



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>MET'S INSTITUTE OF ENGINEERING</b>
• Name of the Head of the institution	<b>Dr V P Wani</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>02532555925</b>	
• Mobile No:	<b>9372670533</b>	
• Registered e-mail	<b>principal_ioe@bkc.met.edu</b>	
• Alternate e-mail	<b>vpwani@gmail.com</b>	
• Address	<b>Bhujbal Knowledge City, Adgaon, Panchvati, Nashik - 3</b>	
• City/Town	<b>Nashik</b>	
• State/UT	<b>Maharashtra</b>	
• Pin Code	<b>422003</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>Self-financing</b>	

• Name of the Affiliating University	savitribai phule pune university				
• Name of the IQAC Coordinator	Dr Vitthal Janardan Gond				
• Phone No.	02532555886				
• Alternate phone No.	9423174311				
• Mobile	8407900741				
• IQAC e-mail address	vjg.eltx@gmail.com				
• Alternate e-mail address	vitthal_g@rediffmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOE/NAAC/AQAR/NAAC_AQAR_Report_2019-2020.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOE/NAAC/AQAR/NAAC_AQAR_Report_2019-2020.pdf</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://metbhujbalknowledgecity.ac.in/MET%20DATA/IOE/IOE%20Academic%20Calendar/Academic_calendar_A.Y_20-21.pdf">https://metbhujbalknowledgecity.ac.in/MET%20DATA/IOE/IOE%20Academic%20Calendar/Academic_calendar_A.Y_20-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.77	2017	30/10/2017	29/10/2022
<b>6.Date of Establishment of IQAC</b>			15/03/2017		
<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	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>02</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>	<a href="#">View File</a>
<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>	
<p>1.Industry Institute Linkage: The procedure is adopted as per the guidelines given by different department. The information is sought from different industries. The discussion and future planning are done as per response to from MD/CEO/HR/authorized person who is instrumental in organizing the meeting with concern authorities as per the policies of their Industry.</p>	
<p>2. Students deputed for Internship in various Industries: The number of students are deputed in different industries for internship. The efforts of staff members in identifying the industries who accepted the students for internship are appreciated.</p>	
<b>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</b>	
Plan of Action	Achievements/Outcomes
1. Industry Institute Linkage	Deputed students from each department in industries for Internships
2. Industry Institute Linkage	Industrial visits are organized
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	24/10/2020

#### 15. Multidisciplinary / interdisciplinary

Interdisciplinary courses may be one approach to address such needs, as they can aid in the enhancement of engineering education and the integration of desirable specialised subjects into the current engineering education system. This will enable students to fulfil the current industry demands. Multidisciplinary is become common among engineering fields. Different majors of engineering are combined to execute single projects. Through a multidisciplinary approach, a student gains skills problem-solving, critical thinking, time-management, self-management, communication and writing, analysis and research methodologies, team work, and much more. An example of multidisciplinary engineering applications are smart cars, robots, renewable energy systems, drone-based inventory and delivery systems, spacecraft, smart watches, robotic vacuum cleaners, etc. Accordingly students are given minor / major projects with problem based / open learning approach.

#### 16. Academic bank of credits (ABC):

Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), In ABC the students' academic data are held and academic awards are stored i.e. storehouse of academic awards. Despite the fact that ABC enables students to register or commence credit transfer, the final outcomes of credit redemption and issuance of certificates, as well as the compilation of award records, are administered by academic institutions via the NAD Platform. University Grants Commission , New Delhi had issued the instructions to the university for implementation of Academic Bank of Credits.

As per the directives of the university and the guidelines provided by the university the students are informed to open their Academic Bank of Credits account and create the ABC ID.

**17.Skill development:**

Skill development helps build a strong foundation for students. It helps build self-esteem, confidence, and leadership skills. It develops problem-solving skills and collaboration. It helps students become independent thinkers and encourages them to plan for their future.

The objective is to empower the students with adequate skill sets that will enable their employment in relevant sectors and also improve productivity. The importance of skills development to improve employment, increase productivity.

Training and development initiatives are educational activities within an institute that are planned to improve the placement performance of an individual student or group of students. These programs typically involve advancing a knowledge and skill sets and instilling greater motivation to enhance performance.

At different levels the training programmes are organized by each department as the need. The soft skill programmes are organized by individual department as well as the at institute level by training and placement department. This has resulted placement around 70% - 80% of the eligible students. Some of the students are going for higher studies.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Indian Knowledge Systems (IKS), is about our local context, integration of the cultural-social and the academic dimensions of natural science and technology education. Incorporating IKS for helping students to gain awareness of rich heritage and the knowledge produced by the Ancient Indians. It helps the students to be proud and connect to their culture and appreciate where they come from. Students continue to uphold their traditions, and maintain the values passed on from generations.

IKS will be incorporated in an accurate and scientific manner throughout the curriculum wherever relevant. The integration of IKS into engineering curriculum including mathematics, astronomy, philosophy, yoga, tribal knowledge and traditional ways of learning will result in an appreciation for the role of science in everyday life

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome based education (OBE) is an approach to programme and course design, teaching and learning that is focused on what the students are expected to learn. Outcome based education (OBE) is a process that involves the restructuring of curriculum, assessment and reporting practices in education to reflect the achievement of learning. OBE aims to assess the competences of students in their totality. It takes a holistic approach in describing the competence of a learner in terms of knowledge, skills and values, and assessing competence by using a variety of assessment approaches. OBE offers a framework to learn and deliver the acquired skills. OBE results in increased student academic success. Students are encouraged to undergo minor / major project industry oriented with relevant subjects

**20.Distance education/online education:**

Distant education is now a term for any form of education in which the teacher and student are separated by geographic distance and communication is done via some forms of technology. Distance learning allows students to learn a additional skills. Online classes allow the flexibility to complete coursework. With the rapid development of technology and the Internet, distance education could provide quality learning to students. Distance learning offers possibilities to candidates who want to enhance their skills.

For the students different platforms are made available like NPTEL, MOOC, etc. National Programme on Technology Enhanced Learning (NPTEL) is a quality Indian e-learning platform for university-level science, technology, engineering. Our students are participating and learning on these platform. The chapters are created for smooth coordination and providing timely information to the students about the courses available. These additional skill set helps to enhance the performance of the students in academics. It also add value to the students resume and help them to get employment. It is helpful in better performance in campus placement. Amrita Vidyapeeth MOU for virtual laboratory practices for first year students

**Extended Profile****1.Programme**

1.1

9

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	No File Uploaded

## 2.Student

2.1 **2049**

Number of students during the year

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

2.2 **270**

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 **562**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

## 3.Academic

3.1 **114**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>9</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	No File Uploaded

### 2. Student

2.1	<b>2049</b>
Number of students during the year	

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

2.2	<b>270</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>562</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

### 3. Academic

3.1	<b>114</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded



3.2	
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
<b>4.Institution</b>	
4.1	35
Total number of Classrooms and Seminar halls	
4.2	577.49830
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	834
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

Institute is affiliated to SPPU. The course structure for each branch of engineering is decided by board members of the board of studies and the same guidelines are followed in curriculum delivery. Class room teaching, Experimentations, computer based simulations , computer based design , etc methods are adopted for curriculum delivery. Institute's all department has organized guest lectures, workshop and seminars of eminent personalities on various areas like Personality & Soft Skills Enhancement. The sessions are also organized for social awareness, career guidance etc so that these experts share their practical experiences with the students.

Industrial visits are organized for students every year. Visit to industry / organization is done to give exposure to industrial environment, interaction with industry experts, team work etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Institute is affiliated to SPPU. As per academic calendar of university institute prepares the academic calendar for smooth implementation of the courses. The academic calendar of the institute take care for the extra curricular, co-curricular activities. For skill development special slots are allotted for seminars, workshops and other academic needs. Adherence to Academic Calendar , Use of various instructional methods like class room teaching, Conduction of Experiments, Continuous assessments in laboratory, Collaborative Learning, Seminars, workshops, etc are planned and conducted. The Industrial visits, expert session from the persons working in industries are planned and organized. The students are also encourage to suggested the area of there interest so that the needs as per the students interest can be incorporated. The contivuous Evaluation is done. For effective continuous Internal Evaluation - assignments are given on different topics from each unit. The unit test are also conducted. The continuous Evaluation also adopted for experimentation and the oral are conducted inthe laboratory sessions almost every week. The students are also asked to present their project works using ICT enabled techniques.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
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**

**A. All of the above**

**of Curriculum for Add on/ certificate/  
Diploma Courses Assessment /evaluation  
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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

09

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)

2

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

Nil

### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

Institute integrates and address the issues relevant to professional ethics, gender equality, human values, environment and sustainability into curriculum on different dias like NSS, Counselling cell, ED Cell, etc. Students shows active participation in the program organized by NSS, ED Cell, Counselling Cell, Students forum/associations department level programs, Institute level programs. At institute level the social gathering is conducted where students are participating in cultural activities, games, sports, technical activities like project competition, poster presentation, technical quiz etc. Students are part of organization committee for different events conducted that helps them to learn to organized the events, activities, team building, working together, etc. This leads to value addition like ethics, gender equality, human values, etc. The NSS team organizes the tree plantation program, cleanliness awareness campaign in village for rural people, health awareness programs for people of villages.

File Description	Documents
Any additional information	No File Uploaded
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

09

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

Nil

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

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students  
Teachers  
Employers  
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

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 sanctioned seats during the year

582

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**

289

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 different methods are adopted to identify the slow learners and fast learner. Every teacher has a question / answer session in every class to know from the students about the topic demonstrated during the class room session. based on the answers from the students it is noted how many students understood the topic taught in that session. Similarly the experimentation performance session it is noted that how students are performing the practicals. In addition the unit test and assignments evaluation is another tool to know the slow learners and the fast learners. Some times it becomes very difficult to come to a the conclusion as some of topics are well understood by the student and some are difficult to understand. Mostly teacher come outs with the conclusion that some students are very good in analytical topics and some are very good in theory presentations.

File Description	Documents
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
2049	118

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

In teaching learning process The teachers are using White boards, LCD projectors, a power point presentation is adopted wher ever it is needed. The experimental setup on breadboard, general purpose printed circuit board is used for the perpose of experiential learning. The preparation of samples and perofoming the practicals is the basis for experiential learning in civil engineering. The computer engineering students are writing the simple program and execuring it for expexcted outcomes is a practice in computer skill. The project based learing is adopted at first year level and second year level for all courses / programs. where as for hands on experience a mini project activity is at third year level / fifth and sixth semester is good experience for participative learning. Students also participates in technical quiz, hands on workshop, project competition, etc for participative learning. The project based learning is good dias for problem solving methodology. The students of all programmes / courses are deputed for internship / industrial training / industry sponserred projects in nearby industries for problem solving and experiential learning as well as participative learning.

File Description	Documents
Upload any additional information	No File Uploaded
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 is having MIS / ERP developed by institute itself. The study material prepared by the teachers is uploaded and all the students are having their login IDs for referring this study material.

The teachers are using power point presentations for teaching the subjects. The LCD projectors are installed in almost all the class rooms. Some LCD projectors are available for portable use in laborteries and some of the class rooms. The institute is having an active NPTEL chapter. On NPTEL platform students are encourage to learn from the video lectures from the teacher's of reknown institutes like IIT's. NIT. and other intitures. The teacher's are adopting the class room teaching mode for one to one contact and online mode to adopt the advance ICT enabled tools for teaching learning process. The teachers are using Google Class



Room, ZOOM Platform, etc for online conduction of the class. Almost all teachers are familiar with these online tools for teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

114

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

18

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

30

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.

Internal assessment is the continues process followed by every teacher. The assignments are given topicwise. These assignment solutions are discuss with the students and checked.

The Unit test is another tool used for internal assessment. The unit test solutions are discussed with the students.

The experimental procedures are described by the students while performing the practicals / experiments and the question answer session referring to that particular experiment is another process used for internal assessment. these procedure are transparent and used in freaquently. The frequency is weekly, fortnight and monthly depending on the procedure adopted. Such as

experimentation and its internal assesment is weekly.

For the students at third year of engineering and fourth year of engineering the additional method of assement is adopted. That is monthaly power point presentation of their mini project and major project to the panel of teachers.

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

After internal assessment the discussion on performance and related grievances are sorted out by the concern teacher. The students are approaching the teacher to discuss their grievances. Every teacher listen the students view and tries to solve the doughts of the students. The teachers are discuusing the expected answers and solutions for the questions asked in the unit test, assignments and in the experimentation performed in the practical sessions.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Students and teachers are well aware of the programme and course outcomes of the programes. The university structure/syllabus for corosponding year is published and is available to the stake holder for reference on university website as well as institute websites. The course structure is precisely defined and presented to all stake holders. The Programme outcomes, course objectives, course outcome are well described in the programme structure. To have the uniformity in the implentation of course structure the board of studies of the respective programmes are organizing the syllabus/structure detailing faculty developing programmes. The concern teachers are invited to attend these syllabus detailing

faculty developing programmes. The senior faculty from the university affiliated institute or the industry personals are the resource persons for such type of faculty development programmes. The details of discussion and contents of these faculty development programme are circulated to all the concern teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of rthe programme outcomes and course outcomes are evaluated by the institution. The concern teachers are preparing the programme outcomes and course outcomes evaluation sheet. For experimentation courses each batch teacher is performing the task of preparation of the programme outcomes and course outcomes evaluation sheets for that course and batch.

File Description	Documents
Upload any additional information	No File Uploaded
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

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)**

<https://metbhujbalknowledgecity.ac.in/>

## 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)**

220000

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 departments having Research projects funded by government and non government agencies during the year**

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

01

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

55

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>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

23

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

### 3.3 - Extension Activities

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

Institute promotes in environmental awareness like energy saving, Rainwater harvesting, waste water management and Institute has also adopted two villages Kone and Nagosali for social awareness. Institute organizes expert sessions on the issues of gender. Climate change, environmental education human rights etc.

Expert session of are also organized. NSS cell is instrumental in inculcating the social awareness, and environmentally sensitive behavior amongst the students having strength of 150 volunteers. Programmes like Tree plantation, Poster exhibition for Environmental Awareness, swachata pakhwada.

The Institute is environmentally conscious and monitors the up keep and maintenance of the greenery in the campus. The tree plantation is the major concern of the management to maintain the immaculate purity and beauty of the Institute to provide a pleasant atmosphere.

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

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

05

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

**3.3.3 - 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**

**3.3.3.1 - 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**

39

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 last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

110

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>



### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

29

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

10

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 campus is 30 acres in size, The institute has desired infrastructure required for physical facilities.

The number of class rooms are 30 out of it 24 calss rooms are with LCD projector. seminar halls are 02, laborateries are 58.

Adequate number of common rooms, toilet are available

There is very good centralized library facility for the students. The library details are provided in subsequent section.

Department of physical education & sports

The college play ground is spacious.

The very good ampitheatre very useful to organize the cirricullar, technical, cultural and other activities

File Description	Documents
Upload any additional information	No File Uploaded
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.

Department of physical education & sports is established in the Campus to focus on physical fitness of the students. The department is headed by Physical Director along with fitness instructor.

Following facilities are available.

Outdoor Games: Football, Netball, Kho-Kho, Athletics, Cricket.

Indoor Games: Table Tennis, Snooker, Chess, Carom

RO purifier along with water cooler is available at every floor of Institute.

Adequate number of common rooms, toilet are available.

Housekeeping facility for regular cleanliness and maintenance.

Landscaping, gardening, tree plantation for healthy environment

Ramp facility, Lift facility is available for physical challenged people.

Power backup facility is available.

Provisions are made for security and housekeeping services

Sewage facility is available.

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.**

58

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

32

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)**

57749822

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)

Library is automated {Integrated Library Management System -ILMS}

.

The ILMS software : OPAC is used. It provides partial automation.

The library is having desired number of Text Books , Reference Books , e-Books , Journals, e-Journals and CD & Video.

The reading room of the library is very good with seating arrangement and ample of light.

The NEWS papers, magazine, periodicals and marathi books are also available in library.

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

**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. Any 3 of the above

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>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

00

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>

#### 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)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

100

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institute updates IT facilities.

The lease line is available for internet connectivity of 120 MBPS

Updates in Wi-Fi nodes.

Adding the computational facilities as per need with approvals.

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

##### 4.3.2 - Number of Computers

834

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

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)

5,77,49,822

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 has constituted an Advisory Committee for the Library which Initiated, planned and executed the library automation Assess the financial support required by the library based on library standards. Serve as an interpreter of the requirements of the library to the committee and authorities and recommend for funds needed. .

Bring better understanding of the role of the library among the users. To identify and to minimize the theft cases CCTV cameras are installed in the Library. Department of physical education sports" is established in the Campus to focus on physical fitness of the students. The department is headed by Physical Director along with fitness instructor. Following facilities are available.

- Outdoor Games: Football, Netball, KhoKho, Athletics, Cricket.
- Indoor Games: Table Tennis, Snooker, Chess, Carom
- RO purifier along with water cooler is available at every floor of Institute.
- Adequate number of common rooms, toilet are available.
- Housekeeping facility for regular cleanliness and maintenance.
- Landscaping, gardening, tree plantation for healthy environment
- Ramp facility, Lift facility is available for physical challenged people.
- Power backup facility is available.
- Provisions are made for security and housekeeping services
- Sewage facility is available.

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

1812

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

03

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted 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	Nil
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

399

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

00



File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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**

**B. Any 3 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

217

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**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**

29

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**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**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.**

00

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 )

As per the Rules and regulations Under provision of section 40(2)(b) of the Maharashtra Universities act, 1994 and guidelines were provided by Board of Student's Welfare, Pune University, Institute has formed the Student Council.

Student Council consisting of the following members

- Principal - Chairman
- One lecturer Nominated by the Principal
- National Service Scheme Programme officer
- One student from each class who has shown academic merit at the examination held in the preceding year and who is a regular student in the Institute.
- Director of sports and physical education.
- One student from each of the following activities who has shown outstanding performance, nominated by the Principal, namely- Sports, NSS, Cultural activities
- Two ladies students member nominated by the Principal From all the students one General Secretary is elected and one Culture secretary is elected by the Principal. Two meetings were conducted throughout the academic year.

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

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

The Institute organizes Alumni Meet every year since 2016.

Head of the Departments, Faculty and Staff maintains repo with the Alumni.

The Institute has developed a portal for its alumni to stay in touch with each other as well as the Institute. Each department conducts guest lecture for which alumni of Institute are invited.

Any other relevant information regarding Student Support and Progression which the Institute would like to include. Online platforms like Google groups, Facebook, Whats App, Alumni group, Linked in etc. are the few of the tools used for networking with alumni.

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

Number of portfolios are formed in the Institute for smooth functioning of academics and administration.

Responsibilities are handled by senior faculty members.

Responsibilities are churned at the department and the Institute level for effective growth of the Institute.

Definition of roles and responsibility leads to autonomy in operations. Each teacher has been assigned a set of responsibilities. Collaboration is encouraged and so is decision making.

The decentralization extends to both academics and administration. The vertical structure of governance system is ensures this.

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

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

**Admission of Students:**Institute strictly adheres to the DTE guidelines, wherein the admissions are done through Centralized Admission Process for the State of Maharashtra through Centralized Admission Process carried out by Directorate of Technical Education, Maharashtra State. To meet the commitment towards national diversity, policy has been formulated by Directorate of Technical Education, Maharashtra State and it is mandatory for Institute to follow for the inclusion of SC/ST, OBC, Women, Differently able, Economically weaker sections, Minority community, etc

**Human Resource Management:**A dedicated centralized HR Department ensures compliance to all statutory requirements of the employees.

**Research and Development:**The Institute has established the Research and Development Cell (RDC). To create research culture in Institute and motivate students and teaching faculty to take up the research projects leading to innovation.

**Planning and Development:**As a part of E-governance in academics and administration the Institute has developed its own ERP software which facilitates automation of various activities such as Student section, Fee collection, Financial Accounts, Exam Section, staff Attendance and appraisal system, etc.

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

As a part of E-governance in academics and administration the Institute has developed its own ERP software which facilitates automation of various activities such as Student section, Fee collection, Financial Accounts, Exam Section, staff Attendance and appraisal system, Online students Attendance, etc.

Principal of the institute coordinates the planning and development activity. He demonstrates the vision of management to head of departments.

All head of departments through department meetings communicate and effectively implement the plans demonstrated by principal. Further to promote employee engagement general meetings are conducted to communicate and gain acceptance of various management decisions.

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.

A dedicated centralized HR Department ensures compliance to all statutory requirements of the employees.

Various activities and management practices ensure uniform HR practices all across the campus. Service rules, annual revisions, objective based appraisal, periodic reviews of performance and counselling are regular feature.

Meetings are conducted to communicate and gain acceptance of various management decisions.

HR rule book is prepared to circulate to all employees.

This book contents the HR policies on recruitment, service rules, leave rules, employee welfare, performance appraisal, training and development, carrier enhancement scheme, workplace discipline, attendance, punctuality, etc

The vacations, compensatory off, outdoor duties are described by the HR department.

The policies for deputation of staff for higher education is drafted and circulated by HR department.

The welfare schemes like health policy, term policies is monitored by Hr Department.

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 interfaces	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

HR rule book is prepared to circulate to all employees. This book contents the HR policies on recruitment, service rules, leave rules, employee welfare, performance appraisal, training and development, carrier enhancement scheme, workplace discipline, attendance, punctuality, etc.

HR manager proposes the manpower required for academic as well as support staff for smooth functionality. The vacations, compensatory off, outdoor duties are described by the HR department. The policies for deputation of staff for higher education is drafted and circulated by HR department.

The welfare schemes like health policy, term policies is monitored by Hr Department.



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**

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)	No File Uploaded

**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**

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	No File Uploaded
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

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	No File Uploaded
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

A dedicated centralized HR Department ensures compliance to all statutory requirements of the employees.

In addition various activities and management practices ensure

uniform HR practices all across the campus. Service rules, annual revisions, objective based appraisal, periodic reviews of performance and counselling are regular feature.

Further to promote employee engagement meetings are conducted to communicate and gain acceptance of various management decisions.

Various social events like Institute days, Diwali etc. regular feature. All modern practices of HR are followed.

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

For effective and optimized working of the Institute and the infrastructure required for teaching and learning, sufficient funds are provided by the management every year. Given norms are always followed for purchases in compliance and the budget are followed effectively.

All documents related to finance and accounts are audited every year.

There is a separate audit department to do the internal audit. And the yearly audit is done by the external auditors

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

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)

File Description	Documents
Annual statements of accounts	No File Uploaded
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

For effective and optimized working of the Institute and the infrastructure required for teaching and learning, sufficient funds are provided by the management every year. Given norms are always followed for purchases in compliance and the budget are followed effectively

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

### 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

Institute has signed MoU with companies for joint organization of workshops/symposia/projects and training programs for the students and faculty.

Industrial visits are organized for all Third and final year students every year. Visit to industry / organization is done to get exposure to industrial environment, interaction with industry experts, team work etc.

In strengthening the relationship between Industry and Institute University has also initiated the process of appointing examiners from Industry specifically for the evaluation of BE projects. The Industry experts evaluate and interact with the students for major project development.

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

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

Institute has adopted the reforms of the University and its directives for implementation in the benefit of students.

Major reforms including Credit based evaluation system adopted by the Institute are as follows: University Assessment: 1: Assessment of University Theory Exam (CAP process) 2: Assessment of University Practical/Oral Exam 3. Student Project Assessment Internal Assessment: 1: Insem Exam (online and written exam assessment) 2: Project submission / evaluation 3: Seminar Presentation 4: Term work Submission / Oral Examination Head of department takes review of the progress of the course at the end of each month.

Corrective measures are taken in case some course is lagging in schedule.

In-Semester Examination is conducted to assess the learning outcome of students. At the end of the course the attainment level of each course is calculated based on the performance of students and feedback given by the students.

The evaluation of students is done through the examinations conducted by the University which sets the question papers and does the assessment also. With revised syllabus, the assessment of students is done through two examinations viz.

In-semester examination conducted in the middle of the semester and End-semester examination. A practical/Oral examination is conducted by the University in which an external examiner assesses performance of students along with an internal examiner

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Gender equality is when people of all genders have equal rights, responsibilities and opportunities. Everyone is affected by gender inequality.

The approaches to gender equality are identified and adopted for all gender mainstreaming activities and implementation measures.

1. Gender-sensitive language

2. Equal access to and utilisation of services. ...

3. Women and men are equally involved in decision making

4. Achieve a balanced participation of girls students, women staff, boys students and men staff.

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

NSS cell is instrumental in inculcating the social awareness, and environmentally sensitive behavior amongst the students having strength of 150 volunteers.

Programmes like Tree plantation, Poster exhibition for Environmental Awareness, swachata pakhwada.

The Institute is environmentally conscious and monitors the upkeep and maintenance of the greenery in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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**

C. Any 2 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**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

D. Any 1 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit**



**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**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 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**

**C. Any 2 of the above**

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).

**Institute organizes various activities through NSS and other forms of community development services. During induction Programmes**

coordinators of the extension activities interact with the students and discuss about the benefits and scope of the activities. The information about the proposed activities is disseminated on the Institute notice board, Academic calendar, circulars, and web notifications and also by word of mouth. NSS training camps are conducted for students. This imbibes self-discipline, self-initiative and strengthens the sentiment of nationhood. Students are encouraged to participate in street plays in order to spread social messages. Students are encouraged to plan, organize different events in MET Utsav. The Cultural activities, games and sports are integral part of education. The Institute provides sufficient time and facilities for cultural, sports and gymnasium. The annual cultural and sports meet is held every year as the part of ?MET UTSAV. Students are also organizing Engineers' Week. Projects /Quiz Competitions, Seminars, Expert lecture by eminent personalities, various workshops and competitions. Staffs works as a facilitators to carry out these activities smoothly. For the purpose, every department has their student's forum, through this they are organizing the events.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

1. The institute celebrates Independence Day on 15th August and Republic Day on 26th January every year

2."Swachh Bharath - Swasth Bharat" a "Clean India Campaign" was organized in the campus as part of national drive on Gandhi Jayanti.

3.The institutionis committed to the celebration of cultural diversity and heritage ofIndiaas well as organizing events in social gathering 'MET Utsav"

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

**A. All of the above**

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

The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year.

All staff members and students gather in the college to celebrate these days. Every culture has number of festivals and celebration has become a vital activity

The days celebrated in our institute are -National youth Day (Birth Day of Swami Vivekanand), Republic Day, Independence Day, International Women's Day, Mahatma Jyotiba Phule Remembrance

Day, Kranti Jyoti Savitribai Remembrance Day, B.R. Ambedkar Remembrance Day, International Labour Day, Maharashtra Day, International Day of Yoga, Teacher's Day (Dr. Radhakrishnan's Birth Day), Engineers' Day, etc.

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	No File Uploaded

## 7.2 - Best Practices

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

**1. Environment Consciousness:** The Institute is located in a huge campus with greenery in and around the campus. The Institute is environmentally conscious and monitors the up keep and maintenance of the greenery in the campus. The tree plantation is the major concern of the management to maintain the immaculate purity and beauty of the Institute to provide a pleasant atmosphere. The campus has been made as green as possible by planting variety of trees and other plants, with an exclusive team of gardeners. Sprinkler system is used to give optimum water to garden and lawns.

**2. Counselling Students Development cell:** Students have actively participate in the counselling programs resolve their issues of any kind related to behaviour, career, study intellectual. In group counselling the awareness is given to the first year engineering students about "Managing the life for better future" a dialogue with students. Also the scope is given to final year students to asked unnamed questions and the questions are address to resolve their mind conflicts. Through the mentoring programs identified students are send for counselling for the above said areas remaining students attend the individual counselling based on their requirement time to time. This support to the students to come out from the situation which he is facing positively develop himself for the academic challenges.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 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

Bringing transparency in the system and provide a state-of-the-art technical infrastructure to better serve students, faculty, staff, and other stakeholders of the institution:

ERP development cell developed following modules in the view of various processes like: - Admission - After allotment of admissions by DTE, students are reporting to the Institute and filling up the admission information. Student credentials are created and issued to student. Student use this credentials to give online feedback, online test and accessing e-material. Identity card is issued to the student after furnishing necessary formalities. Students and faculty have an access to Vision-Mission and Objectives of the Institute. - Attendance - Faculties fill up attendance of their class conduction on regular basis in their login. Attendance reports are generated and necessary messages are sent to concerned.

Authorities also perform academic monitoring using this attendance facility. Letter of the students with less attendance can be generated in the system and further sent to the parents. -

Lecture Notes - Faculties upload lecture notes, reference material including e-material on ERP through their login. Student access these material through respective login.

## 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

Institute is affiliated to SPPU. The course structure for each branch of engineering is decided by board members of the board of studies and the same guidelines are followed in curriculum delivery. Class room teaching, Experimentations, computer based simulations , computer based design , etc methods are adopted for curriculum delivery. Institute's all department has organized guest lectures, workshop and seminars of eminent personalities on various areas like Personality & Soft Skills Enhancement. The sessions are also organized for social awareness, career guidance etc so that these experts share their practical experiences with the students.

Industrial visits are organized for students every year. Visit to industry / organization is done to give exposure to industrial environment, interaction with industry experts, team work etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Institute is affiliated to SPPU. As per academic calendar of university institute prepares the academic calendar for smooth implementation of the courses. The academic calendar of the institute take care for the extra curricular, co-curricular activities. For skill development special slots are allotted for seminars, workshops and other academic needs. Adherence to Academic Calendar , Use of various instructional methods like class room teaching, Conduction of Experiments, Continuous assessments in laboratory, Collaborative Learning, Seminars, workshops, etc are planned and conducted. The Industrial visits, expert session from the persons working in industries

are planned and organized. The students are also encourage to suggested the area of there interest so that the needs as per the students interest can be incorporated. The contivuous Evaluation is done. For effective continuous Internal Evaluation - assignments are given on different topics from each unit. The unit test are also conducted. The continuous Evaluation also adopted for experimentation and the oral are conducted inthe laboratory sessions almost every week. The students are also asked to present their project works using ICT enabled techniques.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
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**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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**

09

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)

2

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

Nil

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Institute integrates and address the issues relevant to



professional ethics, gender equality , human values, environment and sustainability into curriculum on different days like NSS, Counselling cell, ED Cell, etc. Students shows active participation in the program organized by NSS, ED Cell, Counselling Cell, Students forum/associations department level programs, Institute level programs. At institute level the social gathering is conducted where students are participating in cultural activities, games, sports, technical activities like project competition, poster presentation, technical quiz etc. Students are part of organization committee for different events conducted that helps them to learn to organized the events, activities, team building, working together, etc. This leads to value addition like ethics, gender equality, human values, etc. The NSS team organizes the tree plantation program, cleanliness awareness campaign in village for rural people, health awareness programs for people of villages.

File Description	Documents
Any additional information	No File Uploaded
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

09

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

Nil

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

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

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 sanctioned seats during the year

582

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

289

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 different methods are adopted to identify the slow learners and fast learner. Every teacher has a question / answer session in every class to know from the students about the topic demonstrated during the class room session. based on the answers from the students it is noted how many students understood the topic taught in that session. Similarly the experimentation performance session it is noted that how students are performing the practicals. In addition the unit test and assignments evaluation is another tool to know the slow learners and the fast learners. Some times it becomes very difficult to come to a the conclusion as some of topics are well understood by the student and some are difficult to understand. Mostly teacher come outs with the conclusion that some students are very good in analytical topics and some are very good in theory presentations.

File Description	Documents
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
2049	118

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

In teaching learning process The teachers are using White boards, LCD projectors, a power point presentation is adopted wher ever it is needed. The experimental setup on breadboard, general purpose printed circuit board is used for the perpose of experiential learning. The preparation of samples and peroforming the practicals is the basis for experiential learning in civil engineering. The computer engineering students are writing the simple program and execuring it for expexcted outcomes is a practice in computer skill. The project based learing is adopted at first year level and second year level for all courses / programs. where as for hands on experience a mini project activity is at third year level / fifth and sixth semester is good experience for participative learning. Students also participates in technical quiz, hands on workshop, project competition, etc for participative learning. The project based learning is good dias for problem solving methodology. The students of all programmes / courses are deputated for internship / industrial training / industry sponserred projects in nearby industries for problem solving and experiential learning as well as participative learning.

File Description	Documents
Upload any additional information	No File Uploaded
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 is having MIS / ERP developed by institute itself. The study material prepared by the teachers is uploaded and all the students are having their login IDs for referring this study material.

The teachers are using power point presentations for teaching the subjects. The LCD projectors are installed in almost all the class rooms. Some LCD projectors are available for portable use in laborteries and some of the class rooms. The institute is having an active NPTEL chapter. On NPTEL platform students are encourage to learn from the video lectures from the teacher's of reknown institutes like IIT's. NIT. and other institures. The teacher's are adopting the class room teaching mode for one to one contact and online mode to adopt the

advance ICT enabled tools for teaching learning process. The teachers are using Google Class Room, ZOOM Platform, etc for online conduction of the class. Almost all teachers are familier with these online tools for teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

114

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**

18

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**

30

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.

Internal assessment is the continues process followed by every teacher. The assignments are given topicwise. These assignment solutions are discuss with the students and checked.

The Unit test is another tool used for internal assessment. The unit test solutions are discussed with the students.

The experimental procedures are described by the students while performing the practicals / experiments and the question answer session referring to that particular experiment is another process used for internal assessment. these procedure are transparent and used in freaquently. The frequency is weekly,

fortnight and monthly depending on the procedure adopted. Such as experimentation and its internal assesment is weekly.

For the students at third year of engineering and fourth year of engineering the additional method of assement is adopted. That is monthaly power point presentation of their mini project and major project to the panel of teachers.

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

After internal assessment the discussion on performance and related grievances are sorted out by the concern teacher. The students are approaching the teacher to discuss their grievances. Every teacher listen the students view and tries to solve the doughts of the students. The teachers are discusing the expected answers and solutions for the questions asked in the unit test, assignments and in the experimentation performed in the practical sessions.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Students and teachers are well aware of the programme and course outcomes of the programes. The university structure/syllabus for corosponding year is published and is available to the stake holder for reference on university website as well as institute websites. The course structure is precisely defined and presented to all stake holders. The Programme outcomes, course objectives, course outcome are well described in the programme structure. To have the uniformity in the implentation of course structure the board of studies of the respective programmes are organizing the syllabus/structure



detailing faculty developing programmes. The concern teachers are invited to attend these syllabus detailing faculty developing programmes. The senior faculty from the university affiliated institute or the industry personals are the resource persons for such type of faculty development programmes. The details of discussion and contents of these faculty development programme are circulated to all the concern teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of the programme outcomes and course outcomes are evaluated by the institution. The concern teachers are preparing the programme outcomes and course outcomes evaluation sheet. For experimentation courses each batch teacher is performing the task of preparation of the programme outcomes and course outcomes evaluation sheets for that course and batch.

File Description	Documents
Upload any additional information	No File Uploaded
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**

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)**

<https://metbhujbalknowledgecity.ac.in/>

## 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)**

220000

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 departments having Research projects funded by government and non government agencies during the year**

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

01

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

55

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>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

**published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

23

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

### 3.3 - Extension Activities

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

Institute promotes in environmental awareness like energy saving, Rainwater harvesting, waste water management and Institute has also adopted two villages Kone and Nagosali for social awareness. Institute organizes expert sessions on the issues of gender. Climate change, environmental education human rights etc.

Expert session of are also organized. NSS cell is instrumental in inculcating the social awareness, and environmentally sensitive behavior amongst the students having strength of 150 volunteers. Programmes like Tree plantation, Poster exhibition for Environmental Awareness, swachata pakhwada.

The Institute is environmentally conscious and monitors the up keep and maintenance of the greenery in the campus. The tree plantation is the major concern of the management to maintain the immaculate purity and beauty of the Institute to provide a pleasant atmosphere.

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

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

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

05

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

**3.3.3 - 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****3.3.3.1 - 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**

39

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 last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

110

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>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

29

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

10

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 campus is 30 acres in size, The institute has desired infrastructure required for physical facilities.

The number of class rooms are 30 out of it 24 calss rooms are with LCD projector. seminar halls are 02, laborateries are 58.

Adequate number of common rooms, toilet are available

There is very good centralized library facility for the students. The library details are provided in subsequent section.

Department of physical education & sports

The college play ground is spacious.

The very good ampitheatre very useful to organize the cirricular, technical, cultural and other activities

File Description	Documents
Upload any additional information	No File Uploaded
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.

Department of physical education & sportsis established in the Campus to focus on physical fitness of the students. The department is headed by Physical Director along with fitness instructor.

Following facilities are available.

Outdoor Games: Football, Netball, Kho-Kho, Athletics, Cricket.

Indoor Games: Table Tennis, Snooker, Chess, Carom

RO purifier along with water cooler is available at every floor of Institute.

Adequate number of common rooms, toilet are available.

Housekeeping facility for regular cleanliness and maintenance.

Landscaping, gardening, tree plantation for healthy environment

Ramp facility, Lift facility is available for physical challenged people.

Power backup facility is available.

Provisions are made for security and housekeeping services

Sewage facility is available.

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.**

58

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

32

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)**



57749822

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)

Library is automated {Integrated Library Management System -ILMS} .

The ILMS software : OPAC is used. It provides partial automation.

The library is having desired number of Text Books , Reference Books , e-Books , Journals, e-Journals and CD & Video.

The reading room of the library is very good with seating arrangement and ample of light.

The NEWS papers, magazine, periodicals and marathi books are also available in library.

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

**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. Any 3 of the above**

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>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

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>

#### 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)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

100

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institute updates IT facilities.

The lease line is available for internet connectivity of 120 MBPS

Updates in Wi-Fi nodes.

Adding the computational facilities as per need with approvals.

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

#### 4.3.2 - Number of Computers

834

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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

D. 10 - 5MBPS

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)

5,77,49,822

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 has constituted an Advisory Committee for the Library which Initiated, planned and executed the library automation Assess the financial support required by the library based on library standards. Serve as an interpreter of the requirements of the library to the committee and authorities and recommend for funds needed. .

Bring better understanding of the role of the library among the users. To identify and to minimize the theft cases CCTV cameras are installed in the Library. Department of physical education sports" is established in the Campus to focus on physical fitness of the students. The department is headed by Physical Director along with fitness instructor. Following facilities are available. • Outdoor Games: Football, Netball, KhoKho, Athletics, Cricket. • Indoor Games: Table Tennis, Snooker, Chess, Carom • RO purifier along with water cooler is available at every floor of Institute. • Adequate number of common rooms, toilet are available. • Housekeeping facility for regular cleanliness and maintenance. • Landscaping, gardening, tree plantation for healthy environment • Ramp facility, Lift facility is available for physical challenged people. • Power backup facility is available. • Provisions are made for security and housekeeping services • Sewage facility is available.

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

STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
1812	
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>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
03	
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>
<b>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</b>	<b>A. All of the above</b>

hygiene) ICT/computing skills	
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
399	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
00	
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>
<b>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</b>	<b>B. Any 3 of the above</b>

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

217

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

29

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**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**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.**

00

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 )

As per the Rules and regulations Under provision of section 40(2)(b) of the Maharashtra Universities act, 1994 and guidelines were provided by Board of Student's Welfare, Pune University, Institute has formed the Student Council.

Student Council consisting of the following members

- Principal - Chairman
- One lecturer Nominated by the Principal



- National Service Scheme Programme officer
- One student from each class who has shown academic merit at the examination held in the preceding year and who is a regular student in the Institute.
- Director of sports and physical education.
- One student from each of the following activities who has shown outstanding performance, nominated by the Principal, namely- Sports, NSS, Cultural activities
- Two ladies students member nominated by the Principal From all the students one General Secretary is elected and one Culture secretary is elected by the Principal. Two meetings were conducted throughout the academic year.

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

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

The Institute organizes Alumni Meet every year since 2016.

Head of the Departments, Faculty and Staff maintains repo with the Alumni.

The Institute has developed a portal for its alumni to stay in touch with each other as well as the Institute. Each department conducts guest lecture for which alumni of Institute are invited.

Any other relevant information regarding Student Support and Progression which the Institute would like to include. Online platforms like Google groups, Facebook, Whats App, Alumni group, Linked in etc. are the few of the tools used for networking with alumni.

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

Number of portfolios are formed in the Institute for smooth functioning of academics and administration.

Responsibilities are handled by senior faculty members.

Responsibilities are churned at the department and the Institute level for effective growth of the Institute.

Definition of roles and responsibility leads to autonomy in operations. Each teacher has been assigned a set of responsibilities. Collaboration is encouraged and so is decision making.

The decentralization extends to both academics and administration. The vertical structure of governance system is ensures this.

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

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

**Admission of Students:**Institute strictly adheres to the DTE guidelines, wherein the admissions are done through Centralized Admission Process for the State of Maharashtra through Centralized Admission Process carried out by Directorate of Technical Education, Maharashtra State. To meet the commitment towards national diversity, policy has been formulated by Directorate of Technical Education, Maharashtra State and it is mandatory for Institute to follow for the inclusion of SC/ST, OBC, Women, Differently able, Economically weaker sections, Minority community, etc

**Human Resource Management:**A dedicated centralized HR Department ensures compliance to all statutory requirements of the employees.

**Research and Development:**The Institute has established the Research and Development Cell (RDC). To create research culture in Institute and motivate students and teaching faculty to take up the research projects leading to innovation.

**Planning and Development:**As a part of E-governance in academics and administration the Institute has developed its own ERP software which facilitates automation of various activities such as Student section, Fee collection, Financial Accounts, Exam Section, staff Attendance and appraisal system, etc.

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

As a part of E-governance in academics and administration the Institute has developed its own ERP software which facilitates automation of various activities such as Student section, Fee collection, Financial Accounts, Exam Section, staff Attendance and appraisal system, Online students Attendance, etc.

Principal of the institute coordinates the planning and development activity. He demonstrates the vision of management to head of departments.

All head of departments through department meetings communicate and effectively implement the plans demonstrated by principal. Further to promote employee engagement general meetings are conducted to communicate and gain acceptance of various management decisions.

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.

A dedicated centralized HR Department ensures compliance to all statutory requirements of the employees.

Various activities and management practices ensure uniform HR practices all across the campus. Service rules, annual revisions, objective based appraisal, periodic reviews of performance and counselling are regular feature.

Meetings are conducted to communicate and gain acceptance of various management decisions.

HR rule book is prepared to circulate to all employees.

This book contents the HR policies on recruitment, service rules, leave rules, employee welfare, performance appraisal, training and development, carrier enhancement scheme, workplace discipline, attendance, punctuality, etc

The vacations, compensatory off, outdoor duties are described by the HR department.

The policies for deputation of staff for higher education is drafted and circulated by HR department.

The welfare schemes like health policy, term policies is monitored by Hr Department.

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 interfaces	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

HR rule book is prepared to circulate to all employees. This book contents the HR policies on recruitment, service rules, leave rules, employee welfare, performance appraisal, training and development, carrier enhancement scheme, workplace discipline, attendance, punctuality, etc.

HR manager proposes the manpower required for academic as well as support staff for smooth functionality. The vacations, compensatory off, outdoor duties are described by the HR department. The policies for deputation of staff for higher education is drafted and circulated by HR department.

The welfare schemes like health policy, term policies is monitored by Hr Department.

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**

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)	No File Uploaded

**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

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	No File Uploaded
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

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	No File Uploaded
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

A dedicated centralized HR Department ensures compliance to all statutory requirements of the employees.

In addition various activities and management practices ensure uniform HR practices all across the campus. Service rules, annual revisions, objective based appraisal, periodic reviews of performance and counselling are regular feature.

Further to promote employee engagement meetings are conducted to communicate and gain acceptance of various management decisions.

Various social events like Institute days, Diwali etc. regular feature. All modern practices of HR are followed.

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

For effective and optimized working of the Institute and the infrastructure required for teaching and learning, sufficient funds are provided by the management every year. Given norms are always followed for purchases in compliance and the budget are followed effectively.

All documents related to finance and accounts are audited every year.

There is a separate audit department to do the internal audit. And the yearly audit is done by the external auditors



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

#### 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)

File Description	Documents
Annual statements of accounts	No File Uploaded
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

For effective and optimized working of the Institute and the infrastructure required for teaching and learning, sufficient funds are provided by the management every year. Given norms are always followed for purchases in compliance and the budget are followed effectively

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

#### 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

Institute has signed MoU with companies for joint organization

of workshops/symposia/projects and training programs for the students and faculty.

Industrial visits are organized for all Third and final year students every year. Visit to industry / organization is done to get exposure to industrial environment, interaction with industry experts, team work etc.

In strengthening the relationship between Industry and Institute University has also initiated the process of appointing examiners from Industry specifically for the evaluation of BE projects. The Industry experts evaluate and interact with the students for major project development.

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

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

Institute has adopted the reforms of the University and its directives for implementation in the benefit of students.

Major reforms including Credit based evaluation system adopted by the Institute are as follows: University Assessment: 1: Assessment of University Theory Exam (CAP process) 2: Assessment of University Practical/Oral Exam 3. Student Project Assessment Internal Assessment: 1: Insem Exam (online and written exam assessment) 2: Project submission / evaluation 3: Seminar Presentation 4: Term work Submission / Oral Examination Head of department takes review of the progress of the course at the end of each month.

Corrective measures are taken in case some course is lagging in schedule.

In-Semester Examination is conducted to assess the learning outcome of students. At the end of the course the attainment level of each course is calculated based on the performance of students and feedback given by the students.

The evaluation of students is done through the examinations conducted by the University which sets the question papers and does the assessment also. With revised syllabus, the assessment of students is done through two examinations viz.

In-semester examination conducted in the middle of the semester and End-semester examination. A practical/Oral examination is conducted by the University in which an external examiner assesses performance of students along with an internal examiner

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Gender equality is when people of all genders have equal rights, responsibilities and opportunities. Everyone is affected by gender inequality.

The approaches to gender equality are identified and adopted for all gender mainstreaming activities and implementation measures.

1. Gender-sensitive language

2. Equal access to and utilisation of services. ...

3. Women and men are equally involved in decision making

4. Achieve a balanced participation of girls students, women staff, boys students and men staff.

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

NSS cell is instrumental in inculcating the social awareness, and environmentally sensitive behavior amongst the students having strength of 150 volunteers.

Programmes like Tree plantation, Poster exhibition for Environmental Awareness, swachata pakhwada.

The Institute is environmentally conscious and monitors the up keep and maintenance of the greenery in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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**

C. Any 2 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**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered

D. Any 1 of the above

<p><b>vehicles</b></p> <p><b>3. Pedestrian Friendly pathways</b></p> <p><b>4. Ban on use of Plastic</b></p> <p><b>5. landscaping with trees and plants</b></p>	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
<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> <p><b>1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<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 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</b></p>	<p><b>C. Any 2 of the above</b></p>

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).

Institute organizes various activities through NSS and other forms of community development services. During induction Programmes coordinators of the extension activities interact with the students and discuss about the benefits and scope of the activities. The information about the proposed activities is disseminated on the Institute notice board, Academic calendar, circulars, and web notifications and also by word of mouth. NSS training camps are conducted for students. This imbibes self-discipline, self-initiative and strengthens the sentiment of nationhood. Students are encouraged to participate in street plays in order to spread social messages. Students are encouraged to plan, organize different events in MET Utsav. The Cultural activities, games and sports are integral part of education. The Institute provides sufficient time and facilities for cultural, sports and gymnasium. The annual cultural and sports meet is held every year as the part of ?MET UTSAV. Students are also organizing Engineers' Week. Projects /Quiz Competitions, Seminars, Expert lecture by eminent personalities, various workshops and competitions. Staffs works as a facilitators to carry out these activities smoothly. For the purpose, every department has their student's forum, through this they are organizing the events.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

1. The institute celebrates Independence Day on 15th August and Republic Day on 26th January every year

2. "Swachh Bharath - Swasth Bharat" a "Clean India Campaign" was organized in the campus as part of national drive on Gandhi Jayanti.

3. The institution is committed to the celebration of cultural diversity and heritage of India as well as organizing events in social gathering 'MET Utsav'

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

A. All of the above



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

The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year.

All staff members and students gather in the college to celebrate these days. Every culture has number of festivals and celebration has become a vital activity

The days celebrated in our institute are -National youth Day (Birth Day of Swami Vivekanand), Republic Day, Independence Day, International Women's Day, Mahatma Jyotiba Phule Remembrance Day, Kranti Jyoti Savitribai Remembrance Day, B.R. Ambedkar Remembrance Day, International Labour Day, Maharashtra Day, International Day of Yoga, Teacher's Day (Dr. Radhakrishnan's Birth Day), Engineers' Day, etc.

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	No File Uploaded

## 7.2 - Best Practices

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

**1. Environment Consciousness:** The Institute is located in a huge campus with greenery in and around the campus. The Institute is environmentally conscious and monitors the up keep and maintenance of the greenery in the campus. The tree plantation is the major concern of the management to maintain the immaculate purity and beauty of the Institute to provide a pleasant atmosphere. The campus has been made as green as possible by planting variety of trees and other plants, with an exclusive team of gardeners. Sprinkler system is used to give optimum water to garden and lawns.

**2. Counselling Students Development cell:** Students have actively participate in the counselling programs resolve their issues of any kind related to behaviour, career, study intellectual. In group counselling the awareness is given to the first year engineering students about "Managing the life for better future" a dialogue with students. Also the scope is given to final year students to asked unnamed questions and the questions are address to resolve their mind conflicts. Through the mentoring programs identified students are send for counselling for the above said areas remaining students attend the individual counselling based on their requirement time to time. This support to the students to come out from the situation which he is facing positively develop himself for the academic challenges.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 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

Bringing transparency in the system and provide a state-of-the-art technical infrastructure to better serve students, faculty, staff, and other stakeholders of the institution:

ERP development cell developed following modules in the view of various processes like: - Admission - After allotment of admissions by DTE, students are reporting to the Institute and filling up the admission information. Student credentials are created and issued to student. Student use this credentials to

give online feedback, online test and accessing e-material. Identity card is issued to the student after furnishing necessary formalities. Students and faculty have an access to Vision-Mission and Objectives of the Institute. - Attendance - Faculties fill up attendance of their class conduction on regular basis in their login. Attendance reports are generated and necessary messages are sent to concerned.

Authorities also perform academic monitoring using this attendance facility. Letter of the students with less attendance can be generated in the system and further sent to the parents. -

Lecture Notes - Faculties upload lecture notes, reference material including e-material on ERP through their login. Student access these material through respective login.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

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

1. To establish research centre. : to established university affiliated research centre in all departments

2. Enhancing industry institute interaction for student's project training. Identify common area of interest to work together for project development, training of students, faculty members from industry persons in industry.

3.To apply for more major research projects. : Find out the research schemes from different organizations like DST, AICTE, University Quality improvement programme schemes and apply for the different proposals for faculty development, students development and research activities.

4. To offer consultancy services.

5. To have more number of doctorate faculty. : Institute is encouraging the faculty by deputing faculty for Ph.D.