SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

PANKAJ LADDHAD INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

CHIKHLI ROAD ,YELGAON,DISTRICT BULDHANA-443002
MAHARASHTRA,INDIA
443002
www.plit.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Vision Buldana Educational & Welfare Society, Buldana has been established in the year 2008 by the hilanthropists of this region having varied professional background, with an objective of providing quality professional education to all sections of society in and around the region of Vidarbha in the state of Maharashtra. Established in the year 2009 by Vision Buldana Educational & Welfare Society, Buldana, the institute titled as Pankaj Laddhad Institute of Technology & Management Studies,Yelgaon- Buldana is in its 9th year of educational services. The institution is located 7 kilometers off main city of Buldana at the Chikhli Road in the amiable and well developed college campus sprawling over 7.5 acres of land, well connected with road. The eco-friendly environment and lush green campus are beautifully maintained to refresh the minds of the learners and the teachers.

Vision

Excellence in Professional Education and Research for shaping "Gen Next".

Mission

*To educate students with strong fundamentals and sense of life-long learning
*To achieve excellence in professional education by adapting innovative teaching and learning.
*To inculcate research with creativity & innovation, professional ethics, leadership quality and entrepreneurship skills to meet the societal needs.
*To promote product development and Industry Institution Interaction.

Objective/Quality Policy
"Striving for Excellence in the Quality Professional Education"

Core Values

P-Professionalism
L-Leadership
I-Innovation
T-Transparency
M-Moral
S- Students & Staff.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Progressive Management with a prudent approach.

- Adequately Equipped Laboratories as per University Syllabus
- Mentorship Practice adapted for the Students
- Reward System for High performing Students
- Eco-Friendly and amicable working atmosphere
- Well Stacked library with good number of national and e-journals
- Student participation in various co-curricular and extra-curricular activities
- Use of advanced teaching learning aids
- Internal Quality Assurance Cell (IQAC) is in place
- Participative management and administration of the institute activities.
- Special coaching classes / special courses and industry relevant skill development courses conducted for enhancing the employability.
- Initiatives undertaken for supporting slow learners /diverse backgrounds.
- Institute level financial assistance to the meritorious students.
- Financial assistance to faculty and students for development of project.
- Financial support to attend Symposiums /Conferences/ Workshops etc..
- Social activities conducted by NSS in nearby Villages every year
- Industrial visits, internship and in-plant training
- Free book bank facility for each student for all the subjects.

Institutional Weakness

- Majority of the students are from rural background needing more emphasis to groom on professional and communication skill sets.
- Geographically at disadvantage as the region lacks core industrial sector.
- Lack of strong alumni base, qualified faculties and trained supporting staff.
- Limited academic freedom, being an affiliated institute.
- Lack of entrepreneurial attitude.

Institutional Opportunity

- Resource generation through testing, consultancy & extension activities.
- Funding from AICTE, DST, various industries & Institutions.
- Developing gateway for technology and research in the region
- Academic freedom through autonomy
- Collaborative projects with industries and other institutions for better exposure to the state-of art technologies.
- Establishing centre of excellence in association with research organizations

Institutional Challenge

- Rapid changes in technology and the industrial requirements.
- Enhancing the employability of the students.
- Industrial recession and shrinking placement opportunities.
- Promoting the entrepreneurship.
- Unplanned growth of engineering colleges in the region.

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1.3 CRITERIA WISE SUMMARY

Curricular Aspects

1. The academic calendar is developed in line with the university notified academic calendar and deployed as action plan for effective implementation of the curriculum.

2. Lesson plans, syllabi, files, power point presentations, textbooks, reference books and Internet connectivity like supports are prepared by the faculty for effective curriculum delivery and transaction so as to enrich the teaching practices.

3. The Institution has an Academic Board to ensure that the stated objectives of curriculum are achieved in the course of implementation.

4. The institution offers following options for UG and PG programmes leading to B.E. and M.E. degrees. The institution offers UG courses namely Civil Engineering, Mechanical Engineering, Electrical (Electronics & Power) Engineering, Computer Science & Engineering and Electronics & Telecommunication Engineering and PG courses disciplines namely Civil Engineering-Structural Engineering, Mechanical Engineering-CAD/CAM,

Electrical Power Systems, Computer Science & Engineering.

5. The institution follows a semester system and the curriculum offers a number of free /professional elective options through Choice Based Credit System (CBCS).

6. Options are available to students for acquiring additional skills and enrichment Certificate courses along withtheir regular curricula. All learners have access to value-added programmes, including communication skills / soft skills.

7. Institution through Academic Board monitors and evaluates the quality of the enrichment programmes being offered. Structured feedback from stakeholders, faculty, students is obtained for enriching the curriculum.

Teaching-learning and Evaluation

1. The Orientation-cum induction programmes are organized for fresher's. The learning levels of the students are assessed and teaching learning process is paced accordingly for advanced learners and slow learners.

2. Latest technologies, e-learning resources like NPTEL are used by the faculty for effective teaching.

3. The institution meticulously plans and organizes its teaching schedule. Projects / field experiences are integrated into the learning programmes. Student centered methods are an integral part of the pedagogy adopted by the faculty.

4. Experiential learning, participative learning, problem solving methodologies are used for enhancing learning experiences.

5. Feedback on the evaluation of teachers is leveraged for improvement of the quality of teaching-learning process. The institution gives due recognition to innovative and creative contributions of its faculty and students.

6. The induction and in-service academic development programmes are integral part of faculty training. The faculty are encouraged to demonstrate creativity and innovation in teaching.

7. The institution adheres to the academic calendar for conduct of examinations. Transparency and security of evaluation system is ensured. The institution follows an effective mechanism for redressal of grievances pertaining to examinations.

8.The achievement of intended learning outcomes is central to the pedagogical and assessment processes of the university. The institution has mechanisms in place to analyze short falls in achievement of learning

outcomes and suggest improvement measures.

Research, Innovations and Extension

1. An independent R&D Cell facilitates the faculty to undertake research indigenously or through collaboration with other research organizations/ industry with provisions for funds and facilities in terms of laboratory equipment, research journals and research incentives.

2. The institution has a specialized research centre/ workstation on-campus and off-campus to address the special challenges of research programmes. Each PG department has infrastructure to facilitate research.

3. A significant number of research articles are published in reputed/ refereed journals as evidenced by metrics such as Citation Index, Impact Factor, h-index. The institution has an official Code of Ethics to check malpractices and plagiarism in research.

4. The institution has an official policy for structured consultancy rendered to Government / Non-Government organizations/ community/industry/ public.

5. An independent NSS Cell promotes the conduction of extension services. Partnerships with industry, community and NGOs for extension activities have been established. State level/university level awards andrecognitions have been received for extension activities.

6. The institution has MoUs with institutions of national/ international importance/other universities/ industries/ corporate houses etc.

7. An independent industry-institute interaction cell facilitates the interaction with industries and other institutions resulting in the establishment of highly specialized facilities.

Infrastructure and Learning Resources

1. The institution has adequate physical infrastructure and facilities for teaching learning as prescribed by the AICTE norms like laboratories Furniture, fixtures, equipment and good laboratory practices.

2. The state-of-art computers, Internet connectivity with the high speed and campus wide Wi-Fi facility are in place.

3. The library has adequate physical facilities such as reading room, reprography and internet bandwidth as prescribed by the AICTE. The library operations (issue of books, getting the necessary references, etc) are all IT-enabled and user-friendly.

4. The library is computerized and networked with other libraries like NDL, NPTEL. The Library Advisory Committee is responsible for the effective functioning of the library.

5. The library is stocked with adequate number of journals (national + international) and other library resources (i.e. CDs, NPTEL Videos, etc.).

6. The institution is connected with the National Knowledge

7. Budget provision is made for purchase, upgrading and maintenance of computers.

8. The institution frequently upgrades its IT facility and has latest computing facilities – hardware and software.The faculties are provided with the requisite facilities for preparation of computer aided teaching learning material.

9. An independent Operation & Maintenance Cell is in place with established procedures and systems for maintaining and utilizing physical and academic support facilities, buildings, laboratories, equipments etc.

10. The institution has a separate budget head for maintenance of the facilities available on the campus – physical facilities and academic support facilities.

Student Support and Progression

1. An independent Student Welfare Cell facilitates student welfare measures (scholarships, freeship, insurance, etc.) are provided by the institution. Specific student support is provided for SC, ST, OBC, PWD and economically weaker sections of society.
2. Personal enhancement and development schemes – coaching classes for competitive examinations, career counseling, soft skill development, etc. are available to the students.
3. Information about the institution is publicly accessible through its very dynamic and timely updated web site http://www.plit.ac.in
4. The institution has an independent Training & Placement cell which helps to identify job opportunities and also caters to the training needs of the students.
5. An independent Innovation & Entrepreneurship Cell facilitates business startup culture and develops entrepreneurship skills.
6. The institution has an independent Women Development cell which looks after the women welfare and security with clearly defined policy for prevention of sexual (gender) harassment.
7. The institution has a mechanism for timely redressal of student grievances. An anti-ragging committee monitors student interactions effectively.

8. The progression of students in various programmes of the institution is regularly monitored with special efforts to reduce dropout rate and increase pass percentage.
9. An independent Games & Sports Cell looks after the facilitation of all indoor and outdoor games supported by the university. Student participation in state, national and international level sports events is evident from the facts that there are color coat holders at the university level tournaments.

Governance, Leadership and Management

1. All decisions of the institution are governed by management of facts, information and objectives. The institution practices decentralization and participative management which is evident from the cellular organizational structure which grooms leadership at various levels.
2. Perspective plan document is an important component of the institution's strategy development and deployment process. The institution has a well defined Quality Policy and deployed with a systems perspective.
3. The institution has an effective Grievance Redressal Cell in place.
4. The institution adheres to AICTE norms and State Govt. policies on recruitment (access, equity, gender sensitivity and physically disabled) with an effective welfare mechanism for teaching and non-teaching staff.
5. The institution conducts programmes to enhance the competency of its faculty and non-teaching staff.
6. Effective welfare mechanisms of the institutions are available to its teaching and non-teaching staff.
7. Performance budgeting is a core planning activity used by the institution for informed decision making. The institution ensures transparent use of Performance Appraisal Reports.
8. The institution has adequate budgetary provisions for academic and administrative activities. The internal and external audits are regularly conducted.
9. Internal Quality Assurance Cell (IQAC) has significant contribution to institutionalizing quality assurance strategies and processes. External members contribute significantly in the functioning of the IQAC.
10. Academic audit of departments and its impact is an important quality initiative of the institution. The institution reviews its teaching learning process, structure, methodologies of operations and learning outcomes semester wise.

Institutional Values and Best Practices

1.One of the best practices is a system of Teacher Guardian /mentor-mentee to meet the academic and personal needs of students. .

2. Another best practice is Green and Clean Campus. The campus has been made eco-friendly by tree plantation, effective recycling of the waste for compost and a mechanism for rain water harvesting. Solar power has been the major area of renewable energy system at the campus. A grid connected 25KW solar power system is in operation.

3. One of the best practices is cellular organizational structure. Looking at the various activities, operations and processes in the institutes, there are various cells made functional. Each cell has a precisely defined set of functions. Each cell is headed by the Cell Coordinator. Each cell has few members preferably one from each of the five departments resulted into following benefits.

i. The academic and administrative operations are optimized in terms of efficiency.

ii. Participative management has lead to better sense of responsibility.

iii. Team work culture has been induced.

iv. Decentralization of authority has intensified the individual involvement.

v. Effective implementation of laid down policies.

4. Another best practices is the free book bank facility to all the students for all the semesters. Each and every student is issued a set of all the textbooks required during a semester free of cost resulted into following benefits.

i. Improved academic performance.

ii. Enhanced reading habits among students.

iii. Enriched library services.

iv. Fulfillment of institutional social responsibility

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PANKAJ LADDHAD INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES
Address	CHIKHLI ROAD ,YELGAON,DISTRICT BULDHANA-443002 MAHARASHTRA,INDIA
City	YELGAON DISTRICT BULDHANA
State	Maharashtra
Pin	443002
Website	www.plit.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Pradip M Jawandhiya	07262-243434	9422880399	-	principal_plit@rediffmail.com
IQAC / CIQA coordinator	Kishor R Sontakke	-	9822938547	-	plitiqac@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	15-06-2009

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	Sant Gadge Baba Amravati University	No File Found

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	10-04-2017	13	FOR ONE SESSION AS PER DOCUMENT

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	CHIKHLI ROAD ,YELGAON,DISTRICT BULDHANA-443002 MAHARASHTRA,INDIA	Rural	7.5	12288

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BE,Civil Engineering,	48	HSC	English	45	29
UG	BE,Computer Science And Engineering,	48	HSC	English	30	12
UG	BE,Electronics And Telecommunication Engineering,	48	HSC	English	30	3
UG	BE,Mechanical Engineering,	48	HSC	English	60	11
UG	BE,Electrical Engineering Electronics And Power,	48	HSC	English	45	16
PG	ME,Civil Engineering,STRUCTURAL ENGINEERING	24	BE	English	13	13
PG	ME,Computer Science And Enginee	24	BE	English	18	11

	ring,COMPUTER SCIENCE AND ENGINEERING					
PG	ME,Mechanical Engineering,CADCAM	24	BE	English	13	5
PG	ME,Electrical Engineering Electronics And Power,ELECTRICAL POWER SYSTEM	24	BE	English	18	10

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	9				18				49			
Recruited	1	0	0	1	1	0	0	1	30	5	0	35
Yet to Recruit	8				17				14			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				38			
Recruited	0	0	0	0	0	0	0	0	19	19	0	38
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				18
Recruited	2	1	0	3
Yet to Recruit				15
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	11	1	0	12
Yet to Recruit				3

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				20
Recruited	4	0	0	4
Yet to Recruit				16
Sanctioned by the Management/Society or Other Authorized Bodies				16
Recruited	5	0	0	5
Yet to Recruit				11

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	0	0	0	0	0	2	0	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	1	0	0	47	24	0	72
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	17	2	0	19

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	331	1	0	0	332
	Female	167	0	0	0	167
	Others	0	0	0	0	0
PG	Male	36	0	0	0	36
	Female	18	0	0	0	18
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	16	14	24	12
	Female	9	9	10	6
	Others	0	0	0	0
ST	Male	1	0	0	1
	Female	1	1	0	0
	Others	0	0	0	0
OBC	Male	73	85	89	41
	Female	25	25	35	18
	Others	0	0	0	0
General	Male	23	30	33	21
	Female	7	14	10	10
	Others	0	0	0	0
Others	Male	73	82	72	31
	Female	29	37	40	17
	Others	0	0	0	0
Total		257	297	313	157

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 10

1.2

Number of self-financed Programs offered by college

Response: 10

1.3

Number of new programmes introduced in the college during the last five years

Response: 5

2 Students

2.1

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
692	851	807	690	775

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
211	282	282	234	216

2.3

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
208	170	139	131	173

2.4

Total number of outgoing / final year students

Response: 821

3 Teachers

3.1

Number of teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
94	102	95	85	60

3.2

Number of full time teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
94	102	95	85	60

3.3

Number of sanctioned posts year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
94	102	96	87	84

3.4

Total experience of full-time teachers

Response: 256.4

3.5

Number of teachers recognized as guides during the last five years

Response: 01

3.6

Number of full time teachers worked in the institution during the last 5 years

Response: 143

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 21

4.2

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
183.74	213.40	234.58	208.42	287.11

4.3

Number of computers

Response: 393

4.4

Unit cost of education including the salary component(INR in Lakhs)

Response: 0.57

4.5

Unit cost of education excluding the salary component(INR in Lakhs)

Response: 0.048

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

- The institute follows the curriculum and academic calendar prescribed by the university. The printed copies of curriculum and syllabi/handbook are distributed among students and faculty members and uploaded on website.
- The action plan is decided by all HoDs and Principal.
- Principal proposes the academic calendar in line with universities academic calendar.
- Workload is prepared by individual head of department referring university syllabi.
- Subjects are allocated to faculties taking into consideration their qualification, their subject specialization, experience and his/her willingness.
- Time table is prepared by the department, its formal approval is obtained from the Principal and it is notified.
- Individual faculty prepares lesson plan in line with academic calendar. Course file containing notes, transparencies, soft power point presentations, laboratory manuals, frequently asked questions, are prepared by individual faculties. These course files are reviewed by respective head of departments.
- All the course material is made available to students by uploading it on faculty webpage along with the lesson plan.
- Timely feedback is taken by academic dean to monitor the effective implementation of academic calendar.
- Mid term, assessment examinations such as unit tests are conducted by department as per schedule in academic calendar.
- Students are encouraged to refer/utilize the resources such as NPTEL videos, syllabus, question papers, dissertation reports etc available in library.
- Mid Term feedback, mid term evaluation and mid term review meetings with HoDs and the Principal are conducted to monitor the academic progress and to observe effective execution of the academic plan.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.1.2

Number of certificate/diploma program introduced during the last five years

Response: 41

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
32	01	07	01	0

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)
Any additional information	[View Document](#)

1.1.3

Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 1.15

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Percentage of new Courses introduced out of the total number of courses across all Programs

offered during last five years

Response: 50

1.2.1.1 How many new courses are introduced within the last five years

Response: 5

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	[View Document](#)
Details of the new courses introduced	[View Document](#)

1.2.2

Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 9

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)
Any additional information	[View Document](#)

1.2.3

Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 17.87

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
189	44	419	34	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

The efforts are made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights etc., in support of the curriculum.

The institute has taken initiatives and implemented the schemes like:

- Tree plantations
- Rain water harvesting
- Vermi-composting unit for solid waste management
- Water harvesting in farm pond,
- 25 KW solar panels are installed for making green campus
- Plastic free campus
- Blood donation camp
- Tobacco/smoke free campus

Human rights and Social awareness

The various committees for maintaining the favorable ambience, harmony among the different class of stake holders are as below

- Women Development Cell
- Anti-ragging cell
- National Service scheme Cell

ICT Applications for curriculum enrichment

- Broadband Wi-Fi enabled campus
- Promoting E-Resources such as ERP, Android APPs utilization for processing and management
- E-Messaging Services such as WhatsApp
- NPTEL videos
- Open Source courseware
- Class rooms with LCD projectors

Gender Issues

- Anti-Ragging committee, grievance redressal cell
- Women development cell monitoring issues related to gender inequality.
- Girls retiring rooms are in campus.
- Representations of both gender in student councils

File Description	Document
Any Additional Information	[View Document](#)
Link for Additional Information	[View Document](#)

1.3.2

Number of value added courses imparting transferable and life skills offered during the last five years

Response: 36

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 36

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3

Percentage of students undertaking field projects / internships

Response: 7.51

1.3.3.1 Number of students undertaking field projects or internships

Response: 52

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Structured feedback received from

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: A.Any 4 of the above

File Description	Document
Any additional information	[View Document](#)
Any additional information	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2

Feedback processes of the institution may be classified as follows:

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2

Average Enrollment percentage

(Average of last five years)

Response: 46.94

2.1.2.1 Number of students admitted year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
155	288	289	236	208

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
431	576	576	468	432

File Description	Document
Institutional data in prescribed format	View Document

2.1.3

Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 60.76

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
99	188	163	156	142

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Response:

In every course, after the conduct of first mid examination the students are classified according to their learning capabilities. Accordingly, the slow learners are given additional learning assignments and corresponding arrangements are made in terms of extra classes, remedial classes. Even before the first mid examinations for first year students who seek late admission special arrangements are made to enable them as per the academic requirements. The department conducts the bridge courses for lateral entry students and first year late admitted students. Remedial Classes are regularly conducted by the subject experts beyond working hours.

Mentoring system:

For effective mentoring and for the welfare of the students, 15 to 20 students are attached to a faculty mentor. Mentors classified the allocated students into four categories according to their academic

capabilities in terms of prerequisite ability, perception level, focus and comprehension. According to each category, the suggestions are given by the mentor to the student to improve his/her academic performance. The college endeavors to look after the total personality development of students through classes, Co-Curricular and extra-curricular activities and counseling.

Special arrangements are made for advanced learners in the following:

Soft skills training programs and career counseling programs are arranged for advanced learners. The faculty offer guidance to the prospective professionals in addition to classroom teaching. The Training and Placement cell has been active not only in arranging campus recruitment drives, but also offering job awareness and training to the students. Special coaching classes are offered for GATE and other Competitive exams for advanced learners.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.2.2

Student - Full time teacher ratio

Response: 7.36

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2.3

Percentage of differently abled students (Divyangjan) on rolls

Response: 0.14

2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response:

Response:

In addition to traditional teaching-learning methods, the institute is highly interested in providing innovative methods for enriching the learning experience. The methodologies include illustration and special lectures, field study, case-studies, project-based-methods, experimental methods and group learning methods. The facilities arranged by the institute are listed below.

Lecture method:

This conventional method is commonly adopted by all the teachers. This method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners. At the end of instruction of each unit, the students are given with specific assignments which enrich their learning.

Interactive method:

Interactive method of learning includes group discussion, role-play, subject quiz, news analysis, educational games and discussion with question/answers

Information and Communication Technology (ICT) Enabled Teaching:

ICT enabled teaching methods have been made available in the institute. With Wi-Fi facilities in college campus and software support for arranging virtual class rooms ICT enabled class room facility is made available by the Institute to a limited extent.

The Teaching-Learning Process is supported with Regular Practical Sessions, access of Digital Library, Online Courses (NPTEL), online journals, Use of LCD projectors for seminars and workshops, productive use of educational videos, Accessibility of non-print material for students of Computer studies. Communication skills training facility make the students to acquire proficiency in listening, speaking, reading and writing.

Case Study Analysis and Discussion:

The case study method is a participatory, discussion based way of learning where students gain skills in critical thinking, communication, and group dynamics. Appropriate integration of case studies in chosen subjects is arranged by all departments.

Project–based Learning:

Project work is mandatory for all the courses offered at the institute. The period of implementation spans from one to two semesters. The effective phases of survey, case study, implementation, testing and report writing ensure the required project–based learning among the students. Some subjects are augmented with learning through implementation of minor-projects.

Experiential Learning:

The faculty members foster learning environment by engaging in rich experiential content of teaching through experimentation, demonstration, visual aids, periodical industrial visits, organizing exhibitions as well as presenting papers.

File Description	Document
Link for Additional Information	[View Document](#)

2.3.2

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

Response: 45.74

2.3.2.1 Number of teachers using ICT

Response: 43

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Any additional information	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3

Ratio of students to mentor for academic and stress related issues

Response: 7.28

2.3.3.1 Number of mentors

Response: 95

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	[View Document](#)

2.3.4

Innovation and creativity in teaching-learning

Response:

2.3.4 Innovation and creativity in teaching-learning

We have taken it as a challenge to improvise the Teaching – Learning environment into student friendly learning. We mainly adopted the following methods to transform the learning environment.

Digital library: Students are provided with an access with NPTEL for quick learners. College library has an access to many international journals & publications through memberships.

Subjective seminars: Additional seminars on the subjective topics, mini projects related to their technical subjects and submission of study reports on real time analysis is made mandatory from pre final year.

Power Point Presentations: Faculty made Power point presentations including the videos of the lectures on technical topics as per the syllabus is presented to the students at the end of every chapter for the students' ready reference. This helps the slow learners for a better revision.

Class tests: Students scoring less than 60% are regularly monitored by class tests. Concerned subject faculty members conduct class test by the end of every two chapters. Result in class tests is considered as a grading factor for internals. 20% of the marks are awarded as internal grade & 80% of marks are considered from the university examinations. Results were found improvised by conducting the class tests.

Outcome base learning: The institution ensures achievement of learning outcomes through:

* Feedback will be taken by the faculty members at the end of the course on course outcomes and the Assessment Committee analyze whether the corresponding outcomes are achieved through the course outcomes.
* The exit students will also give the feedback of the Program Outcomes when they are leaving the institution.
* Continuous evaluation in both theory and lab subjects.
* Every student's outcome is identified through the Course Outcomes and mapped with Program Outcomes and Program Specific Outcome.

Seminars and Guest Lectures: We do conduct seminars and call the eminent people to give the guest lecturers were often.

Industrial Visits: It is a regular practice for our Second and Third year students to visit Industries to have a practical experience. Final years do visit industries in their summer vacation and Internship is made compulsory for the final year students though it is not a part of curriculum. All these activities are taken care and monitored by Training & Placement Cell and Heads of Departments of the concerned departments.

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers against sanctioned posts during the last five years

Response: 93.62

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2

Average percentage of full time teachers with Ph.D. during the last five years

Response: 0.76

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	1

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3

Teaching experience per full time teacher in number of years

Response: 2.73

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	[View Document](#)

2.4.4

Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.4.5

Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

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2.5 Evaluation Process and Reforms

2.5.1

Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

2.5.1 Reforms in Continuous Internal Evaluation (CIE) system at the institutional level

We do follow the assessment procedure as per the norms of the Sant Gadge Baba Amravati University. We conduct two class exams of 30 marks each and take the average of both the exams that average will be considered in the internal marks of the student. External examination for the remaining 80 is conducted by the Sant Gadge Baba Amravati University. In addition to the class examinations we do conduct assignments as a part of continuous internal evaluation. Coming to labs, regular assessment is done where finally 20 marks are allocated for theory subject internals and 25 marks for lab internal as well as 25 marks for externals.

Exceptionally sometimes we conduct the class exams for the absentees in case if one is a meritorious student or participating in National and state level sports or if someone is very sick basing on medical grounds so that their percentage is not hampered. We insist extensive use of online- content and NPTEL and other video lectures to support the class room teaching. Comprehensive individual assignments are practiced and students need to present the assignment before submission. Seminars, technical paper presentation and mini-projects are introduced in the curriculum to make the environment activity based.

To refine the critical thinking among students, various group discussions, debates, seminars, workshops etc., are organized in which students explore new ideas and thus enhances their performance levels. Till today no special approach is followed for measurement of impact of the above practices. However the effect is seen as follows:

- Improved student understanding in domain knowledge and over all development of students.
- Improved results and pass percentage.
- Reduced backlogs and detention
- Improved quality of projects
- Improved placements and opting for higher studies.

Strategies adopted for student improvement:

Remedial classes are organized to clarify doubts, re-explaining of critical topics for improving performance. Poor performance due to frequent absenteeism is dealt by sending SMS and registered letters to the parents of such students. Appropriate counseling with additional teaching, eventually helps

students to attend classes regularly. All the staff members maintain good relation with students and deal with their problems in a gentle manner. Each class is divided into number of batches and separate tutorial classes are conducted to all students for all branches of undergraduate courses.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.5.2

Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Internal assessment in college is so transparent that every student has an idea about the standard internal evaluation process of the theory & practical subjects. The institute follows the regulations of Sant Gadge Baba Amravati University. Marks obtained in all the Class Tests are grouped and is considered as 50% of total marks for the Internal Exam. Slow learners are permitted to improvise their marks by redoing the class test as well as experiments if they have scored low. Heads of the departments are fully empowered to suggest the re-assessment of the total marks by the approval of department committee. The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. Then the College organizes orientation programs to the students to make them acquainted with the rules and regulations of the affiliating university, examinations, evaluation process, extra-curricular activities etc., similarly every department organizes a semester orientation program with parents in the first week after starting a new semester. Head of the departments communicate about the labs & subjects of the semester to the students, parents and other institutional members in the semester Orientation Programs. College handbooks are handed over to the students after the orientation program and college website link is also provided simultaneously.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.3

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

Response:

University examination related grievances are handled by the Exam faculty coordinator to make it time bound & transparent. There is a provision for revaluation of the answer sheets of university exams. The students who are not satisfied with the marks given can apply for revaluation. If the students are not satisfied even with the revaluation, they can get the photocopies of their answer copies by depositing the stipulated fee and they can have their answer sheets valuated on their own and find out the actual position.

College level class exam answer scripts are distributed to the students after getting evaluated within two days after conduction of examination and being asked for grievanaces if any in terms of evaluation or any question unvalued and accordingly it is corrected in the class and students are satisfied with this mechanism. The marks awarded for the class exams which constitute the internal assessment component are displayed on the notice board of respected department.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4

The institution adheres to the academic calendar for the conduct of CIE

Response:

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

The committee consisting of Principal and Head of Departments prepare the academic calendar well in advance before the commencement of the semester as per the guidelines of University Academic Calender. The calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. The faculty members of the concerned department gather the lists of courses for the coming semester. The head of the department finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. The faculty members are prepares the lesson plan before the commencement of semester, indicating the topics to be covered lecture wise including the evaluation process for each subject and approved by the head of the department. It is then, made available to the students. Timetable in-charge of each department prepares the timetable as per the guidelines of respective statutory bodies for the number of credit hours for each subject prior to the commencement of the semester. Time-table is uploaded on the system and displayed in the respective department notice boards. The performance of the students is assessed on a continuous basis by conducting two class exams per semester where the average is taken of both. In addition to the tests, assignments, mini-projects and quiz are also the part of Continuous Internal Evaluation. The evaluated answer books are returned to the students and an opportunity is given to the students to discuss

the evaluation with the teacher. The teacher rectifies any error on the spot, if any. Finally the Internal Assessment is carried out for 30 marks.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Program outcomes (PO's) are displayed at the notice board at the time of counseling for admission process. PO's are conveyed to the students at the beginning of every academic year, every subject teacher conveyed course outcomes (CO) at the introductory lecture of respective subject/course. The college has clearly specified the learning outcomes for its programs on College website. Every course has specific set of objectives which are approved by the Board of Studies of the Sant Gadge Baba Amravati University. Course Outcome of the respective subject designed by considering their Objectives. The copies of the syllabi are kept in the College library for students as well as available on college website. The students are made aware of the learning outcomes through the Principal's address in the beginning of the academic year in the form of induction program. The faculty of every subject explains course objectives, evaluation pattern, marking scheme etc. to the students. The induction program and the website also highlight the same.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.2

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Method of assessment of POs / PSOs

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. Throughout the semester the faculty records the performance of each student on each course outcome.

Average attainment in direct method = University Examination (80%) +Internal assessment (20%)

Indirect assessment strategies are implemented by embedding them in Student Exit Survey, Employer Survey and Alumni Survey. Few of the POs are assessed based on relevant developed rubrics. Finally, program outcomes are assessed with above mentioned data and Program Assessment Committee concludes the PO attainment level.

Average attainment in indirect method = Average (Alumni survey + Employer survey + Exit survey)

The following scoring function is used to calculate the average attainment of each PO.

PO /PSO Attainment (%) = (weightage: 80%) x (Average attainment in direct method) + (weightage: 20%) x (Average attainment in indirect method)

According to the above depictions, each POs/PSOs are assessed and finally found the attainments as per attachment.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.3

Average pass percentage of Students

Response: 90.42

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 217

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 240

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.41

File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2

Percentage of teachers recognised as research guides at present

Response: 1.06

3.1.2.1 Number of teachers recognised as research guides

Response: 1

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3

Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Our institution has taken various initiatives for creation & transfer of knowledge to the students. The students get an opportunity to update their knowledge for recent technologies in their respective field by participating in special workshops in collaboration with industry & experts conducted by the college. The students also have project work in the last semester which exposes them to the latest knowledge in applications for their respective interested fields thereby constantly improving their representation and communicative abilities. Some of the Important projects such as Static Analysis of Go-Kart Chassis consisting most innovative spare parts and is made very cost effective as far as Automobile innovations are concerned. The Second most important and useful project is Modern Electrical Tricycle for Handicapped Person, which can be best utilized on regular basis by physically challenged person. Also Some of the students are interested to carry out certain eco friendly projects during their curriculum such as Concept of Green Building With its Estimation And Costing and Automatic Street Light Energy Saver Circuit encompassing the natural resources and its uses.

Students also have internship in the industry which updates them for latest work expertise in their respective fields. The college has organized Research Methodology workshop to train the students in conducting scientific research. The college also invites eminent personalities from various branches of subjects for workshops and lectures. The institute also motivates the students to prepare wall-papers, posters, exhibits to transfer the knowledge on recent issues. College subscribes to free subject journals, e-journals and other online resources. There is no separate incubation centre but college has related facilities like e-resources through e-library & Internet connected computers. Courses like - Free computer training course, Technology in Banking, Survey of Computer literacy are conducted occasionally.

In Overall the Institute is always ready to provide all possible helps to students to guide them and to fulfill their own aims and ambitions.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

3.2.2

Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 19

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	6	6	3	0

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1

The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2

The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
List of Awardees and Award details	[View Document](#)

3.3.3

Number of Ph.D.s awarded per teacher during the last five years

Response: 4

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 4

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)

3.3.4

Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 1.24

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
44	56	3	5	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.5

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.39

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	11	9	5	6

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1

Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The NSS unit at the institute is setup with a good strength of 100 students. The Institute promotes institute–neighborhood community network and student engagement through this unit. A number of bustle are carried out by this unit contributing to good citizenship, service orientation and holistic development.

Institute involves the faculty and students in community work. This poultice the students to learn ethical values and understand their amenability and develop as good citizens.

Social operatives like blood donation camps, tree plantation, and road safety camps are organized now and then so that the students remain in touch with the nearby social issues, being aware with the nature and various problems people come while moving onto roads.

Faculty members and students visit the orphanage in the vicinity of the institute, provide support and interact with them. This develops the quality of social responsibility and humanity within the students and the faculties.

Created awareness about various saving group schemes such as beti bachao beti padhao and empowerment of the women working in spectra of the society. Also camp on women harassment at working places is conducted. This makes the today's women aware about all such activities happening in the society.

Faculty and students actively participate in Swacch Bharat Abhiyaan in campus so as to keep the premises of the college and the surrounding area clean and in fine fettle.

Institute has an active NSS cell through which different social activities are planned and executed for each academic year.

The institution promotes college-neighborhood network community development by conducting regular activities related to social responsibilities of the institute. NSS Units comprising of 100 students are active in community development activities, like :

Cleaning of villages in the nearby vicinity so as to motivate the gist of cleanliness among the dweller and acknowledging them asset of the same

Free health check-up camps such as eye checkup, etc are conducted so as to fade-out the suffering of the needy people and create healthy domain.

Tree plantation is done in the college premises to make the environment green and fresh.

Students From nearby villages are brought to give basic computer education by imparting no rake-off. This will bring the rural area one step in alignment to the digital India. In addition to all such activities blood donation camps are straightened out for helping the inmate in hospital of authority and various other in the city.

File Description	Document
Link for Additional Information	View Document

3.4.2

Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 20

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	4	4	3	6

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3

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 last five years

Response: 30

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	5	12	4	1

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4

Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 49.41

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
692	740	100	240	100

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

3.5.1

Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 78

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	17	29	8	11

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)
Copies of collaboration	[View Document](#)

3.5.2

Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 43

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2016-17	2015-16	2014-15	2013-14	2012-13
14	12	11	6	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document](#)
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college is sufficiently well equipped in terms of physical infrastructure for existing academic programs and administration. To keep pace with growing demands of higher education, the college has significantly enhanced the infrastructure. The entire classrooms & laboratories are optimally utilized from 8.00 a.m. to 8.00 p.m. (Mon to Sat). The academic session is so framed that our classrooms, laboratories and computing equipment are occupied from morning till evening. Regular campus activities ensure that our Audio visual hall and seminar hall are utilized around the year. The college has the adequate infrastructure facilities for conducting Graduation and post graduation courses for engineering with spacious furnished laboratories as per norms to continue with any academic activity. Further, every Department is equipped with their own computing resources as well as departmental library. The Departments have their own specialized software in their laboratories. In addition to the above, the college has a Central Library which is equipped with different National and International journals. Digital Library is an additional advantage for the college.

- **Co-curricular activities (Auditorium, Open air theatre etc.)**

The college has its own auditorium hall in addition to the department seminar halls in almost every department to meet the requirements.

- **Laboratories**

All department of the college are fully equipped with latest state-of-the-art technology equipment as mentioned in the curriculum. Every department has got their own computing facility with latest software to meet their own requirements of major project/mini projects and research activity.

In addition to the regular curriculum, students are encouraged to pursue their study/project work in the emerging areas of Research. The college has established advanced Research laboratory facilities in specific areas to inculcate research habits among the student fraternity.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.1.2

The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

Facilities accessible for extracurricular exercises

- **Sports-**

The institution has well developed facility for Sports both outdoor and indoor. Students are promoted to participate in state, National, University and International level competitions. The sheet attached in additional information shows the list of indoor and outdoor games.

- **Auditorium-**

Institution conducts workshops and seminars in the Seminar Hall with capacity of 200

Students and in an Auditorium with an area of 616 sq.m.is constantly accessible for curricular and extracurricular exercises according to require with the capacity of 500 students at time.

- **NSS-**

NSS has been introduced at Pankaj Laddhad Institute of Technology and Management studies,Buldana since 2010 as a part of the academic programs and since then NSS has been functioning as a regular feature in the realm of education. The overall objective of the scheme is "Education and Service to the Community". It is a student-centered program in which projects are implemented by the NSS volunteers in the community in close collaboration with Sant Gadge Baba Amravati University, Amravati. The college has NSS unit with capacity of 100 students. The NSS-Cell organizes various activities like:

1. A program on Yoga & Meditation on occasion of international day of yoga
2. A program on Tree Plantation
3. Different activities are scheduled on Independence Week
4. A program on Matdar Janjagruti and Swachhata Abhiyan
5. A workshop on computer literacy on world literacy day
6. Blood Donation Programme
7. Street play for "Beti Bacchao"
8. Voter ID registration form.

- **Cultural Activities-**

Students are encouraged to participate at College Level and intercollegiate competitions in cultural activities. Separate Cell with Coordinator and Departmental members is working to monitor the activities of students related to cultural events.One isolate cell known as Extra curricular and Enrichment Cell is established for the conduction of different cultural activities.

- **Public Speaking-**

To make students competent to speak publicly, debate competitions are organized in the college. Students use Language Lab and online training materials to prepare themselves in area of public speaking. Library procures books and reading material related to public speaking and makes it available to the students.

- **Communication Skills Development**-

A full equipped Language Laboratory with ETNL: Language Lab Software (1 server+ 20 clients) is available where students learn English at self paced speed. Besides this DVDs and CDs are available at Language Lab to improve students Interview and Group Discussion Skills.

- **Health & Hygiene** –

First Aid/ Sick Room is available at the college with all the First Aid Facility with two beds. Besides this neat and clean hygienic environment is maintained in the college keeping in mind health of students. Water coolers are equipped with Water Purifiers. Women Development cell arranges for talks by Doctors on issues related to Body hygiene and health. General cleanliness is maintained on daily basis by housekeeping.

- **Yoga-**

An International Yoga Day is celebrated every year in the institute by the students as well as all faculties on 21st June. The institute also involved in the conduction of the programs related to Art of Living organized by the NSS unit of the institute.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.1.3

Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 33.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 29.12

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
40	6	60	90	150

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS)

Response:

Library is automated using Integrated Library Management System (ILMS)

Library automation refers to the use of computer to **automate** the typical procedures of **libraries** such as cataloging and circulation. **Automation** is a process of using the machinery for easily working and saving the human power and time.

Name of the ILMS software : Synchronic ILMS Software Sack Info 2.5ERP

Nature of automation : Fully AutomatedWith Barcode

Version Sack Info : 2.5ERP

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.2.2

Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

A Library endowed with latest books & periodicals forms the backbone of any educational Institute. In the present age of information explosion Libraries have attained the central position in all education.

The central Library having a total collection of over fourteen thousand documents comprising of Reference, Text & e-books, Theses, National & International. e-Journals, compact discs, Bound volumes in the fields of science, Engineering and Management. Rare books contain Competitive Examinations books, General Books including manuscript, novels.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.2.3

Does the institution have the following:

1. **e-journals**

2. **e-ShodhSindhu**

3. **Shodhganga Membership**

4. **e-books**

5. **Databases**

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	[View Document](#)

4.2.4

Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 3.5

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	3.0	2.67	5.70	6.14

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)
Any additional information	[View Document](#)

4.2.5

Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	[View Document](#)

4.2.6

Percentage per day usage of library by teachers and students

Response: 11.32

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 89

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities including Wi-Fi

Response:

IT Service Management -The college adopts best practices for scalable and sustainable implementation of all IT services. It provides computing and networking services such as desktops, laptops, internet for all the departments, library and office. Appropriate standards are followed for selection, purchase, setup and maintenance of all computing and networking equipment .Procurement of computing and networking equipment are made through a Committee comprising of the Principal and Heads of the various Departments.

The institution has a broadband connection of 20 mbps capacity from BSNL and Sai internet service. The campus is wi-fi enabled. The students and the teachers can avail the facility of wi-fi. These facilities of the college are regularly maintained and the college ensures that the benefit of the facility is available to all the students enrolled and the staff members of the college.

File Description	Document	
Link for Additional Information	[View Document](#)	

4.3.2

Student - Computer ratio

Response: 1.76

File Description	Document
Student - Computer ratio	[View Document](#)

4.3.3

Available bandwidth of internet connection in the Institution (Lease line)

Response: 35-50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.3.4

Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)
Link to photographs	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 54.82

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
80.28	72.81	135.84	147.10	194.61

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

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.

Response:

All the Departments and various functioning units of the college are provided with all the required infrastructure facilities like class rooms, faculty rooms, girls waiting halls, laboratories etc. The effective usage of all the facilities is ensured by introducing exclusive hours for sports, extra lab hours, exclusive hours to visit advanced labs and Central Library in the regular time table itself. Students can avail the facility of yoga training every week. During these slots concerned class in-charges / faculty members will ensure the presence and utilization of facilities by the students.

A separate computer maintenance team is available which handles the departmental requirements. For every computer centre, a Programmer / Technician are recruited and a faculty member is made in-charge of the centre. An exclusive department with 04 hardware engineers is functioning in the college to cater to the needs of day-to-day computer maintenance. However, minor software and hardware problems are being handled by the concerned lab technicians. Central library has its dedicated human resource and the departmental libraries are taken care of by the department office assistant and a faculty In-charge of the concerned department.

All the departments take care of timely maintenance of the laboratory equipment. Most of the maintenance work is completed during summer break and a close monitoring of maintenance activities is a prime responsibility of heads of the departments.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 70.74

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
516	534	512	505	618

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2

Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 6.54

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
49	83	62	37	22

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)

5.1.3

Number of capability enhancement and development schemes –

      1. **For competitive examinations**

      2. **Career counselling**

      3. **Soft skill development**

      4. **Remedial coaching**

      5. **Language lab**

      6. **Bridge courses**

      7. **Yoga and meditation**

      8. **Personal Counselling**

Response: C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4

Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 9.16

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
87	57	76	63	62

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5

Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 7.76

5.1.5.1 Number of students attending VET year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
79	55	135	13	18

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6

The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1

Average percentage of placement of outgoing students during the last five years

Response: 41.78

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
87	58	74	62	56

File Description	Document
Details of student placement during the last five years	[View Document](#)

5.2.2

Percentage of student progression to higher education (previous graduating batch)

Response: 10.1

5.2.2.1 Number of outgoing students progressing to higher education

Response: 21

File Description	Document
Details of student progression to higher education	[View Document](#)

5.2.3

Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 80

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) year wise during last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	5	2	4

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
155	1	5	2	4

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 10

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	4	4	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2

30-09-2024 10:35:24

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The members of the student councils are as follows :- Rank holder students of each class as a class representative , NCC representative NSS representative SPORTS representative Cultural representative, Ladies representative These representatives elect the secretary of student council, who represents college as University representative at University Student Council. The student representatives are also nominated by the Principal on following committees such as, IQAC, Anti ragging committee, Student grievance redressal cell, Annual college magazine, College canteen committee, Library Cultural committee, NSS, Sports, Student Development Committee Student council helps to maintain discipline in the college. Student council members identify students in sports, cultural activities and motivate them to get involve in various activities & competitions and to participate in organizing Annual Social Gathering, Republic Day, Independence Day, NSS camp, Social awareness etc.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5.3.3

Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 23.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
23	24	23	26	23

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1

The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The alumni association of the college is not registered.The several departments of the college organize the alumni meet. Role played by past students: They help present students for 1.Projects 2.Career Guidance 3.Interview Techniques 4.Placement activity, Software Training, Provide internship, industry academia association. 5.Personality development 6.They work as resource person at workshop and seminars, Guest Lectures, Judges for Competitions organized by the department and provide their guidance to the students.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5.4.2

Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3

Number of Alumni Association / Chapters meetings held during the last five years

Response: 2

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision:- Excellence in professional education & research for shaping "Gen-Next"

Mission:-

- To educate students with strong fundamentals and sense of lifelong learning.
- To achieve excellence in professional education by adapting innovative teaching & learning
- To inculcate research with creativity & innovation, professional ethics, leadership quality, entrepreneurship skills to meet the social needs.
- To promote product development & industry-institute interaction.

Faculty involvement in decision-making

Various committees are formed for the smooth conduction of institute working. The faculties are assigned with the portfolios.

Faculty members are actively participating in department level meetings and the resolutions are passed on to the Principal for final decision.

In addition, faculty members are serving as members of various committees formed at department level and institute level where the decisions and opinions of committee members play crucial role in decision making.

All such issues are addressed by the Head of the Departments with their faculty for implementing the decisions taken by the Principal.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.1.2

The institution practices decentralization and participative management

Response:

All the teaching, administrative & sport departments of the college works under the supervision of Principal. HOD's monitors Day-to-day activities of the departments.

Principal conduct the meeting with HODs of respective department timely & wherever necessary. Many times Faculty members along with HOD interacts with principal & decide the strategies for smooth conduction of work. Similarly Incharges of various committees along with committee members conducts the meeting with principal & decide the course of action. After the meeting, minutes of the meeting are conveyed through appropriate mechanism with the approval of Principal for implementation.

various cells are in existence to decentralize the academic and administrative activities as mentioined in attached file.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Present Position:- The college was started in the year 2009 with 4 branches Mechanical Engineering, Computer Science &Engineering, Electrical (Electronics & Power) Engineering and Electronics & Telecommunication Engineering. In the academic year 2010-11 one more UG course introduced as Civil Engineering. From 2010 a Nationalised Banking facility was start providing to the students & staff in college campus. Two PG courses ME (CAD/CAM) & ME (Structural Engineering) were introduced in academic year 2013-14. Inceptions of the various professional bodies like ISTE,IETE were made in 2013-14. In academic year 2014-15 college has introduced two more PG courses in Electrical (Electrical Power System) Engineering & Computer Science & Engineering with Lateral entry intake for direct second year student for Civil Engineering. With these five UG & Four PG courses college serves the society. College has ISO certification from the academic year 2014-15. To provide the facility for rural students & Faculty members college has started Nodal Resource Centre (NRC) for spoken tutorial project-IIT Bombay for Buldana district region, NPTEL Local chapter IIT Madras, IIT Bombay Remote centre for STTP programs for Buldana District from December 2016. The hostel facility is incepted for the boys in year 2017. College has installed the Solar Panel for protecting environment, as our institute is bind for the development of society, college conducts various awareness programs like Aids awareness rally, Electoral registration campaigning, Swach Bharat Abhiyan, Tree plantation awareness and others under the National Service Scheme. College students has registered their names for Green Army. Right from the establishment college has functioned with good quality policy. Though IQAC cell is formed in

July 2017, college has been working on quality assurance from past few years.

File Description	Document
Any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.2

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Principal of the College is the head of the institute. A council of staff members which includes all Heads of Departments gives suggestion to the Principal on all academic matters. Many times the Management representatives visit frequently and discuss the issues related to college development, administration, appointment and infrastructural needs. The Principal and staff provide information and suggestions regarding academic and infrastructural development with the Local Management Committee (LMC) / College Development Committee (CDC). In the meeting of CDC the responsibilities are defined and communicated to the staff through the principal. The principal communicates the responsibilities to head of the departments and chairman/ coordinator of various committees. The decisions and policies related to students, academic as well as co-curricular, are mutually discussed by the team, and decisions are immediately taken and implemented for the benefit of the students. Faculty members conduct various development activities, seminars, workshops, industrial visits for the direct development of the students, and report for the same is submitted to the principal and head of the department. College has grievance redressal mechanism for the staff members. Internal Complaints Committee is also functional. All the procedures, rules and regulations related to recruitment are followed as per the directions of Sant Gadge Baba Amravati University, Amravati. Promotional policies, Service rules as well as grievance redressal mechanism are well defined and are maintained at the College office.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3

Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4

Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

College has its organizational structure and there are various cell formed for the smooth conduction of college activities. Principal is the chairman of all the cells and every meeting conducted in his leadership is evidenced through the minutes of the meeting. Final resolution in meeting is then put for the implementation. Timely conducted meetings are hence evidenced through its appropriate mechanism. The College has formed its IQAC and NAAC steering committee on 3rd July 2018. The first meeting was held on 3rd July 2018 and in this meeting decision was taken to apply for the NAAC Accreditation.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

Following welfare measures are available for teaching staff and non teaching staff.

- Teaching staff can avail the facility of partial withdrawal from their GPF accounts in case of family needs like marriage purpose, education of their wards, construction of house, for medical need of family members.
- There is a medical reimbursement policy available for teaching and non teaching staff.
- Concessional transportation facility.
- 50% tuition fee concession for supporting staff children studying at PLIT
- Free medical facility for common ailments
- Financial support for up gradation of knowledge through QIP/ conferences/workshops

File Description	Document	
Link for Additional Information	[View Document](#)	

6.3.2

Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3

Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
07	03	03	05	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4

Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 1.03

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
03	02	00	00	00

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5

Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The College office keeps up the Service Book of each teaching staff. Aside from this College moreover circles and gets the type of Self-Appraisal/Academic Performance Indicator (API) appropriately filled by the individual teacher in each academic year. The said reports are kept by IQAC in its office. IQAC additionally investigations the same and readies its own particular report for the individual teacher. Non-Teaching staff: College office keeps up the CR (Confidential Report) document in which the Confidential Report of the execution of the non-teaching staff arranged by the Principal is kept up.

6.4 Financial Management and Resource Mobilization

6.4.1

Institution conducts internal and external financial audits regularly

Response:

In each financial year the college leads internal audit through departmental staff and also external audit by the statutory Auditors. The internal money related book keeping would be finished before tenth of each month thinking about all the earlier month exchanges. After culmination of the month to month accounts the same records would be examined by the interior evaluators designated by the administration. While checking passages, on the off chance that any errors/weaknesses recognized/saw the same could be amended around the same time by the concerned offices. After corrections assuming any, the report would be put together by interior reviewers to the governing Body for endorsement. The external statutory inspectors might visit the institute office twice in a year for vouching review and presenting the last audit report. After finish, the last statutory audit report should be submitted to the Governing body for endorsement in the period of June consistently. After endorsement, the monetary records, reports could be utilized for all statutory purposes

File Description	Document
Link for Additional Information	[View Document](#)

6.4.2

Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3

Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The regular fees are deposited by the students directly in the Bank Account of the College or pay in cash. Scholarships & Free ships from the Government are periodically received and get deposited in the Bank Account of the College.

The institutional strategy to generate funds is primarily based on Quality enhancement strategy. This strategy is essential in teaching learning and scientific-work environment. By quality enhancement, the scope for increasing consultancy widens which leads to generation of more funds. By providing quality enhancement, a better fee structure can be claimed by the college that can be sanctioned by the government.

Optimal utilization of Resources : The College Infrastructurs is being allowed to be utilized for the conduction of various Government Exams and competitive exams in both offline and online mode on college holidays/ sundays etc. The revenue generated through these activities is mobilized through the Institue for the benifit of stakeholders.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response:

The IQAC of the college is established in June 2017.

IQAC has significantly contributed towards the institutionalizing the strategies & processes for assurance of quality on the College campus through its various steps taken. IQAC monitors all the activities of the College like Teaching-learning, Curriculum planning and implementation, Student activities and all the extracurricular and co- curricular activities.

Quality parameters defined for various academic / administrative activities of the institute.

The IQAC assess the quality parameters and provide required corrective measures to be taken for improvement.

The Induction programs are organized for all newly joined faculties.

For overall development of Faculties the seminars & workshops are arranged.

Conducting Guest Lectures of eminent academician and Industry Experts.

Arranging regular training / certification programs for students and Staff.

IQAC supports the internal choice / elective subjects, so that the students get to learn the subjects of their owe interest in the college campus.

Action plan for enhancing quality of student projects (outcome based approach)

Teaching and Learning:

IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Feedback from the stakeholders (students, alumni, industry experts, research organizations and parents).

Monitoring of course files, Lecture Schedules, Teaching plans by random sampling

Verification of sessional test, analysis of question papers

Arrangement of remedial classes for weak & backlog students after the completion of syllabus & before the commencement of University examination.

Identifying the new processes and recommending the same for improving the quality.

Adequate infrastructure and human resources

The departments have established labs with necessary equipments to Carry out practical & projects. Central library & Digital Library facilities are enhanced to update with online national and International reputed journals etc.

Special leaves & reducing the teaching load to teachers

Faculty members working on research projects are given the facility of reduced teaching – load & the leaves has been sanctioning in addition to academic leave for attending the workshops/seminars relevant to their research projects and associated works.

Budget allocation for Research & Development

The college makes budget provisions to procure necessary equipment for experimental projects, travel support for faculty attending conferences, internal funding, subscribing research journals up to date to strengthen the library, reference books and text books.

Support in terms of technology and information needs

The Institute supports & encourages the participation of faculties in the various syllabus upgradation workshops/ Seminars at different levels like university, Colleges etc. This gives experience of the latest trends, issues, technologies, etc.

IQAC strongly follow the green initiatives.

The institute has recently installed the photovoltaic Solar panel for electricity generation by this process. Use environment friendly resources, Tree plantation activity under NSS is planned every year and other initiatives are taken to support the Green initiatives.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response:

IQAC reviews its teaching-learning process, structures & methodologies of operation per semester. The learning outcomes are periodically verified by IQAC through students feedback and departmental meetings. Institute has adopted following processes in teaching and learning

1. Biweekly syllabus coverage is taken.

2. IQAC advises faculties to use various audio visual aids to make teaching learning process more interactive.

3. Arranging training programs on new technologies and assessing its impact on teaching learning

4.Guest lectures by eminent academicians and industry experts

5. Subject based seminars/workshops are arranged for faculties as well as students

6.Conducting seminars by students

7. Besides regular classroom learning and innovative teaching methods like

     Field trips

     Industrial visits

     Internships

Are arranged regularly.

8. LCD projectors are provided for each department for assisting teaching.

Encouraging faculty for online certification Courses (NPTEL, MOOCS, Etc.):

Faculty members and Students have got NPTEL course completion certificates for various Courses in the Academic year 2016-17 and 2017-18.

Some of the initiatives related to quality we have already initiated before estabilishing IQAC.

File Description	Document
Link for Additional Information	[View Document](#)

6.5.3

Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
IQAC link	[View Document](#)

6.5.4

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for**

improvements

2. **Academic Administrative Audit (AAA) and initiation of follow up action**

3. **Participation in NIRF**

4. **ISO Certification**

5. **NBA or any other quality audit**

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)
Annual reports of institution	[View Document](#)

6.5.5

Incremental improvements made during the preceding five years *(in case of first cycle)*

Post accreditation quality initiatives *(second and subsequent cycles)*

Response:

PLITMS is a self financed in the year 2009 with a intake of 240 students at UG level with four streams of Engineering namely, Computer Science & Engineering, Electrical (Electronics & Power) Engineering, Mechanical Engineering and Electronics & Telecommunication Engineering 60 each, approved by AICTE, Recognized by DTE, Maharashtra & Affiliated to SGBAU, Amravati. In the year 2010-11 one more stram of enginnering introduced namely Civil Engineering with a intake of 60 and additional division of Mechanical Engineering of intake 60.

PLITMS introduced two PG courses intake each of 18 namely M.E. (CAD/CAM), M.E. (Structural Engineering) in academic year 2013-14 & again two PG courses intake each of 24 namely M.E. (Computer Science & Engineering) & M.E. (Electrical Power System) get introduced in 2014-15 alongwith lateral entry intake for Direct Second Year Civil Engineering students in academic year 2014-15.

We are bind for continuous improvement in quality of education & research with the contribution & the suggestions from all our stakeholders. Following are the major initiatives taken by the institute:

Curricular Aspects

We focus on Result orientated approach.

PEOs, Pos, PSOs and COs have been conscientiously framed for each program after in-depth of curriculum and syllabi.

Few salient points are:

1. Environmental studies courses are introduced as mandatory course at UG level.

2. Various programs are organized to inculcate human values & professional ethics among the students.

3. Programme Elective Courses.

4. NPTEL courses

5. Internship

6. Mini Project

7. Communication and Presentation Skills Lab.

Educating, Learning and Evaluation

We promote our faculty members to opt for higher & quality education.

Faculties & Students are using the NPTEL addresses and e-assets.

In the A.Y 2016-17 aggregate of 12 Faculty individuals and 54 Students have NPTEL course finish endorsements.

In the A.Y 2017-18 aggregate of 05 Faculty individuals and 22 Students have NPTEL course finish endorsements.

Subject allotment is based on the experience of the teacher & with his/her willingness.

Hostel facility for Boy's has been started in college campus in academic year 2016-17.

A nationalized banking facility is made available in college campus.

Emergency medical facility is available for the students as well as Employees.

Prominent senior employees are designated to hold key positions.

Presumed academicians and prestigious industry personnel visit the institute to illuminate the Faculty and students.

Honors and prizes awarded to the merit Students.

Self Appraisal system has been initiated to review the performance of the Faculties annually.

Recognition for the institute

PLITMS awarded with "Most Innovative Engineering College in District" by Global Prime Times in 2014.

ISO 9001:2008 certified the institute

PLITMS recognised as NPTEL local chapter and has actively participated in various courses. Our Institute also recognized center for Buldana District from IIT Bombay for Spoken Tutorials.

Faculty/Students are utilizing the NPTEL lectures and e-resources.

PLITMS recognized with Most active SPOC for NPTEL course.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Number of gender equity promotion programs organized by the institution during the last five years

Response: 14

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	2	2	4	1

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

    1.Institution shows gender sensitivity in providing facilities such as:

        1.Safety and Security

        2.Counselling

        3.Common Room

Response:

1**. Safety and Security :** The institution gives highest priority to safety and security of students, staff and infrastructure of the college.

Following steps have been taken by the college to look after safety and security of the college.

1. The institution has installed CCTV (closed circuit Tele vision) cameras at different places inside the campus to supervise activities going on inside the campus.The provision of CCTV has been provinding the extraneous security amongst all the students and staff members.

2. A college committee has been formulated which is active and regularly looks after and supervises

safety and security of the college. In this committee, teachers, non- teaching staff and representatives of students are members.

3. In staff council meetings, safety and security of college is discussed. Opinions are sought by members of staff council regarding safety and security of the college. Their feedback about safety of the college is considered and action is taken in this connection.

4. In the meetings of Internal Quality Assurance Cell (IQAC) there is a discussion about safety of the college. In this connection, necessary actions are taken.

5. There is a night guard appointed for the safety of vehicles, motorcycles of the college staff and students of the college and we also have shade facility for parking the vehicle.

6. The institution always remains in contact with the police administration and civil administration of the district, regarding safety measures of our students.

7. In case of any emergency, specified numbers are displayed on website.

8.The insurance of building and equipments has been taken..

2. Counseling: There is a counseling cell of the college which functions properly. This cell occasionally sits with students and gives them information about personality development and arranges the personality development program. It helps students to identify present job opportunities in the current scenario.

For effective mentoring and welfare of the students, 15-20 students are attached to a faculty mentor. The mentoring system is adopted to improve the rapport between the faculty and students. The main objective is to keep track of the progress of the students and counsel them accordingly for academic and personal guidance.

Parents of the students are timely informed wherever the necessity arises such as lack of attendance, poor academic performance and psycho-social problems.

We are calling resource persons for counseling the students.

3.Common Room Facilities:- There are girls common room and boys common room available in the college with basic facilities.

7.1.3

Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 37.31

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 25

7.1.3.2 Total annual power requirement (in KWH)

Response: 67

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Link for Additional Information	View Document

7.1.4

Percentage of annual lighting power requirements met through LED bulbs

Response: 11.63

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1.0

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 8.6

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5

Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

- **Solid waste management : -**

- Solid Wastes are collected, segregated at the separate pit. The waste is left for decomposition and then it is used as compost for trees and plants planted in the campus.
- For Disposal of some of the Solid wastes Dumping Ground is created under NSS Activity Camp.

- **Liquid waste management : -**

- Liquid chemical wastes generated from chemistry laboratory are out lated and Contained in Sink Tank placed behind Chemistry Laboratory.

- **E-waste management : -**

- Electronic goods are put to optimum use; the minor repairs are set right by the staff and the Laboratory assistants; and the major repairs, by the professional technicians, and are reused.
- The computers are having a annual maintenance contract and our systems are yet to reach the stage of discarding. Instead of buying new cartridges we adopt the policy of refilling the existing cartridges so as to minimize the E waste.
- The waste compact discs are used by students for decoration and participation in competitions on 'Art from Waste'. When they fall out of use, they are handed over to the computer laboratory assistant.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.6

Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting

- To sustain the ground water availability the Institution has adopted rain water harvesting system.
- The systematic rain water harvesting to collect the rain water from terrace is implemented.

- For improvement of ground water level, all buildings are provided with roof water harvesting. Also it helps to recharge the tank.
- Rain water is used for gardening.
- Frugal use of water has ensured constant supply of water for the stakeholders in the college.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.7

Green Practices

- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Bicycles – Students, Staff and Faculties are encouraged to come to college by bicycles. To encourage this, concerned day is fixed , on that day every stakeholders comes to college by using bicycle.

Public Transport - The State Government subsidized/concessional public transport facility is being utilized by our students for which required documents are being issued by institute.

Pedestrian Friendly Roads – For the smooth transportation within the institute, the Pedestrian Friendly Roads are provided.

Plastic free campus :Plastic free campaign are organized regularly to create clean and green campus.

Paperless office: Paperless administration initiative saves large amount of paper which results in green environment

- Papers are reused for printing.

Green landscaping with trees and plants

- Tree plantations are organized regularly to create clean and green campus creating environment for education.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.8

Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.52

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.60	2.34	0	0	1.80

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9

Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)
link to photos and videos of facilities for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 2

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	0	0	0	0

30-09-2024 10:35:25

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11

Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of initiatives taken to engage with local community during the last five years	[View Document](#)

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document	
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)	

7.1.13

Display of core values in the institution and on its website

Response: Yes

File Description	Document	
Provide URL of website that displays core values	[View Document](#)	

7.1.14

The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15

The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16

The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

7.1.17

Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 17

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)

7.1.18

Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Institute follows calendar prescribed by Sant Gadge Baba Amravati University, Amravati .

According to calendar,National Festivals are celebrated with enthusiasm. Our students are on a mission towards better India. They come together breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programmes conducted on these days. Every year our institute organizes the national festivals and birth / death anniversaries of the great Indian personalities.

Every year institute organises several national festivals and birth/death anniversaries of the great Indian personalities are attached/uploaded as an attachment:

- Teachers Day
- Women's day celebrations
- Yoga Day
- Independance Day
- Republic Day
- Engineers Day
- Shri Ganesh Festival

File Description	Document
Any additional information	[View Document](#)

7.1.19

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Financial System:

- Transparency in financial system is ensured through:
- Financial audit is done regularly by external agencies.
- Formulation of financial committee as per UGC guidelines
- Publication of complete audit report in the website

Academic System

- Academic Audit is done regularly by internal experts.
- Attendance is posted by the faculty immediately after completion of class work. SMS is sent to the parents when student is absent.
- Every month attendance is communicated to the parents through letters.
- The complete academic status of any student can be obtained by the concerned parents through SMS

Administrative Functions

Transparency in administrative functions is ensured through:

- Well specified duties of every administrator
- Code of conducts   made available on the website
- Well laid down procedures to be followed while discharging the regular duties.

Auxiliary functions of the Institute

Auxiliary functions like conduct of workshops, training programs, seminars, FDPs, conferences, guest lecturers etc., are strictly implemented through the following sequence of operations:

- Proposal by specific department
- Financial approval by the management/administration
- Conduct of the program
- Submission of the accounts
- Submission of the report
- Verification and recording of the proofs and publication on the website

The complete record of these operations is made available in the concerned department. Transparency is ensured through this process.

7.2 Best Practices

7.2.1

Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice 1:

Title: Teacher Guardian Scheme

Objectives of the Practice:

1.To strengthen bonds of appreciation and affection that exists between staff and students.

2.To provide guidance to students in their study habits and help them to be more focused to set academic target and reduce their grievances.

The Context:

A significant decline in enthusiasm to attend lectures was observed by teachers which they thought could be attributed to general indiscipline among students. However, the results of survey revealed shows majority of our students lacked requisite motivation to pursue the courses with kind of seriousness they deserved. Students just by having opportunity to talk with about their problems get helped and feel less stressed.

The Practice:

Every faculty is entrusted with task of mentoring 15-20 students. Initially questionnaire is used to elicit information from students with regard to their personal details. Each student meets his/her Teacher Guardian regularly. Issues which arise are looked into with an adequate level of seriousness. After each month Teacher Guardian session is held to monitor progress in implementation of goal. Finally report is prepared by each department which is tabled and submitted for necessary action.

Evidence of Success:

Students are counseled to become better human beings and advised. Academically weak students are given special attention and guided. Socially and economically disadvantaged students are supported with scholarships, fee reimbursement and concession facilities.

Problem encountered and resources required:

1.Continuous workshops and Expert counseling needed to orient student and parents

2.Time and commitment of the faculty.

Best Practice 2:

Title: Green and Clean Campus

Objectives of the Practice:

1.To create awareness and social obligation relating to environment protection and its maintenance.

2.Making campus clean and plastic free and other hazardous free substances.

The Context:

The Institute is very conscious towards conservation and safety of environment. Nurtures plants and greenery both inside and outside of the campus. All classrooms and Library of the Institute are well structured with natural illumination. It supports conservation of environment and joining the movement against pollution ozone layer depletion.

The Practice:

The college has always tried to make green and clean campus and continuous steps are taken towards it. From the various event and programs which tries to create environment consciousness making ecofriendly environment.

Evidence of Success:

The college has 'NSS' and Green Army units which conducts activities related to green and clean campus. A large numbers of tree species have been planted in college campus for making the green campus.

Problem encountered and resources required:

Green Army and NSS students have planted 100 samplings in the campus and they have planted approximately 500 samplings nearby Buldana .In recent times, students have designed a campus clean drive under Swacchata Bharat Abhiyaan. The college have dream to make such awareness throughout region, state and national level that will need public participation and government funding.

We do have sevral other best practices like Free of cost Book bank facility,Cellular Organizational Structures,Dress Code with ID, National Anthem, Scholarships to toppers and Meritorious studnts of University list.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

To achieve the excellence in professional education and research, Pankaj Laddhad Institute of Technology and Management Studies (PLITMS), Buldana, has been taken the following action.

Incremental improvement in UG and PG courses

The college has been started UG courses in year 2009 with 4 branches Mechanical Engineering, Computer Science &Engineering, Electrical (Electronics & Power) Engineering and Electronics & Telecommunication Engineering. In the academic year 2010-11 one more UG course introduced as Civil Engineering. Two PG courses ME (CAD/CAM) & ME (Structural Engineering) has been introduced in academic year 2013-14. In academic year 2014-15 college has introduced two more PG courses in Electrical (Electrical Power System) Engineering & Computer Science & Engineering with Lateral entry intake for direct second year student for Civil Engineering. With these incremental improvement in five UG & Four PG courses college serves the society for higher education. The objective of the added courses is to have the incremental improvements in academics as well as to provide opportunities to do the post graduation for students of this region.

Establishment of Professional Societies.

To bridge the gap between curriculum and industry requirements, PLITMS has started India's leading professional societies devoted to the advancement of Science and Technology like Institution of Electronics and Telecommunication Engineers (IETE), Computer Society of India(CSI), Institution of Engineer of India(IEI) for Electronics and Telecommunication, Electrical, Mechanical, Civil, Computer Science and Engineering.

Online Courses and Certification:

NPTEL (National Programme on Technology Enhanced Learning) is a joint initiative of the IITs and IISc includes online courses and certification in various topics. The basic objective of science and engineering education in India is to devise and guide reforms that will transform India into a strong and vibrant knowledge economy. PLITMS recognized as 'A' grade NPTEL local chapter which includes active participation of faculty and students.

Memorandum of Understanding:

To develop and expand a framework of co-operation between two parties to boost the existing skills, MOU has been signed in between PLITMS and several companies/institutes viz. Advance Micro Devices, Akola, Bhavsar Electronics Pvt. Ltd, Khamgaon, Copper Track Industries, Nashik and Laddhad Hospital, Buldana and many more to Training and Expert assistant for the benefit of students.

Support to society:

To provide the facility for rural students & Faculty members, college has started activies as follows:

- Nodal Resource Centre (NRC) for spoken tutorial project-IIT Bombay for Buldana district region
- NPTEL Local chapter IIT Madras, IIT Bombay Remote centre for STTP programs for Buldana District from December 2016.
- Pradhan Mantri Kaushal Vikas Yojana (PMKVY) is the scheme of the Ministry of Skill Development & Entrepreneurship (MSDE) has been implemented in the college for skill development of regional students of various levels.
- Social awareness programs like blood donation, fund donation for cancer, blind persons, physically deprived people; orphans and so on are initiated with the participation of students.

In future we are planning to complete permanent affiliation of university, completion of 2(f) and 12(B) certification and to develop research Laboratory.

File Description	Document
Link for Additional Information	[View Document](#)

5. CONCLUSION

Additional Information :

We have submitted criteria wise information as per the specifications of NAAC. However I wish to bring the following for your kind notice. With a view to improve teaching learning process efforts are being put in to arrange for technical teacher trainings from authorized agency like NITTTR (National Institute of Technical Teacher Training and Research).

With a view to improve learning process of students, efforts are in progress to increase the learning resources in terms of NPTEL lectures, MOOCs lectures in all branches of engineering. Certification courses are made mandatory for all students.

Number of activities through professional bodies, student associations is being increased. Student participation in Research activities, Co-curricular activities as well as extra-curricular activities is given top priority. Research and publication activity by the faculty members is being encouraged very much. We are trying our best to follow as many best practices as possible at PLITMS to meet the required level of internal quality

Concluding Remarks :

With a vision and mission that uphold everything that true education stands, for the college is committed to nurturing the intellectual growth of students even as it lays a strong emphasis on inculcating values and social concerns among students. The dynamic Management that is ever sensitive to a rapidly changing world is focused on training the competencies of the students to match global standards. Our state of art infrastructure and competent and committed staff provide a strong foundation to the students. Our quest for excellence gets

the required boost from a transparent, democratic, and participative Management. With an innovative approach to all aspects of education Pankaj Laddhad Institute of Technology & Management Studies, Yelgaon, Buldana is ever poised to ascend from peak to peak. On the whole, all the activities and programs are designed and executed to prepare the students to global careers so as to accept and face the challenges and become responsible citizens. The stakeholders feel that the achievements of the Institution in the short span of a decade are satisfactory and the Institution is moving rightly towards it is stated goals.

With this concluding remarks we are pleased to submit the detailed criterion wise report for assessment and accreditation.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years 1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years Answer before DVV Verification: | 2016-17	2015-16	2014-15	2013-14	2012-13 | |---|---|---|---|---| | 0 | 0 | 0 | 0 | 2 | Answer After DVV Verification : | 2016-17 | 2015-16 | 2014-15 | 2013-14 | 2012-13 | |---|---|---|---|---| | 0 | 0 | 0 | 0 | 1 |
1.4.1	Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise Answer before DVV Verification : A.Any 4 of the above Answer After DVV Verification: A.Any 4 of the above Remark : Documents uploaded.
2.4.2	Average percentage of full time teachers with Ph.D. during the last five years 2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years Answer before DVV Verification: | 2016-17 | 2015-16 | 2014-15 | 2013-14 | 2012-13 | |---|---|---|---|---| | 3 | 1 | 1 | 1 | 0 | Answer After DVV Verification : | 2016-17 | 2015-16 | 2014-15 | 2013-14 | 2012-13 | |---|---|---|---|---| | 2 | 0 | 0 | 0 | 1 |
2.6.3	Average pass percentage of Students 2.6.3.1. Total number of final year students who passed the examination conducted by Institution. Answer before DVV Verification : 821 Answer after DVV Verification: 217 2.6.3.2. Total number of final year students who appeared for the examination conducted by the

	institution
	       Answer before DVV Verification : 884
	       Answer after DVV Verification: 240

3.2.2	Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years
	
	    3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years
	       Answer before DVV Verification:<table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>5</td><td>9</td><td>7</td><td>3</td><td>0</td></tr></table>
	       Answer After DVV Verification :<table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>4</td><td>6</td><td>6</td><td>3</td><td>0</td></tr></table>
	     Remark : Given input according to provided documents.

3.3.3	Number of Ph.D.s awarded per teacher during the last five years
	
	    3.3.3.1. How many Ph.Ds awarded within last five years
	       Answer before DVV Verification : 4
	       Answer after DVV Verification: 4

3.3.4	Number of research papers per teacher in the Journals notified on UGC website during the last five years
	
	    3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years
	       Answer before DVV Verification:<table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>78</td><td>78</td><td>40</td><td>23</td><td>14</td></tr></table>
	       Answer After DVV Verification :<table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>44</td><td>56</td><td>3</td><td>5</td><td>0</td></tr></table>
	     Remark : According to provided documents.

3.5.1	Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
13	18	31	8	11

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
13	17	29	8	11

| 3.5.2 | Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered) |

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
15	12	10	7	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
14	12	11	6	0

| 5.3.1 | Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years. |

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

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	4	4	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	4	4	1

| 6.3.2 | Average percentage of teachers provided with financial support to attend conferences/workshops and |

	towards membership fee of professional bodies during the last five years 6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years Answer before DVV Verification: <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>44</td><td>17</td><td>09</td><td>46</td><td>00</td></tr></table> Answer After DVV Verification : <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> Remark : No such relevant documents provided.
6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year 6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years Answer before DVV Verification: <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>05</td><td>09</td><td>07</td><td>03</td><td>00</td></tr></table> Answer After DVV Verification : <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>00</td><td>00</td><td>00</td><td>00</td><td>00</td></tr></table> Remark : No such quality initiatives by IQAC found.
7.1.9	Differently abled (Divyangjan) Friendliness Resources available in the institution: 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) Answer before DVV Verification : B. At least 6 of the above Answer After DVV Verification: B. At least 6 of the above Remark : Documents uploaded.

7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
4	2	4	2	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
02	0	0	0	0

Remark : NSS and NCC activity not consider here.

| 7.1.11 | Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years |
|---|---|

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
6	4	7	6	6

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

Remark : NSS and NCC activity not consider here.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations