



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SAGAR INSTITUTE OF SCIENCE AND TECHNOLOGY (SISTEC)

**OPPOSITE INTERNATIONAL AIRPORT, JAIPUR ROAD, PIPALNER,
GANDHINAGAR, BHOPAL**

462036

www.sistecgn.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

November 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sagar Institute of Science and Technology (SISTec), Gandhi Nagar, Bhopal, was established in 2007 with an objective of imparting value based quality education. Institute is approved by AICTE, New Delhi and is affiliated to Rajiv Gandhi Proudyogiki Vishwavidalaya and Barkatullah University Bhopal. The Institute currently runs five undergraduate engineering programmes in Civil, Computer Science, Electronics and Communication, Electrical and Electronics, Mechanical and five engineering postgraduate programmes in Computer Science (Computer Science Engineering) Electronics (VLSI Design and Digital Communication) Mechanical (Machine Design and Thermal Engineering) and one postgraduate programme in Master in Business Administration.

Centrally located in Bhopal opposite to International Airport, the Institute, with its state of the art infrastructure, qualified and experienced faculty is the attraction of aspiring students. SISTec is committed to impart student centric, ethically strong and value-added quality education by infusing the right blend of technological expertise and professional acumen, and sensitize them towards contributing to society. Education here is the accretion of our top ideals in hope that it can become a medium to serve the nation by developing a highly educated, well-organized and ethical pool of human resource. Our aim is to produce robust engineers and kind human beings capable of converting global challenges into opportunities. We believe that quality education is the only way of molding students into industry-ready professionals or entrepreneurs and thereby making them successful Engineers.

Besides, prescribed curriculum, our rigorous academic delivery plan integrated with ICT enabled teaching-learning processes, and our monitoring system, encourage innovative thinking, problem-solving capabilities and research orientation among learners. Adequate emphasis is given to co-curricular and extra-curricular activities and a plethora of opportunities are offered to enrich one's personality

Well-designed infrastructure, class engineering laboratories, focus on quality education and industry interaction, boosting academic performances through scholarships, research orientation, STTPs, FDPs and workshops are the hallmarks of institute. SISTec adopts advanced methods for educating the students making their fundamentals strong and enabling them to implement the same in the innovative technologies. Institutes motivate students to excel in their chosen fields under the able guidance of committed faculties and Management.

Vision

To emerge as one of the leading institute in the field of technical education to produce competent and committed professionals for the betterment of society.

Mission

To create SISTec, as a centre of excellence for imparting technical and scientific knowledge through rigorous academic, technological interventions, skilled faculty, character building approach and entrepreneur mindset for the betterment of society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Awarded with most Innovative College - North Zone.
- Awarded with Education Excellence Award for the Best Engineering College of Central India.
- Six Trademarks registered under Trademark Act 1999, section 23(2), Rule 56(1) by Government of India.
- IQAC functions regularly and assures the academic and administrative quality of the institute.
- Governed by visionary, effective and progressive management with passion towards working for excellence in education.
- Encouraging environment and state of Art Infrastructure.
- Clean and green environment.
- Institute is situated nearby university at prime location of city and airport is 0.5 km from the campus which provides connectivity to the upcountries.
- SAGAR RATNA and other excellence scholarship for meritorious students.
- Institute has productive student mentoring scheme i.e. Tutor Guardian scheme.
- Qualified, Experienced and dedicated Faculty and Administrative staff.
- Significant success in enriching resources through successful submission of research proposals by the faculty.
- Learner centric & ICT enabled Teaching–Learning process, to meet the needs of the industry and society.
- Spacious library with range of books, e-journals, magazines, newspaper, online resources, and digital library.
- Industry oriented training and laboratory work to enhance the life skills of the students.
- Institute runs trainings and internships beyond curriculum to provide in depth practical experience and knowledge to the students.
- Institute runs Campus related trainings (CRT) and Placement oriented trainings (POT).
- Employment opportunities for students are provided through on campus and off campus placement by Training and Placement cell of the Institute.
- Institute has well established students association, conduct frequent activities and events related to social awareness and responsibility.
- Institute provides opportunities for students in the field of Gymnasium, Swimming, Basketball, Cricket, Football, Table Tennis etc.
- Hostel facility for both boys and girls are available inside the campus with transport facility.
- Medical Insurance and staff quarter for all the staff.
- In house e-Governance system.
- The Institute maintains cleanliness and takes care of health and hygiene in mess and inside college premises for the welfare of students.
- Learning environment for the students with multiple internship programs, NIRMAAN, expert lectures, student associations, STTPs, workshops and industrial visits.

Institutional Weakness

- Limited curriculum flexibilities as the Institute is not autonomous and is affiliated to RGPV and BU Bhopal.
- Faculty involved in research, patents and consultancy activities are very less.
- Consultancy in Interdisciplinary projects and IOT based projects needs to be increased.
- Due to low placement requirement in certain core industries, more efforts are required to place students in Mechanical and core industrial sector.
- Industry-Institute interaction needs improvement.
- Relevant online, indexed journals to be made free-downloadable under Institutional membership.

Institutional Opportunity

- International collaborations.
- Exploring more opportunities for consultancy projects.
- Expansion of need based Educational and Research programs.
- Continuous process of Alumni networking is done to enhance placement activities and Industry Institute interaction.
- Conduction of workshops, STTPs and other faculty development programs for teaching and non teaching staff to update their knowledge and skills.
- Time to time interaction with industry experts, academicians from IITs, NITs, IISERs, and CSIRs for updating and upgrading knowledge and skills of the faculty and students.

Institutional Challenge

- It is becoming difficult to adjust and adapt quickly in fastest growing technological era due to the unpredictable demand of the course, since the academic curriculum is prescribed by the affiliating University.
- Changing admission scenario in engineering and technology due to wide availability of other professional programmes.
- Uncertainty in placement opportunities.
- Attracting meritorious students for getting admission in the institute.
- Uncertainty in the quality of students makes it difficult to achieve good academic performance.
- Improving the employability of the students in the current scenario to deal with the rapid changes in technology and the industrial requirements as well as policies prevailing from time to time in MNCs.
- To provide internship and training beyond curriculum to enhance skill and in depth knowledge to students, requires extra resources due to academic inflexibility.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Sagar Institute of Science and technology is affiliated to Rajiv Gandhi Proudyogiki Vishwavidyalaya & Barkatullah University, Madhya Pradesh. The curricular activities in the college are conducted as per the curriculum set and updated by the University time to time. Well planned documented process is followed for

effectual delivery of curriculum. The inputs of stake holders such as students, faculty, alumni and employer are accounted in the curriculum delivery. Academic flexibility is achieved by offering various electives during curricular activities and bridging the gap between curriculum and industry is achieved by organizing value added enrichment courses, seminars, guest lectures, hands on practice workshops, industrial visits, internships and MoU with firms. Institute is working for providing continuous enrichment of student with human, professional values. Social awareness and community service qualities are inculcated among the students by participating in extracurricular activities.

Teaching-learning and Evaluation

The admission to the college is governed by Directorate of Technical Education (DTE) and university norms. The students admitted to SISTec, being from a heterogeneous background, the college organizes special Orientation Course to infuse the SISTec ethos into the student, to make their stay in the college comfortable.

The college has adequate in-built mechanisms which are continually updated to achieve the goals of academic excellence. The college strictly follow the university planner and prepares academic calendar, which includes teaching-learning, evaluation, events and co-curricular activities schedules. All student notices, events, academic calendar and photographs are uploaded on the website on regular basis.

Remedial classes are arranged to help the slow learners to adapt to the rigorous teaching learning process and to make credible academic progress. Student mentoring and guidance process are provided for the students at the academic, personal and psycho-social levels through Tutor-Guardian (TG) scheme. Under this process, a defined group of student is allocated with Tutor-Guardian (TG). The TG keeps all the record of each student.

The college maintains a student-centric and learner-centric atmosphere to achieve the desired learning outcomes. IT based facilities are used extensively for dissemination of knowledge and evaluation. IT enabled class rooms/AV halls; enable the access of e- resources for the teaching learning process. The entire campus is Wi-Fi enabled and any student can log-in to internet through his own personal device. Interactive instructional techniques like focused group discussions, projects both at UG and PG level, internships in professional courses like PLC-SCADA, Embedded Systems, IC engine, AUTOCAD, brain storming sessions, experiments, Power Point Presentations and application of e-resources, enrich the teaching-learning experience and engage students in higher order thinking and investigation.

International and National seminars/ conferences/ workshops, invited talks, and discussions are an integral part of our learning process. Eminent national scientists from BARC and professors of IITs & NITs illumine our faculty and students during such seminars.

Program Outcomes, Program Specific Outcomes and Course Outcomes are defined for all the programs and the methodology for attainment and evaluation is recognized. Based on the attainment levels, add-on efforts are acknowledged for further improvement.

Research, Innovations and Extension

Research and innovation plays a vital role in the growth of organization. In order to support for the research activity Institute management assign fund for the research project work and give incentive to the faculties for the same.

To monitor the research activity Institute has Research & Development cell (R&D). The main role of the R&D cell to encourage the faculties for research activity like research proposal submission to the government and non-government agencies, research paper publication in the peer review National/International journals etc. All departments of the Institute actively participated in the research activity and completed several research projects under the umbrella of R&D cell. Recently Institute received research project grant of **Rs.3750000/-** from TEQIP- III and Panasonic Pvt. Ltd.

Institute promotes faculty engagement in authoring books, publications, organizing seminars, workshops, consultancy and training.

Each Department of the Institute regularly organise STTP/FDP to provide Hands-on experience for the students as well as faculties.

Institute follows policy Guidelines for Plagiarism prevention using “**Urkund Plagiarism Software**” (provided by University).

The Institute has more than seventy M.Tech research guides, more than two hundred M.tech have awarded, and more than sixty M.Tech scholars are currently enrolled in the Institute. Almost all faculty members of the Institute are either Post Graduate/Ph.D., or undergoing their Ph.D. Program.

The Institute is also actively involved in extension activities to help society by its services. The Institute has a NCC Unit which make students socially aware and responsible. These bodies conduct various social drives like blood donation camps, Sadak Suraksha: Awareness drive, Village outreach: Anubhuti (Gaon Chale Hum), Tree plantation, Kargil Vijay Divas, Health check-up camp, name a few. The Institute also has a Student activity cell which conducts Workshops by eminent Spiritual Leaders, Yoga and Meditation camps gender equity camp. etc.

The Institute has shown its keen interest in signing MoU's with various industries and agencies for promoting training, research and extension activities in technical education. Institute has signed fourteen MoUs with national Institutions/Industries, corporate houses for academic and research collaborations.

Infrastructure and Learning Resources

As far as laboratories are concerned, SISTec has adequate infrastructure with ample facilities for excellent academics as well as others programs. The infrastructure facilities are reviewed time to time and collect relevant information for further requirements, according to requirements necessary changes are made to enhance the facility and its quality. It is also improved as per intake and growth to uplift the quality of academics. SISTec has well established and maintained central library with sufficient number of reference and text books to cater the needs of students based on curriculum, engineering methods, new subjects and technology. E-books and E-journal/ Online Journals are also available to accommodate their advance knowledge and learning. Apart from central library, we also have departmental libraries for staff and students.

All the departments of SISTec are enriched with laboratories and computing facility. These laboratories have adequate facilities in terms of machines, tools, apparatus, gadgets and computers.

All departments have their separate computer lab with internet facility. The institute has provided internet facilities having speed of 35 Mbps 24X7. Online services are also available for students after college hours to enhance their learning which is operated on the Moodle and Linux server (Putty). Maintenance of the

equipment of laboratories are carried out from time to time to keepup the infrastructural facilities and promote the use of the same.

Student Support and Progression

Sagar Institute of Science & Technology is self-financed institute. SISTec allows students from all over India for admission through an internal process under the guideline of AICTE & DTE. SISTec informs the students about the Scholarships and Freeships provided by State and Central Government of India. SISTec also provides the scholarships & freeships for the students. M. VISVESVARAYA SISTec MERITORIOUS FREESHIP, APJ ABDUL KALAM SISTec FREESHIP, SAGAR RATANA AWARD (Academic Scholarship) are provided to the students.

SISTec has SAC (Student Activity Council) a body of intellectual Students who could help the institute reflect the implications of any decisions on the student body acting as a link of communication between the management and scholars of our college. Every year this committee is formulated under the guidance of a Faculty co-ordinator for SAC, Principal and Vice-Principal, this SAC takes the responsibility for conduction of various events starting right from its inception all the way to the execution.

SISTec guides the students for competitive examinations. SISTec provides soft skill and personality development trainings for the students to enhance their soft skills. Bridge courses are also offered by the various departments of SISTec to enhance their technical skills. SISTec has a full time training & placement team which helps the students to groom for the campus selections conducted during the campus.

Yoga, Meditation and Sports facilities are available in the campus with trained Physical Director. SAGAR FIESTA & SAGAR SPORTS FIESTA are also the part of the curriculum, conducted & organised by students of SAC in the campus.

SISTec also has an Anti-Ragging Committee, Internal Complaint Committee, Grievance Redressal Committee and Women Counselling Cell to address the grievances.

SISTec has a registered alumni association. The alumni are young and many of them are still pursuing their higher studies.

Governance, Leadership and Management

SISTec is a Self-Financed Institute run by Shri Agrawal education & Welfare society affiliated by RGPV and BU Bhopal. Shri Sudhir Agrawal is the chairman of society and Shri Siddarth Agrawal is secretary of society. Principal is the head of the institution who sets internal policies and programs of the college with the association of VP, Deans, administrator, HODs, conveners of different committees, librarian, hostel superintendents and senior member of staff. Different committees are shaped in the college for the suitable functioning, monitoring and endeavour for the quality education. The management provides platform for students, faculty and supporting staff to explore their strength through involving and performing in various committees. The budget allocation to the college is made by the management which is disbursed by the principal to different departments/committees for purchasing books, equipments and other necessary expenditure. The financial management is assisted by the accountant with the consultation of the Secretary of college society. The college has well defined policies with clear goals for improving academic quality and

infrastructure. The college interacts with students through a feedback system. Student representative are the member of various committee like IQAC etc. The college has a well established IQAC at two levels one at institute level headed by Principal and another is Department level headed by HOD who plays an important role in all developmental decisions of the college like infrastructural and academic improvement. The IQAC schedule the meeting at the beginning of the session with various departments to monitor the progress, follow up of previous plan and make new plans for coming session. The departments are also assessed for their infrastructural needs. In brief, the management of SISTec is committed for good governance and top level management of institute helps to implement them.

Institutional Values and Best Practices

SISTec follows all the basic values which reflect the growth of human in turn reflecting the growth in the society. We believe in “Vasudeva Kutumbakam” and “Vidya Vinayam Dadati”. There is a strong bonding of the staff and students in the Institute which highlights in the society. SISTec sets the best example of secularism, where all cultures are followed and enjoyed; this is reflected in all the events conducted in the campus. SISTec develops the student and groom them into responsible citizens, for this the students are imparted with skills such as good communication, leadership quality, a flexible team player and above all to develop thinking for the betterment of the society/nation. The Institution follows a module based training session to impart all these extra skills along with the prescribed university scheme and syllabus. Students at the college not only undergo academic excellence but also participate in various sports and extracurricular activity; the students represent the college in state as well as national level in sports and technical events. Along with technical club we have NCC, NSS and a Student Activity Council in which the students participate with zeal. As the college is a part of an invincible group, the students have the opportunity to explore the same group and learn about the practical approach which enables them to develop their personality.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SAGAR INSTITUTE OF SCIENCE AND TECHNOLOGY (SISTEC)
Address	Opposite International Airport, Jaipur Road, Pipalner, Gandhinagar, Bhopal
City	Bhopal
State	Madhya Pradesh
Pin	462036
Website	www.sistecgn.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Keshavendra Choudhary	0755-4074015	9179329323	0755-4206035	naacgn@sistec.ac.in
Professor	Swati saxena	0755-2460107	9424846699	0755-2460108	swatisaxena@sistec.ac.in

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	02-07-2007

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

State	University name	Document
Madhya Pradesh	Barkatullah University	View Document
Madhya Pradesh	Rajiv Gandhi Proudhyogiki Vishwavidyalaya	View Document

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	10-04-2019	12	Approval for one academic year

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	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	Opposite International Airport, Jaipur Road, Pipalner, Gandhinagar, Bhopal	Urban	5	17420.58

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	BTech,Mechanical Engineering	48	HSC Science with Maths	English	120	98
UG	BTech,Electronics And Communication Engineering	48	HSC Science with Maths	English	60	60
UG	BTech,Computer Science And Engineering	48	HSC Science with Maths	English	180	180
UG	BTech,Electrical And Electronics Engineering	48	HSC Science with Maths	English	60	47
UG	BTech,Civil Engineering	48	HSC Science with Maths	English	120	65
PG	Mtech,Mechanical Engineering	24	B.E. or B.Tech.	English	18	15
PG	Mtech,Mechanical Engineering	24	B.E. or B.Tech.	English	18	5
PG	Mtech,Electr	24	B.E. or	English	18	2

	onics And C ommunicatio n Engineering		B.Tech.			
PG	Mtech,Electr onics And C ommunicatio n Engineering	24	B.E. or B.Tech.	English	18	4
PG	Mtech,Comp uter Science And Engineering	24	B.E. or B.Tech.	English	18	9
PG	MBA,Master s In Business Administrati on	24	Any Graduate	English	120	120

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	18				34				89			
Recruited	9	4	0	13	21	8	0	29	51	35	0	86
Yet to Recruit	5				5				3			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	18				34				89			
Recruited	9	4	0	13	21	8	0	29	49	37	0	86
Yet to Recruit	5				5				3			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				40
Recruited	33	7	0	40
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				40
Recruited	33	7	0	40
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10
Recruited	10	0	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	10	0	0	10
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	9	4	0	4	2	0	0	3	0	22
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	17	6	0	49	34	0	106

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		9	3	0

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	201	146	0	0	347
	Female	51	7	0	0	58
	Others	0	0	0	0	0
PG	Male	60	17	0	0	77
	Female	52	2	0	0	54
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	18	26	33	33
	Female	12	16	8	6
	Others	0	0	0	0
ST	Male	4	7	5	9
	Female	0	3	3	0
	Others	0	0	0	0
OBC	Male	108	88	124	163
	Female	30	39	50	38
	Others	0	0	0	0
General	Male	308	277	269	226
	Female	68	62	60	61
	Others	0	0	0	0
Others	Male	11	14	21	32
	Female	4	1	4	5
	Others	0	0	0	0
Total		563	533	577	573

3. Extended Profile

3.1 Program

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

Response: 1105

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	11	12	12	12

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1852	1828	1790	1887	1857

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
399	399	435	435	435

File Description	Document
Institutional data in prescribed format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
456	459	470	570	520

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

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

2018-19	2017-18	2016-17	2015-16	2014-15
147	199	205	192	187

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
147	199	207	203	191

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 57

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

2018-19	2017-18	2016-17	2015-16	2014-15
369.44	389.46	420.79	335.53	399.31

Number of computers

Response: 515

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 College is affiliated to Rajiv Gandhi Proudyogiki Vishwavidyalaya (for Engineering) and Barkatullah University (for MBA), the curriculum and syllabi prescribed by the university are strictly adhered to. Apart from this prescribed curriculum, the College has strategized ways and means to strengthen the teaching-learning process in the following ways:

- Advance planning of Academic activities and calendar in alignment with the University issued Calendar of Events is planned and published in advance before the commencement of every semester.
- Formulation of objective driven teaching plan in the beginning of the semester by IQAC.
- Preparation of adequate learning materials (resources).
- Updated library facilities with ILMS and DelNet software.
- Maintenance of course files by all faculty members which contains lesson plan, notes of lesson, assignments, question bank and performance details of the students.
- Adopting new and innovative teaching techniques, in addition to the traditional lecture method to get the students actively involved in the teaching learning processes and employing learner centric techniques such as smart class, web related assignments, peer learning, group discussion, use of NPTEL lectures, case studies, projects, surveys, quiz etc., in the delivery of the academic courses.
- Institution organizes contemporary video discussion shows for each Engineering discipline, well planned PPT's helping students to understand the new trends through videos depicting the latest technologies.
- Entrusting the teaching faculty (Tutor Guardian Concept) with the task of mentoring 15 students on academic and personal issues.
- Organizing guest lectures by industry personnel and industrial visits to improve the effectiveness of implementation of the curriculum. Also, it bridges the gap between the industrial expectations and academic delivery.
- Course allotment based on competency matrix, experience and performance in previous years.
- Time table framed with provision for Value Added Programmes (VAP), seminars, motivational lectures, educational trips, sports and library hours with university norms.
- The Head of the department along with Principal and Vice Principal do a periodical review of the portions covered by the faculty members with class observation and monitoring of the students' attendance.
- Monitoring of course delivery and syllabus completion through formal and informal feedbacks both in written and oral forms.
- Systematic examination process, standard question papers, proper and prompt evaluation and dispatch of reports to parents in the form of APR (Academic Performance Report) both in the form of hard and soft copy.
- Availability of customized software to monitor and aid students' performance, teaching and

evaluation process in the name of ERP, the login and password of the student is intimated to the parent for close monitoring.

- Evening hours of library for long stretch of studies.
- Provision of infrastructure facility with all the tools and aids required for skill enhancement in class as well as lab.
- Encouraging and allowing students to do innovative project work of national interest through Nirmaan and Srijan.
- Providing opportunity and allowing students to work on live projects using institutes lab facilities.
- Remedial and extra classes are arranged for slow learners.
- Bridging Industry –Institution gap with suitable value added programmes (Placement Oriented Training)- an initiative of Training and Placement cell.

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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

<p>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>Response: 34.39</p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 380</p>	
File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document
<p>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>Response: 100</p>	
<p>1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.</p> <p>Response: 11</p>	
File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document
<p>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</p> <p>Response: 0</p>	
<p>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</p>	

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	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:

Sagar Institute of Science and Technology is situated in an open area surrounded by scenic beauty. Following are the measures taken at SISTec to ensure facilities to show gender sensitization: -

SISTec has a well-established Women Grievance Redressal Committee headed by a woman chairperson. Fifty percent of the members of the committee are females. Committee consists of a chairperson, secretary, teacher representative, non-teaching staff & student representatives and persons with known contribution to women related issues. This committee regularly calls for a meeting and people discuss the issues and aims at solving the problems faced by students.

SISTec is a campus which provides an environment free from ragging, harassment or any type of misconduct. Various awareness lectures and programme are conducted on women security, sexual harassment, hygiene and safety.

College has about thirty buses which are GPS enabled and equipped with camera facility. These buses ply around all corners of the Bhopal, and far off places like Mandideep, Vidisha, Ahmadpur, Sehore, Kurawar which ensure the pick and drop facility for girl student to the closest point of their residence. The organization has a permanent staff to take care of the transportation.

College has a separate hostel for girls inside the college premises under the supervision of a full time female warden. Hostels are provided with all the required facilities for girls. College also ensures the time limit for girls to go out of the campus. Their parents are required to seek permission from hostel warden if the student want to go to their local guardians or to their hometown.

24×7 transport facility is available in campus, in case of any emergency (medical or any other type).

Proper lighting arrangements are available in the areas like parking, laboratories, girls & boys hostel, and garden areas and at areas of less access to people.

Proper sanitation facility is available inside the campus. Separate washrooms for girls and female staff members are provided in hostel as well as in college premises.

Campus also has staff quarters. Many of senior faculty members of the college and the Administrator live in the campus, who are always available for the students.

Complaints (if any) related to medical reasons, harassments are taken care at priority level.

Campus ensures strict security in its premises. Security guards are on duty 24 *7. Patrolling squad of the campus keeps vigilance in and around the campus.

Suggestion boxes are put in each building of the campus. Students and staff can place their suggestions and complaints without revealing their identity.

College hostels are Wi-Fi enabled which enables students to access internet at any point of time. Counseling of the students is done by the faculty members who are also playing the roles of guardians to the students in campus. Counseling sessions are also organized on regular basis by expert counselors.

SISTec has Tutor guardian system called as TG who acts as mentor and counselor to the student.

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: 65

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

Response: 65

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 8.69

1.3.3.1 Number of students undertaking field projects or internships	
Response: 161	
File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>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</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A. Any 4 of the above</p>	
File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: A. Feedback collected, analysed and action taken and feedback available on website</p>
--

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

NAAC

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: 9.54

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

2018-19	2017-18	2016-17	2015-16	2014-15
136	161	185	201	196

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 67.82

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

2018-19	2017-18	2016-17	2015-16	2014-15
573	577	533	563	520

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

2018-19	2017-18	2016-17	2015-16	2014-15
750	750	870	870	870

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[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:** 46.94

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

2018-19	2017-18	2016-17	2015-16	2014-15
265	233	180	176	122

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:**

SISTec has structured various mechanisms for constant monitoring, evaluation and assessment of students. The understanding level of the student is being superintended to identify slow learners and advanced learners on the basis of interactive classrooms teaching, student performance in class and end semester exam result. Teacher Guardian (TG) system is also subjected in practice for welfare and overall escalation of students. The responsibilities of the TG are to advise, counsel, and guide and address their socio-economic and educational issues. Institute organizes special programs for advanced learners and slow learners as follows:

Programs for Slow Learners:-

- **Remedial Classes:** - Special efforts are taken for weak students or those who have failed in certain courses as the case may be. Extra Sessions are then conducted which helps in solving individual problems. We conduct remedial classes two times in a session.
- **Extra assistance:** - Slow learners are given enough assistance in classes by clarifying their doubts and re-explaining the critical conceptual topics.
- **Model solution:** - Faculty members prepare model solutions of the question papers of university exams and the same is uploaded on the website of the institution so that it can be accessed by the students. Also, students find it very helpful in designing their answers and hence preparing for their exams.
- **Notes availability:**-Faculty prepare handwritten/printed notes/power point presentations from various sources keeping the syllabus and exam in their mind. The same is distributed to students to facilitate them for their exam preparation.

Programs for Advanced Learners:-

- **NPTEL Videos:** - National Programme for Technologically Enhanced Learning (NPTEL) Courses is made available which are accessible through wi-fi connectivity from anywhere in the campus. NPTEL lectures are also arranged in the class if required.
- **GATE Crash course:** - Departments conduct classes for GATE (Graduate Aptitude Test in Engineering) in semester break.
- **Technical event participation:** - Students are constantly motivated to participate in different institutional and national technical events and competitions.
- **Student felicitation:** - Meritorious students in the name of “Sagar Ratna” (Academic scholarship) are felicitated in the presence of the entire institute during the morning assembly with a cash award, certificate and memento. This motivates the students to excel their performance. It also acts as a motivating factor for other students to improve their performance.
- **Evening Library Facility:** - Institutional library is open for students in evening time also. This facility enables students to read and refer different books. Also, this inculcates the habit of reading books and making notes from them. It also enhances self study amongst students.
- **Computer Lab:** - Computer labs are accessible 24*7 for students. So extra timing is given for programming and other software learning. Various trainings like Python, R,C,C++, etc. Which are given to the students during the class room hours, can be practiced well, hands-on, by the students.
- **SISTecTEL:** SISTecTEL provides an E-learning platform for the students in their curriculum enrichment (<http://sistecgn.ac.in/Library.aspx>).

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

2.2.2 Student - Full time teacher ratio**Response:** 12.03**2.2.3 Percentage of differently abled students (Divyangjan) on rolls****Response:** 0**2.2.3.1 Number of differently abled students on rolls**

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:

Institute plan student centric academic processes to achieve course outcomes and maximum welfare of students. To ensure that students play an active role in the learning process, the IQAC prepare model for enhancing learning experience thereby facilitating effective learning. These are identified at the beginning of the semester itself based on inputs from IQAC.

- **Teaching Methodology:**-Faculty uses conventional as well as modern methodologies like information and communication technology (ICT) enabled for teaching. Students are encouraged to use E-resources on our ERP system and website (Campus is Wi-Fi enabled).
- **Lab Experiments:** Student performs lab experiments to practically test the concept which are theoretically learnt in the Classroom. Hands-on Workshops are also conducted by the various departments- like Automobile Engg., PCB Fabrication, VLSI, circuit designing etc. Field trips, internships, and expert talks are conducted for industrial exposure.
- **Participative learning:** For enhancing Participative learning group discussions, debates and extempore are conducted by the departments. It allows students to share, discuss and debate ideas. Students are also allowed to participate different regional, national and university level activities. Students Activity Council (SAC) facilitates learning through various events, programs and thus thereby facilitate participative learning.
- **Problem Solving Methodology:** - Students prepare minor and major projects to enhance problem solving skills. Final year projects of all branches are uploaded on the college website. SISTec has initiated to train the students for aptitude and communication skills. Institute schedules various training programs for students to prepare them for competitive exams, institute also conducts skill training programs to keep students abreast with the technological advancements. Various live projects in collaboration with industries develop problem solving skills amongst students. Also, through NSS/NCC student participate in various activities which leads to the development of real world problem solving skills in them.

File Description	Document
Any additional information	View 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: 100

2.3.2.1 Number of teachers using ICT

Response: 154

File Description	Document
List of teachers (using ICT for teaching)	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: 17.47

2.3.3.1 Number of mentors

Response: 106

2.3.4 Innovation and creativity in teaching-learning

Response:

Institute provides complete support to the faculty members to use and apply various innovative teaching practices. Faculties adopt different teaching methodologies to deliver lecture. They are:

- ICT based teaching like moodle, an open source learning platform, SISTecTEL, NPTEL video, PPT etc.
- Hybrid classes which are conducted in AV (Audio video) halls for better understanding of concept.
- Usage of real time examples or case studies.
- Writing and sharing of blogs and articles on latest trends and technology.
- Through student chapters like CSI, IEEE and IETE etc to enable students to learn engineering advancements.
- Campus recruitment trainings (CRT)/placement oriented trainings are conducted to make students industry ready.
- Project based teaching learning process to develop innovative instinct and inspires them to find a creative solution to complex problems.
- Internships, field projects, industrial visits, field trips are organized to bridge gap between learning in class and industry practices.
- MoUs (Memorandum of Understanding) are signed with industries to aware students about the latest industrial requirements.
- Add-on courses/Semester break trainings/ Module are conducted which enrich the students practical skills by hands on sessions.
- Expert lectures, conferences, exhibitions and workshops are arranged for students to have real world exposure.
- College level technical societies of different departments like SMEA (SISTec Mechanical Engineers Association), Electropulse, FACE (Federal Association of Civil Engineering) etc are created to enhance participative learning.
- Technical and cultural events like Sagar Fiesta, National level working model competition (like NIRMAAN).
- Students are provided with E-Books and E-Journals.

- Short Term Training Programs (STTP) are conducted by various departments which are sponsored by TEQIP (Technical Education Quality Improvement Programme), MPCOST (Madhya Pradesh Council of Science and Technology) etc.
- Trouble shooting activities are performed by students for solving real time problems with the help of faculties.
- Eventful Wednesdays and sporty Saturdays in department of management.
- Various in house workshops and trainings are organized.
- Students interaction with leading corporate personnel's from Barkleys, TCS etc over SKYPE are organized.
- Students are provided by worksheets, glossary etc for each and every subject, to make them industry ready. It also makes teaching-learning process fun for them.
- Faculties are also encouraged to use videos, audios and other teaching techniques in their pedagogy.

The Institute encourages the faculty to use proactive teaching methodologies such as role-play, brainstorming, and group discussion. Institute constantly encourages the faculty to adopt various innovative practices by deputing the faculty to various workshops and seminars involving Teaching Learning Process.

SISTecTEL: An asynchronous platform and a process for teaching through recorded lectures, which are usually online.

2.4 Teacher Profile and Quality

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

Response: 100.97

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

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

Response: 10.87

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

2018-19	2017-18	2016-17	2015-16	2014-15
19	23	21	20	20

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: 7.94

2.4.3.1 Total experience of full-time teachers

Response: 1223

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

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

Response: 24.49

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

2018-19	2017-18	2016-17	2015-16	2014-15
20	40	41	40	94

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

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

Response:

Institute strives to continuously improve the efficiency and effectiveness in assessment of Teaching/Learning and Evaluation Processes. However, to ensure that the quality of students improves, the Institute has introduced/taken initiative in carrying out the reforms/changes in CIE as follows:

1. Reforms in Internal Assessment Test:

a) Multiple modes of notification: Internal Assessment Test schedule is notified through Academic Calendar which is communicated to the students through tutor guardian (TG)/mentor, website and notice board.

Impact: Faster dissemination of information.

b) Audit: Questions are set to evaluate the attainment of the desired Course Outcomes in the form of Subject Assignment and Mid Semester Examination (MST). Test papers are prepared keeping the format same as End semester Examination (ESE). The quality of MST papers is audited by the respective IQAC (Internal Quality Assessment Cell).

Impact: Making the teaching-learning process more effective and improving the quality of the Question Paper.

c) Model Solution: Faculty prepare model solutions of University exam paper which is available in print form as well in the college website.

Impact: It leads to standardisation in evaluation and helps students to introspect, self-evaluate and prepare standard solutions for the ESE.

d) Centralised Assessment Process (CAP): The assessment of answer sheets is carried out

With-in three days from the date of the examination and then evaluated answer sheets is then showed to the students and scope of improvement explained.

Impact: Improving the efficiency and quality of assessment besides ensuring transparency, and timely declaration of results.

e) Attendance: - Minimum of 75% attendance is required for appearing in examinations.

2. Reforms in Term Work:**a) For Course Experiments:**

Experiments are designed to evaluate the attainment of the desired Course Outcome and Problem Based Learning. Faculty takes the oral viva after performance of the each experiment.

Impact: Enhancing the problem solving abilities of the students.

b) Project work assessment:

Reviews on the project work are performed in different stages like feasibility of project title, synopsis and literature survey, objectives, methodology, analysis and design, market survey, cost estimation, optimization and possible ways of solution, fabrication, testing, presentation, model demonstration etc.

Impact: Inculcating research culture among the students.

3. Result analysis and review meeting:

Assessment and result analysis are carried out by class teachers and authorities time to time. Performances of students are monitored and feedbacks on teachers are collected for remedial measures. The authorities conduct review meetings time to time

4. Other Reforms:

Beyond syllabus multiple activities such as Module depending on the industry requirement from the department, Group Discussions, Debates, Mini Projects, Campus recruitment training.

On-line/Take-Home Assignment are all conducted to improve the effectiveness of learning.

Inter-Collegiate Project Exhibition (NIRMAAN) is arranged and evaluated for best projects.

Various newer and modern methods are also included as a part of continuous internal evaluation. The other methods except pen – paper exam include moodle, group discussion, technical interviews, subject specific projects, technical assignments, projects, power point presentation etc.

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:

Evaluation mechanism is developed at institute level according to the guideline of university, and suggestions of all stakeholders. Internal assessment mechanism is made transparent and robust by institute IQAC through periodic review meetings and implementation of policies for continuous improvement in teaching learning process.

Internal Assessment contains two Mid Semester Tests (MSTs), assignments, tutorials and term work. Different mechanisms of internal assessment are briefly presented with respect to frequency and variety .

Mid Semester Tests (MSTs):-

- MSTs are conducted twice in a semester.
- MST question paper setter is decided by the IQAC for maintaining transparency (if different faculties teaches same subject in different sections).
- Strict invigilation is ensured by the central examination cell of institute and IQAC.
- Answer sheets are evaluated by the subject teachers as per the evaluation scheme within three days of completion of the exam.
- Evaluated copies are shown to students and results of MSTs are send to parents in the form of APR (Academic Performance Report).
- MST marks are also uploaded on the ERP, which student can access through his student's ERP account.

Assignment:-

- Five assignments are mandatory, for each subject, given to the students, which can be extended by the subject teacher.
- An evaluation of assignments is periodically done by the subject teacher and awards the marks according to the performance of the student.
- Assignment marks are uploaded on the ERP, which can be accessed by the student through student's ERP account.

Term work:

- Experiments are performed in the laboratory and after completion of each experiment viva is conducted based on that particular practical marks are awarded.
- Practical records are regularly checked by the faculty in each lab session.
- Term work marks are uploaded on ERP, which student can access through his ERP account.
- Awarded term work marks are further reviewed by IQAC.
- External viva is conducted as per the university norms by external expert under the supervision of university nominated observer and surveillance camera.

End semester Examination (ESE):-

- End semester exam is conducted once in a semester according to the university norms under the observation of university nominated observer and surveillance camera.
- Institute faculties are appointed for the invigilation as per the guideline and instructions of the university.
- Result declared by the university is analysed by the central examination cell of institute and

reviewed by the IQAC.

Sessional Marks Distribution Policy:-

- Sessional marks distribution policies are discussed and decided by the IQAC as per university ordinance.
- Amendments in sessional policies are incorporated time to time as per the requirements and university norms.
- The sessional marks distribution policy is communicated before commencement of the semester and prepared sessional marks are displayed before the ESE.

IQAC Reforms

- All the policies for the internal assessment are disseminated by the IQAC.
- Review meetings are conducted by the IQAC after each MSTs and ESE.
- Reforms in internal assessment procedure are carried out from time to time by IQAC.

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

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

Response:

Display of academic calendar:

- Academic calendar is displayed on the college website at the starting of academic session so the each activity of institute can be operated in planned manner.
- In academic calendar dates for commencement and end of teaching, MSTs schedule, co-curricular activities and holidays are mentioned.

Exam Superintendent (ES) and Examination Committee (EC)

- Institute has appointed exam superintendent and examination committee for all examination related work, which is known as exam cell.
- Exam cell floats MSTs, ESE and Practical exams schedule separately other than academic calendar.
- Confidentiality of question papers are ensured by the exam cell.
- Centralised inter department seating plan is prepared by the EC.
- Students are educated on code of conduction for exam before commencement of examination.
- EC conducts training of invigilators before start of exam.
- EC prepares duty charts of all faculty members to have inter departmental invigilators in order to maintain discipline and fairness during examination.

- The exam cell is involved to address grievances of students during the conduction of MSTs, practical and ESE.
- Strictness in terms of timing of exam and seriousness amongst students is taken care of.
- Exam cell also resolve examination related issues after declaration of results.
- All examination halls are CCTV surveillance enabled.
- Visual view of all the operative cameras at each examination hall is accessible at exam cell for centralised observation.
- All minute things related to exam are taken into account for smooth conduction.
- All ESE are conducted under the supervision of observer appointed by university.
- Exam Cell appoints flying squad at institute level.

Redressal mechanism for grievances before Exam

For grievances in admit card/ correction in name/ mark sheet, the students can write application to the Principal. Subsequently, Principal forwards the applications to the Examination Cell. After verification, necessary corrections are done immediately and forwarded to the university and university issue revised document.

Redressal mechanism for grievances during Exam

- Any discrepancy/doubt in the question paper reported by student is cleared by the Faculty / Supervisor / EC immediately.
- All cases of unfair means are dealt with as per Ordinance of university.

Redressal mechanism for grievances after Exam

- Evaluated answer sheets of MSTs are distributed to the students within one week from the date of the examination and their signature is taken on the evaluated answer sheets. If any grievance is raised by the student, it is resolved by the faculty and the necessary correction in marks is done immediately.
- After declaration of ESE results, students can apply for a scan copy of his/her answer sheets and/or apply for revaluation within ten working days in the standard format prescribed by the University. After going through the scan copy, if there are grievances like 'totalling mistake' or 'question not assessed', the student can fill up a grievance form. After verification, necessary corrections are done by the university and the revised document is issued to the student.

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:

Academic Calendar:

A semester wise, institute academic calendar is prepared before the commencement of academic session. It consists of a detailed schedule for entire semester in area of curricular, co curricular, extracurricular activities and holidays in accordance with university. Each department follows college academic calendar along with schedules for industrial visits, field trips, internships, seminars, projects, co curricular and extracurricular activities, etc.

- **Contents in college academic calendar:**

- Schedules for commencement and end of teaching,
- MSTs and ESE
- Number of working days
- Co -curricular and extracurricular activities

- **Teaching Plan:**

- It is time bound practice adopted in teaching and learning based on syllabus.
- Entire syllabus content is planned for semester with dates and duration.
- The teaching plan enforces content delivery, preparations of subject notes and question banks for theory and practical.
- There is provision for extra lectures for subject to fill up curriculum coverage gap.

- **Academic record:**

- Subject teachers maintain attendance records for theory and practical classes.
- Subject teacher maintain the record of MSTs and assignments marks.

- **Continuous Internal Evaluation (CIE) plans:**

- The IQAC prepares time bound plan for CIE in academic time table.
- The examination section conducts MST, ESE, practical and online examinations.
- After every evaluation, departments analyze performance of students and categorize them as slow and advanced learners.
- The time bound action plan is implemented for students. The implementation of the same is ensured by IQAC.
- Remedial lectures are planned and executed twice in a semester.

- **Project work assessment:**

Time bound reviews on project work are performed by a team of faculty and guides in final year for continuous assessment with benchmark parameters such as suitability of project title, synopsis, literature survey, objectives, methodology, analysis or design, market survey, cost estimation, optimization, possible ways of solution to the problem, fabrication, testing, presentation, and model demonstration. Individual involvement of members of project team is assessed.

- **Co curricular and extracurricular events:**

Institute supports and sponsors regional and national, cultural, sports events and university nodal. All the co-curricular and extracurricular events like SAGAR FIESTA , SAGAR MANTHAN etc form part of academic calendar.

- **Compliance of academic calendar for the conduct of CIE:**

Strict adherence to schedules of academic calendar of CIE are viewed, monitored, controlled and directed by the concerned authority from time to time without deviations.

File Description	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) are highlighted below.

PO1: Engineering and technological knowledge: Application of science, mathematics and engineering specialization to solve complex problems.

PO2: Problem analysis: Identify, define, formulate and analyze complex problems to accomplish conclusions by means of mathematics, natural science and engineering knowledge.

PO3: Design and development: Solutions to complex problems in design and development of components and assemblies.

PO4: Investigations on complex problems: Innovative techniques and research methods to analyze and interpret data.

PO5: Modern tool usage: Suitable techniques and tools for prediction and modeling of complex activities with limiting factors.

PO6: Engineer and society: Reasoning concerned with safety, health, legal and cultural issues and responsibilities.

PO7: Environment and sustainability: Apply engineering solutions for sustainable development and consequent impact on environment and society.

PO8: Ethics: Professional and social ethics. Commit to norms and responsibilities.

PO9: Individual and team work: Effective functioning as an individual, a member or a leader in

heterogeneous teams in multidisciplinary groups.

PO10: Communication: Effective communications with engineering community and society comprehension, reports, effective presentations, receive and dispatch instructions.

PO11: Project management and finance: Apply engineering knowledge and management techniques to administer projects in multidisciplinary environment.

PO12: Lifelong learning: Recognize essence of engineering and technology to cater needs of society and ability to engage in lifelong learning.

Program Specific Outcomes (PSO):

1. Apply standard Software Engineering practices in real-time software project development.
2. Design and develop computer programs in the areas related to algorithms, networking, web design, cloud computing, IoT, AI, ML and data analytics of varying complexity.
3. Utilize engineering knowledge to resolve social issues and challenges by professional attitude, effective communication skills and team work.

Course Outcomes (CO):

Construction Materials (CE-302)	
CO1:	Student will be able to understand various types of buildings, types of foundations and classification of bricks and scaffolding.
CO2:	Student will be able to know various types of Flooring, roofing and materials used for bot
CO3:	Student will be able to understand various types of Protective coatings which are applied building.
CO4:	Student will be able to understand engineering properties of timber, glass, steel etc
CO5:	Student will be able to know about miscellaneous construction materials used in construction like UPVC pipes ,water proofing materials etc.

PO and PSO are displayed at following locations:

- Department files College website: www.sistecgn.ac.in
- Lab Manuals Laboratories
- HOD Cabin

PO and PSO communication to teachers by principal:

- Meeting with all teaching, non teaching and admin staff.

- First year students' induction program.

PO and PSO communication to students:

- Head of Department, class teachers and subject teachers during the beginning of every semester.
- During commencement of every new chapter
- Departments and college notice boards.
- Academic record, department reports, magazine, brochure, lab manual, training and placement, etc

CO communication to students by subject teacher:

- During commencement of every chapter and topic during lecture. Class teachers and TG

File Description	Document
COs for all courses (exemplars from Glossary)	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 for measuring attainment of PO, PSO and CO:

The CO is assessed with Direct Assessment:

Direct Assessment:

Average attainment in direct Assessment = Internal Assessment (30%) + University Exam (70%)

PO attainment is calculated as follows:

The PO attainment is calculated by using the predefined CO/PO matrix and the value of Final CO attainment calculated by direct assessment for the subject. The PO attainment is calculated by using the formula

PO attainment = Avg, of CO's of a PO /3 X Final CO attainment for the subject

The tools used for the assessment of PO and PSO with frequency are given below

S.No	Assessment Tools	Description	Mode	Fre
1	University Exams	Results end of each semester, examinations.	Direct	En ser
2	Mid Semester Examination	As per performance of students in answering	Direct	Tw

		questions, mapping is carried out with the respective CO to assess attainment level of specific CO of subject. Two MST are conducted in a semester for: Ensure that students have achieved desired level of competency and confirm whether CO are achieved		
3	Assignments	Assignments are given at the end of each Unit. The assignments are provided to students, so that they can make use of reference books to find out solutions and recognize the expected objective of the given problem. Subject teacher has to ensure that students can work on assignments sincerely. Questions given in assignments are aligned with CO of respective subject	Direct	En
4	Oral-Practical Examination	Performance in oral and practical examination, mapping with respective CO to assess attainment level of the specific CO	Direct	En ser

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

2.6.3 Average pass percentage of Students

Response: 88.38

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

Response: 403

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

Response: 456

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.37

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: 32.16

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)

2018-19	2017-18	2016-17	2015-16	2014-15
3.64	9.66	6.35	7.81	4.7

File Description

Document

List of project and grant details

[View Document](#)

e-copies of the grant award letters for research projects sponsored by non-government

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 0

3.1.2.1 Number of teachers recognised as research guides

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

Response: 0.41

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

Response: 30

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

Response: 363

File Description	Document
Supporting document from Funding Agency	View Document
Funding agency website URL	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:

Institute has initiated Research and Development cell which comprises of faculty members from various departments and headed by a senior faculty member who mentors and monitors the activity of the cell. The aim of this cell is to promote research activities among faculties and students. R&D cell ensures the availability of all resources which are essential for the research like computing power, internet, library, labs, journal access etc. The salient features of facilities and support systems provided by the R&D cell are described below: -

- Encourage and motivate the staff to register for PhD at various Universities.
- Motivate students and faculty members to present their research work in peer reviewed conferences/Journals (Scopus/SCI). List of publications are available on website
- In order to promote the research activity in the College, the R&D cell constantly encourages the faculty to submit research proposals to various funding agencies like AICTE, DST, UGC, RGPV, private agencies etc. List of various Completed/Ongoing projects funded by the government and non-government agencies are available on the website.
- Identify different organizations/ industries to undertake collaborative research on current topics of mutual interest. List of the various ongoing collaborative research projects are available on the college website.
- To identify the potential areas of research in various disciplines of engineering then form various clusters based on their specialization to develop interdisciplinary environment.
- Encourage faculties to take consultancy projects from the government and non-government agencies in order to provide exposure to the students to work on real time projects.
- Monitor and propose funding from the college budget for promotion of research activities. Institute management sanction a research budget to promote research activities. Details of the sanctioned budget are available on the college website.
- Encourage faculties to prepare digital contents of their lectures. SISTec provide the platform (SISTecTEL) for the faculties where they can upload video lectures of various subjects which is open for anyone to access – at no cost.
- Encourage faculties to attend FDP, workshop and conferences in order to make them familiar with the latest trends in research/Industries. Duty leave is sanctioned to the faculties for attending workshop/FDP/conference.
- Encourage faculties to organize STTP and FDP. It helps the faculties to interact with the industry

expert and faculties from renowned colleges like IIT, IIIT, and NIT etc. List of various STTP and FDP are available on the college website.

- Encourage students for starting their start-up. List of various start-ups s are available on website.
- Established research lab like Machine Learning, IoT, Heat Exchange etc. for creating a research environment in the institute.
- The affiliating university RGPV, Bhopal has established various research laboratories to provide facilities to students and faculties for research projects from different streams. These laboratories are situated within RGPV campus.
- The Institution is situated very near to Raja Bhoj airport Bhopal, which saves the time of transport. The guests from far distance feel very comfortable due to the vicinity.

Please visit :<http://www.sistecgn.ac.in>

File Description	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: 10

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	0	2	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	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
Any additional information	View Document

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

Response: No

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

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

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

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: 0.24

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

2018-19	2017-18	2016-17	2015-16	2014-15
16	16	03	07	02

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	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: 0.23

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

2018-19	2017-18	2016-17	2015-16	2014-15
15	15	3	4	5

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	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:

SISTec has NCC perceived units to make students aware about their societal roles and duties by advancing College-Neighbourhood-Community Network. Camps are organized in provincial zones to support socio-instructive services.

SISTec students regularly participate in various extra-curricular activities to focus on social awareness and in their holistic development. NCC Students have actively participated in camping like '**Nadi-bachao-Abhiyan**' and '**Gaon-Chale-hum**' (a four days camp in Village Lanjhi) to safeguard our water resources and promote education and cleanliness activities in villages respectively. Students enthusiastically participated in '**Anti-drug rally**', and '**Run Bhopal Run**'.

On a regular basis various programs were organized under NCC by the students. Following are the regular programs organized by NCC to create awareness among the neighbouring people:-

- Celebrations of 'Kargil Vijay Diwas' with Veterans & Indian Army Soldiers'
- Health and Hygiene
- Cleanliness Drive
- Swachta Abhiyaan
- Plastic free zone
- Tree Plantation

- Cleanliness Campaign
- Model exhibition
- Blood Donation Camp
- Sadak-Suraksha Awareness
- Nukkad-Natak

In order to have a healthy body and mind,

- **Yoga Guidance Program** was conducted for all students and faculties by NCC team. The students assisted as **‘Police-Mitra’** to support the police training during **‘Singahst-Mela duty’** to support and guide the worshippers without harming religious sentiments of other communities. The participation of students in such activities enhanced their life skills and develop their understanding on social issues.

SISTec has a wonderful coordination with the students. To provide a platform for the students, Student activity council (SAC) was formed under which students organise various intra and inter college level events. Under SAC various activities are performed through the year. Some of the regular events/activities organized by SAC committee are:-

- Cultural program cum technical festival named **‘Tech-Fiesta’**, an annual college event- proliferates cultural -technical awareness and expertise with exposure to the culture.
- National Level Technical Event named **‘Nirmaan’**, for the young innovative engineers of our nation. It’s a two days inter college competition for presenting different working models. The main objective of Nirmaan’ is to bring new technocrats on a common platform to add various dimensions to the emerging technology in the field of engineering.
- Students participated in several programs like ‘happiness by donation’, in order to enhance their life skills and happiness.
- Several programs were conducted by our students on ‘International Women Day’, ‘Women safety rally’ and ‘Self defence’ where the women are acknowledged and appreciated for their contribution in the development of society.

Outcomes: The main emphasis was on students having social commitment to build right attitude for yeoman service. The communities are educated on social, professional and education delicate issues with good and moral qualities. The Students are developed as capable residents to face challenging careers.

To know more about various events, please visit the following web site.

<http://sistecgn.ac.in/Events.aspx>

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: 2

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	0	0

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: 63

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	24	16	09	05

File Description	Document
Reports of the event organized	View 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: 80.51

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

2018-19	2017-18	2016-17	2015-16	2014-15
1685	1726	1680	1615	700

File Description	Document
Report of the event	View 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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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: 7

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)

2018-19	2017-18	2016-17	2015-16	2014-15
5	1	0	1	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

NAAC

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:

SISTec adheres to rules and regulations of AICTE, Director of Technical Education, Government of Madhya Pradesh, Rajiv Gandhi Proudyogiki Vishwavidyalaya University (RGPV) and Barkatullah Vishwavidyalaya (BU) for establishing, maintenance and up-gradation of its infrastructure and related amenities to facilitate teaching learning process to five UG and six PG programe. The institution is spread over an area of five acres against the minimum area requirement of 2.5 acres. Uniqueness of institution lies in availability of open area including playground. The college with Wi-Fi campus keeps vigil on IT resources, internet, sports, hostel, canteen, sanitation, power backup and library resources, etc. All facilities are monitored prior to the commencement of every academic session. The college upgrades the infrastructure in tune with updates of RGPV and BU curriculum and growing needs of students that arises out of the curriculum gap and industrial needs. Modern teaching and learning methodologies are adopted for problem based learning through power point presentation, experimentation and research, model display and mini-projects. The campus has adequate resources to conduct curricular, co-curricular and extracurricular activities. The campus is under CCTV surveillance with 24x7 security service.

Internet facility: SISTec has two leased line (1:1) of 25 Mbps and 10 Mbps internet speed across the campus.

Classrooms: The College has an adequate number of well aerated, well equipped and spacious classrooms to conduct theory and tutorial classes. Each classroom is specifically designed with comfortable seating arrangement for effective communication between teachers and students. Institution has 47 classrooms to adopt appropriate teaching methodology. Area of class room is 3325 square meter against required 2079 square meter. For conducting tutorials and academic counselling, the students are grouped and the activities are carried out in tutorial class.

Laboratories: SISTec has 33 laboratories which are well equipped and upgraded to carry out academic and research activities. Computer laboratories are equipped with required facilities to conduct online examinations.

Department library: Each department has a seperate library equipped with books and study materials.

Seminar Halls: The College has seminar halls to conduct conferences, seminars and skill development workshops for faculty members and students. They are equipped with LCD projectors, white boards, public addressing system with internet connectivity and multimedia facilities.

Central Library: The College has a spacious 580 sq. meters of well-equipped Central Library with references and text books, online and offline resources, magazines and newspapers, etc.

Language lab: It is used to enhance communication skills of students and facilitates them to prepare for TOEFL, IELTS and other competitive examinations.

E-learning facility: It is provided with computer based virtual learning, SISTecTEL, photocopy, educational CD, NPTEL online and offline video, mathematical and interactive simulation softwares etc.

Workshop: The workshop of the institution is equipped with lathe machines, horizontal milling machine, radial drilling machine, wood turning lathe and accessories etc. for hands-on experience for students. The students can avail the facility round the clock.

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:

By keeping in view, the overall development of the students, SISTec encourages them to participate in various tournaments at state level. The college also supports them to participate in various cultural activities and NCC, etc.

Sports and games:

Sports is an important parts of a student's life at SISTec-ranging from playing for fun and exercise to peruse elite level challenges.

Number of sports activities are conducted to maintain physical fitness. Spacious playgrounds are provided for outdoor games such as cricket, basketball, volleyball and kabbadi etc. and indoor area for playing chess, table tennis and carrom etc. A swimming pool is also available in the campus so that one can rejuvenate by attempting the strokes in it.

Sports department solely works to bring about qualitative improvement in the performance of students by offering various facilities like training, environment, adequate infrastructure and many more skill development activities.

Sports facilities helps the college to host various events like Inter College swimming competitions, Sports funtiions and fiesta, etc. These events attract the students to come to college. The events engage the students and help them to discover their talent in sports.

Cultural activities:

To bring out the inherited and acquired potential of the students and to have remarkable exposure to interpersonal skills, team spirit and time management, the students are encouraged to participate in cultural activities at college level and intra and inter department level. Sagar Fiesta annual fest is conducted with various competitions such as singing, dancing and fashion show etc. The students bagged various prizes at

state level cultural events as well. The college facilitates the students to celebrate Teachers day, Engineers day, Ganesh Puja, Vishwakarma Puja, and many other state and national festivals and events. The college has an open amphitheater.

Yoga Activities: The College encourages all students, faculty members and non teaching staff by conducting Yoga on International Yoga Day.

SPORTS FACILITIES					
TYPE	SPORTS/GAMES	SIZE m2	YEAR OF ESTABLISHMENT	OF USER (DAY)	RATE
Outdoor Games	Cricket Net	150	2010	50	
	Cricket Ground	6560	2010	24	
	Football	1500	2010	30	
	Basket Ball	1308	2010	15	
	Kabaddi	130	2010	12	
	Volley Ball	360	2010	12	
	Swimming Pool	325	2010	50	
Indoor Games	Chess	12	2010	10	
	Gymnasium	170	2010	28	
	Carrom Board	45	2010	12	
	T.T Hall	170	2010	30	

The students engaged in sports have good academic performance in college. The students evolve the coordination and enthusiasm for the studies as well as the athletic program. The sports facilities will improve and develop the fitness and concentration level of the students.

File Description	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: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 57

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: 38.53

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

2018-19	2017-18	2016-17	2015-16	2014-15
174.23	155.44	158.09	124.83	123.06

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Library plays a significant role in the educational process and it's the heart of institution. The library is the store house of knowledge that helps achieve the objective of education, conservation of knowledge and ideas as well as teaching and research programs. The library also helps the students and faculty with e-resources, textbooks, reference books, magazines and journals with respect to all subject areas.

SOUL 2.0

Library is partially automated and uses SOUL 2.0 (software for University Libraries) developed by INFLIBNET centre. SOUL software is used for circulation, procurement and book search through OPAC.

Modules / Features of SOUL 2.0 software

Acquisition

Catalogue

Circulation

Serials Control

OPAC (Online Public Access Catalogue)

Administration

Year of purchase of SOUL 2.0 software- 2009**DELNET**

DELNET has been established with the prime objective of promoting resource sharing among the students through the development of a network of libraries. It aims to collect, store, and disseminate information besides offering computerised services to users, to coordinate efforts for suitable collection development and also to reduce unnecessary duplication wherever possible.

Year of purchase of DELNET- 2012

The Library is member of the DELNET since last 07 years. It is used for resource sharing among their member institute.

Library has uninterrupted Internet facility to access various e-resource.

Library has also become the Institutional member of NDL (National Digital Library).

The institute has well equipped, spacious library with rich collection of engineering books including national and international e-Journals, periodicals, newspaper and magazines. The reading room is 200 sq. meters with a seating capacity of 150 students. It has about 5200 titles, 27452 volumes, 3300 e-Books Volumes, Delnet e- books, national journals and magazines along with newspapers.

All the books are bar-coded and the bar-code laser scanners are used in circulation counter for transaction of books. Direct access of online journals are made available for staff and students such as GALE with 404 titles. Library facility is open to all students and faculty members. It is continuously updated with latest books and journals. The institute always strives to provide latest and best collection of books and online sources to the students. The library has an advisory committee for decision making. The library members of advisory committee are Principal as a Chairman, library in-charge and librarian. The Library has titles and volumes of periodicals, journals and e-contents to cater needs of users. It has reading section, reference section, issue section, newspaper section and digital library. Meetings are held in a year to discuss the progress and procurement of books and journals. All the subject teachers, domain experts, PG students, UG students suggest their proposals for the purchase of books, journals and other required materials time to time.

SNo.	Name of ILMS software	Nature of automation (fully or partially)	Version	Year of Automation
1	Soul	partially	College version(2.0)	2019-20
2	Soul	partially	College version(2.0)	2018-19
3	Soul	partially	College version(2.0)	2017-18
4	Soul	partially	College version(2.0)	2016-17

5	Soul	partially	College version(2.0)	2015-16
6	Soul	partially	College version(2.0)	2014-15

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:

The college library has special collection of rare books with a separate section like thinker's books and out of publication edition books. The rare books are issued to students on library cards who have no permission to carry them out of library. Materials housed in special collections can be in any format including rare books, manuscripts, photographs, archives, ephemera and digital records, out of publication books. Details of books are mentioned in table below;

AccessionNo	Title	Author	Publisher	No
01655 01656	IMPROVE YOUR SECRETARIAL SKILLS E. KRISHNA MURTHY	URE. KRISHNA MURTHY,	NEW DELHI: S. CHAND & CO. LTD.,	2
02171	THE CLLAS SEAL	ERICHERICH SEGAL,	NEW YORK: BAMTAM BOOKS ,	1
02176	DIGITAL FORTRESS DAN BROWN	DAN BROWN,	LONDON: CORGI BOOKS ,	1
02179	MEN ARE FROM MARS WOMEN ARE FROM VENUS JOHN GRAY	JOHN GRAY,	NEW DELHI: HARPER COLLIN PUBLICATIONS.,	1
02181	TREASURY OF COURAGE AND CONFIDENCE NORMAN VICENT PEALE	NORMAN VICENT PEALE,	NEW DELHI: ORIENT PAPERBOOKS.,	1
02183	THE GREATNESS GUIDE ROBIN S SHARMA	ROBIN S SHARMA,	NEW DELHI: JAICO PUBLISHING HOUSE.,	1
02184	CHICKEN SOUP FOR THE PARENT'S SOUL JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND BOOKS PVT.LTD.,	1
02185	CHICKEN SOUP FOR THE MOTHER & DAUGHTER SOUL EDA LESHAN	FOREDA LESHAN,	CHENNAI: WESTLAND BOOKS PVT. LTD.,	1
02186	CHICKEN SOUP FOR	BARBARA DE ANGELIS,	CHANNAI:	1

	THE COUPLE`S SOUL BARBARA DE ANGELIS		WESTLAND PVT. LTD.,	BOOKS	
02187	CHICKEN SOUP FOR THE TEENAGE SOUL IV JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESLAND HOUSE., [s.l]: WESTLAND PVT.LTD., [s.l]: [s.n], [s.l]: WESTLAND PVT.LTD., CHENNAI: [s.l]: [s.l]: [s.l]: CHENNAI:	BOOKS	1
02188	A 3rd SERVING OF CHICKEN SOUP FOR THE SOUL JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1
02189	CHICKEN SOUP FOR THE TEENAGE SOUL ON LOVE & FRINDSHIP MARK VICTOR HANSEN	MARK VICTOR HANSEN,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1
02190	CHICKEN SOUP FOR THE COLDEN SOUL JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1
02191	CHICKEN SOUP TO INSPIRE A WOMAN `S SOUL JACK CANIFILD	JACK CANIFILD,	CHENNAI: WESTLAND PVT. LTD.,	BOOKS	1
02192	CHICKEN SOUP FOR THE MOTHER`S SOUL-2 JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1
02193	CHICKEN SOUP FOR THE ENTREPRENEUR`SOUL JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1
02194	A 6TH BOWL OF CHICKEN SOUP FOR THE SOUL JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1
02196	CHICKEN SOUP FOR THE CHRISTIAN SOUL JACK CANFIELD	JACK CANFIELD,	CHENNAI: WESTLAND PVT.LTD.,	BOOKS	1

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

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

Response: 2.72

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

2018-19	2017-18	2016-17	2015-16	2014-15
2.47	1.66	2.47	3.06	3.93

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 31.11

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

Response: 624

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

SISTec provides cutting edge IT support facilities to its staff, students and research community for the various course of domains through academic and industry driven computer laboratories.

In SISTec, laboratories are enabled with LAN facility with bandwidth of 35 Mbps leased line from Vodafone and FiberNet and secondary backup of 10 Mbps, enabled with Wi-Fi connection uses D LINK access point. A few classrooms/AV Halls are equipped with Wi-Fi connection and LAN facility. The Wi-Fi and LAN facility are upgraded according to the requirements of AICTE. NPTEL links are accessed by departments for all students and staff with shared link.

Key Facilities:

- Desktops from various brands like Acer, Dell, HCL, HP, IBM, and Wipro with latest processor capacity.
- Compatible high end servers to meet up the IT specific tasks like file, database, virus and backup management.
- Adequate printers, copiers and scanners for documents imaging.
- Healthy connected campus LAN and Wi-Fi via structured optic-fiber and cabling in the entire campus for data access.
- Specialized freeware for each department to meet the industry need teaching.

- Standalone language lab with audio video gadgets and focused communication teaching learning tool.
- Secure IT infrastructure by the leading security product manufactures hardware kit and software suite.
- LCD projectors and CCTV surveillance at each laboratories and key areas to ensure safety.
- Power backup facility through online UPS and standby generator for un-interrupted power supply.

The departments recommend deployment and up gradation of IT infrastructure with the objectives as highlighted below.

- To upgrade or replace obsolete computer systems time to time
- To enhance internet bandwidth from 35 Mbps to 100 Mbps.
- To upgrade existing facilities with latest version of hardware and software to cater the needs of users as per updating of curriculum in programs or courses.
- To upgrade resources from conventional and digital library, e-journals, internet and Wi-Fi facilities, CCTV
- To procure additional servers, switches and UPS time to time as per the requirement
- To increase computer-student ratio

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

4.3.2 Student - Computer ratio

Response: 3.6

File Description	Document
Any additional information	View Document

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

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 20-35 MBPS

File Description	Document
Any additional information	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

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: 0

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)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	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:

As far as service maintenance is concerned, the college authorities monitor, control and direct the maintenance and utilization of facilities from time to time. The sufficient funds for regular maintenance of required facilities are allocated every year. The college reviews the financial requirements prior to the commencement of academic session for building, furniture, laboratory equipment and computer systems etc.

Maintenance of other support systems:

The college has enough housekeeping staff for regular cleanliness of corridors, washrooms, classrooms, laboratories, hostels and the college premises. The supervisors ensure the task to be done on regular basis. Electricians perform regular repair and maintenance of equipments, lights, fans and wires. Different lab assistants maintain their respective lab equipment. First aid box is regularly monitored and updated by administrative staff.

Classrooms, seminar hall:

The college has required classrooms, seminar halls and staff room with adequate seating capacity, LCD and necessary software. They are maintained on regular basis before the starting of semester and during semester whenever required.

To promote a proper atmosphere for effective teaching and learning, the physical environment of the classroom and seminar halls must be harnessed. Maintenance of physical classroom environment which includes proper desks, chairs, tables, space, instructional materials, lighting and ventilation as well as latest communication technology is taken care. Others include chalk boards, projection screen, time table, power supply gadget which contributes in facilitating and engendering the teaching learning process.

Maintenance of library facilities:

The library has its own yearly maintenance schedule for books and journals against disfiguring. On yearly basis book binding is carried out for damaged books to protect further damage. In the end of session stock verification is performed as a part of regular monitoring and control. The College library committee is responsible for effective accessibility of learning resources to students and faculty.

The Library Committee is involved in the following activities:

- Procurement of new books and renewal of journals.
- Ensure library facility is available after college hours.
- Ensure optimum utilization of library resources and better services.
- Maintain and update of respective library records.
- To update and upgrade the library periodically as per updates in curriculum.
- To gather and analyze feedback of users.
- To demand for new titles from various vendors based on recommendation of faculty members.
- Introduce authors to students for better understanding.

Maintenance of computing facilities:

The system administrator and team are responsible for the maintenance of computing facility. IT teams perform two types of maintenance for computing resources, one is schedule maintenance two times in a year and second one is immediate maintenance when problem reported. The computers and ICT tools are monitored and maintained on regular basis by IT team. The internet related problems are resolved by respective service providers.

Maintenance of computer laboratories are done and they are configured with well-established circuits, terminals and modern equipments.

Laboratories are regularly updated and upgraded to cater to the student's needs.

Bandwidth of Internet is timely checked and digitalized teaching is incorporated.

Maintenance of extracurricular facilities:

Common amenities such as sanitation, plantation, indoor and outdoor game facilities, and gymnasium are maintained on regular basis. Each of these facilities are maintained and managed in such a way that they are freely accessible to all the students, but strictly monitored by the respective in-charge.

Maintenance of drinking water facilities:

Clean and hygienic drinking water is available in campus. Overhead water tanks are cleaned periodically. Servicing of water cooler are done regularly. We provide sustainable, safe water supply points, hand washing stands, and sanitation facilities. We ensure that the students enhance their current hygiene behavior and continue better hygiene practices. A high level of maintenance attention and regular testing ensure the quality of water.

Generator facility:

The campus has power backup facilities and generator which are monitored on regular basis.

Cleaning:

Housekeeping staff performs dry and wet cleaning duties in the classrooms, seminar halls, laboratories, staffrooms, office, library, corridors and wash rooms on daily-basis. The housekeeping staff takes care of sweeping and mopping the floor and cleaning the walls, windows, and other surfaces of rooms and buildings throughout the campus. Vacuuming floors and carpets in administrative, classrooms and dormitory buildings are done. Maintaining hand soaps and toiletries in public washrooms are also taken care by the housekeeping staff members.

Hostel:

Hostel committees regularly monitors the maintenance and cleanliness of facilities in hostel which are performed by the housekeeping staff and supervised by the warden. They take care of repair and maintenance management which are pre-assigned and on request.

Canteen:

The canteen maintenance committee takes care of quality of food and other related issues.

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: 22.59

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

2018-19	2017-18	2016-17	2015-16	2014-15
554	466	384	344	332

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
Any additional information	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: 33.95

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

2018-19	2017-18	2016-17	2015-16	2014-15
1143	932	610	314	118

File Description	Document
Any additional information	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

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description**Document**

Details of the students benefited 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:** 29.82

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

2018-19	2017-18	2016-17	2015-16	2014-15
182	153	140	142	110

File Description	Document
Self attested list of students placed	View 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: 2.41

5.2.2.1 Number of outgoing students progressing to higher education

Response: 11

File Description	Document
Upload supporting data for student/alumni	View 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: 23.18

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	6	2	0	1

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

2018-19	2017-18	2016-17	2015-16	2014-15
16	13	9	8	10

File Description	Document
Upload supporting data for the same	View 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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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
e-copies of award letters and certificates	View Document

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

Response:

“The achievements of an organization are the results of the combined efforts of each Individual”

Setting this very quote as one of the foundation stones of this Institution, a council was desired in the blooming years. To provide a platform for active participation of students in academic and administrative bodies and involve them in curricular, co-curricular and extracurricular activities to enhance their interpersonal relations, leadership and managerial skills, individual and team work and overall personality development.

A body of intellectual students who could help the Institute reflect the implications of any decisions on the student body acting as a link of communication between the management and the scholars of our

college. Every year this committee is formulated under the guidance of a Faculty co-ordinator for SAC, Principal and Vice-Principal, this SAC takes the responsibility for conduction of various events starting right from its inception all the way to the execution. SAC consists of eight committees which cover a wide plethora of matters which need the student's Input governed by a President and Vice President, all selected through a very rigorous process where academic, co-curricular and inter personal prowess are the most desirable qualities. The current year is the eighth reformation of the SAC body with each successful year team being even more diligent and focused towards the duties they're assigned to. SAC not only organises Techno-cultural Events and workshops but also plays a vital role in reflecting the student's voice executed through a clearly defined vision and mission, based on transparency and constant communication. The students/members of SAC are considered and groomed further as the brand representatives of the institute. They are the boosters to the talent and ideas that sprout up in the minds of the students.

SAC consists of the following committees consisting of a committee head and assisted by its members:

Training and Placement Committee: This committee caters to the needs of the campus recruitment of the Placement Cell.

IT Committee: This committee is designed to assist the online college website and helps in adding to the beautification of the website by designing new posters and other required material for the website.

Editorial Committee: This committee helps in the college newsletter and bulletins.

Academic Affairs Committee: This committee benefits the students to bridge the gaps with addition of day to day developments in the society in the form of GD, debate, extempore etc.

Photography Committee: This committee aims at collection and capture of moments of the celebrations in the campus throughout the year.

Hostel and Mess Committee: This committee aims at the smooth functioning of the Hostel and Mess in campus for both boys and girls.

Cultural Committee: This committee makes a group of talented students representing various dance forms and singing and this student group represents the college in various other college events.

Sports Committee: This committee selects group of students based on the area of their sport to represent college out the campus.

File Description	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: 48.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
39	40	47	47	68

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 Institute firmly believes in connecting with all alumni through alumni association and therefore, mechanisms like Alumni Association, Alumni Directory are maintained. SISTec has an online alumni association with more than five hundred registered members so far by the link available on the website.

- Alumni Committee is functional with the objective to bring the old students under one forum for exchange of experience, dissemination of knowledge and talents. It also enhances the exchange of relation building and team work. The strength of team elaborates with each passing year.
- To enhance employment opportunities and to create a networking platform to share and influence the success stories of alumni. The recitation of the stories of success from the integral part of students' fraternity encourages the current students witnessing a live example of success.
- The alumni visit our institute to guide the students for Sagar Fiesta, Go Kart, BAJA events and give suggestions for final year student's projects. The visiting alumni are also considered a good resource of suggestions and criticism.
- The alumni interact with the students and share the knowledge about recent technological developments in the industries and guide them for higher studies and job opportunities. They also try and advocate the relevance of curriculum with respect to current professional scenario.
- To share their valuable experience and give inputs on the current trends in industry helps to bridge the academia-industry gap. Their words sharing new avenues opening in the industry also motivate the current students.
- Alumni contribute for curriculum improvement through their feedback in-order to keep pace with the recent advancements in industry. They help us to mitigate the identified gaps through beyond syllabus activities like hands-on workshops, guest lectures and value-added courses.
- Alumni facilitate Institute for campus recruitment by suggesting to their companies. It is an extreme honour to the institute that exemplary performance of the students have wide opened the gates of recruiters for the successive students.
- Alumni are engaged in Invited Talks/ Guest Lectures.

- Alumni also form the active members of IQAC at various levels. Their inputs are very significant in bringing developments and quality enhancements.
- Alumni are also engaged in various students driven activities like clubs and committees as a felicitator and activities supporters.

So far we have not received any financial support from our alumni. Presently, a group of senior faculty members are coordinating the activities of alumni.

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)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	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: To emerge as one of the leading institute in the field of technical education to produce competent and committed professionals for the betterment of the society.

Mission: To create SISTec as a centre of excellence for imparting technical and scientific knowledge through rigorous academic, technological interventions, skilled faculty, character building approach and entrepreneur mindset for the betterment of the society.

In accordance with vision and mission, SISTec is committed to empower our student with strong personality and technical traits so that they are better equipped to take on challenges of today's dynamic corporate world. We aim to create professionals with distinct edge. An edge that will make them formidable future leaders.

Role of management in Design and Implementation of quality policy

Management is the key executor and source to foster new leaders and augment leadership skills in the existing polices.

Quality Teaching and Services

SISTec focuses on excellence in teaching through various services provided for students, faculty, administration and other staff members.

Board of Management

The board of management does strategic planning for the development of the institute and establish policies related to academics and matters related to stakeholders.

Principal

- Leads the institute by setting up rules and regulations for overall development and take necessary action for the same.
- Imparts strength and motivates the faculty for research and outreach activities.
- Control, regulate and co-ordinate research activities to maintain standards of teaching and research.

Vice Principal and Dean Academic

- Looks after the overall planning of academics and implementation of academic policies.
- Assures the quality and improvement in academics, conduction of exam and discipline in the college premises.

- Responsible for quality culture in academic delivery.

Dean student welfare

Dean Student welfare is responsible for betterment of the students through various student activities and student events.

Renders necessary assistance for redressal of grievances of the students.

Dean Research & Development

Dean Research & Development is responsible to create a research environment in college.

Prepare guidelines for the proposals of projects and consultancy.

HODs

Execute and implement the academic and administrative work for proper functioning of the department.

Faculty

Maintain uninterrupted academic schedules and impart quality education by applying various techniques in pedagogy to suit the requirement of the concerned subject.

The team given below helps in execution of the Mission and Vision by moulding the student as ‘**a value based, technically competent and socially responsible citizen**’.

Statutory Body	Total strength	% of faculty members
Board of Management	5	40%
Institute Academic Council (IAC)	5	100%
Academic council subcommittee for performance monitoring	5	100%
Committee for student activities and feedback	4	100%
Finance and Purchase Committee	3	67%
Grievance Appeal and Redressal Committee (GAC)	2	100%

Dean Student Welfare/Committee	3	100%
Games & Sports Committee (GSC)	2	50%
Dean Research & Consultancy (R & C)	2	100%
Research Advisory Committee	2	100%
Infrastructure and Building and Works and Canteen Committee (IBC)	3	67%
Library Committee	2	50%
Hostel Committee	4	25%
Training and Placement	2	100%

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:

The college has decentralized governance system with a mechanism for delegating authority and responsibility. Management has a very graceful and participative approach. It has functioning sovereignty at different levels of execution in college. The various committees are in place to review the progress in various functions and accordingly take necessary timely action for ensuring excellence in respective areas of institution. It shows that culture of participative management has been promoted by the college. Staff has freedom to give suggestions wherever and whenever needed.

The college has a well laid down structure supported by qualified and competent teams. The administrative and academic responsibilities are decentralized to provide effective educational leadership for an efficient implementation & monitoring of various policies, regulations & guidelines at various levels.

Case study**Title: - Recruitment of faculty**

Recruitment of faculty is one of the important processes in the institute in which preferential treatment or biasness will sabotage the system with lasting adverse consequences. Therefore institute has made a very transparent process fully carried out by the faculty members down the line with the final approval given by the Principal for recruitment and discussion with HR team about financial affairs and HR policies.

- For this purpose a committee called “APT” (Appointment, Promotion and Tenure) has been constituted within every department with 3-4 faculty members and one HR member. The process carried out by the APT committee is depicted below:
- Advertisement for faculty recruitment online/offline by HR team as per requirement given by department.
- Initial screening of received applications from potential candidates by HR team.
- Personal interview of the shortlisted candidates taken by the APT Committee of respective department. APT committee is free to invite external members if needed depending on the specialization of the interviewee.
- Technical interviews are carried out by APT along with HOD and subject expert . APT members are free to evaluate critically. This exercise enables the departmental APT committee members to assess the candidates.
- Rating provided by the APT committee members is consolidated, ranked and sent to the Principal. HOD, Vice-Principal and Principal takes the demo of the shortlisted candidates on the given topic and assess the teaching aspects of the candidates.
- HR discuss HR policies and financial affair with candidate.
- At last, discussion/meeting with management happens to know about recruited candidate.

The process depicted above ensures that only meritorious faculty are recruited and hence students’ interests are well protected.

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:**

SISTec has planned strategical development through optimized channelization of all the stakeholders towards a common goal of making student competent. Implementation of quality policies are mentioned below:

Institute Objectives

- Our objective is to inculcate social and moral responsibility through work ethics. We are committed to entrust our budding engineers with firm responsibility and logical attributes to align towards today's activating competitive world.
- The Institute endeavours to provide students and teachers the conducive atmosphere and facilities and infrastructure for the promotion of:

- a) Innovations in education leading to new methods of teaching and learning.
- c) Inter-disciplinary studies (Mechatronics in ME/EC Dept., Robotics in EC/EC/ME Dept.)
- d) Holistic development and leveling students with the aspiration of nation.

Broad Based Goals - Institute has set some Broad Based Goals for 2019-2024:

- Improve education quality by engaging and involving resourceful person from industries as teaching staff.
- Make sure overall 'Student Development' including health, welfare and inculcating values among students.
- Make ethnicity of excellence in Research, Innovation and Creativity.
- Improvement of quality of faculty and staff for better performance.
- Improve relations with industry and alumni.
- Improve employability through extensive and rigorous trainings and by promoting entrepreneurial initiatives.
- Facilitate the creation of learner centric environment conducive for quality education.
- **Strategic Plan-** Make sure that all the planned goals are achieved through accountability comprise of review, evaluation, reporting and re-planning
- The long term (15yrs) & short term plan is developed by the Institutional Quality Assurance Cells (IQACs).
- Principal, Vice Principal, Dean and HoDs through respective IQAC set Individual targets (Faculty/Staff), fixing milestones and accountability considering the following aspects:

1. Academic & Teaching-Learning Planning
2. Infrastructure Resource Planning
3. Faculty/Staff Resource Planning
4. Learning Resource Planning
5. Industry Interaction and Placement Planning
6. Research & Innovation Planning
7. Student Development Activities Planning
8. Events & Annual Calendars Planning
9. Operational Planning
10. Financial Planning

The Faculty wise Annual Plan/Targets are examined and finalised by Department QAC and IQAC. The proposed Annual Planning comprising of all the above mentioned aspects are placed before the competent authority for the approval. After the approval, the recommendations are circulated to all concerned for its

implementation, compliance and review.

To take initiative for an accreditation procedure for NBA (National Board of Accreditation).

To establish Intellectual Property Right cell.

To establish R & D (Research & Development) Projects in collaboration with institute of excellence and industry.

To initiate automation of library and admissions.

To establish fully digital classrooms in all department.

To establish excellence centre in all programs.

To obtain NBA certification.

To take initiative for accreditation procedure for Accreditation Board for Engineering and Technology (ABET).

To establish incubation centre.

To Establish R & D (Research & Development) centres in all departments.

To initiate steps for complete digital systems in all areas.

To introduce STEM (Science, Technology, Engineering and Math) education.

To set up research excellence centre in every department.

To attain Deemed university status.

File Description	Document
Any additional information	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 management and faculty work in a team for the design and implementation of quality policy for the institute.

Role of Board of Management

The apex governing body is **Board of Management** and its key functions are:

- To create academic & administrative posts as per the requirement of institution with the consultation of APT cell.
- To manage regulate, and govern the revenue, the Finance, accounts, investments, properties, business and all other administrative affairs of the Institute

Role of Principal

- To support and develop the quality of teaching-learning process and evaluation system.
- To assure the execution of duties and responsibilities led down by the University Act and government regulations..
- To define and delegate responsibilities to the staff depending on their capabilities.

Role of HOD

- Overall in-charge of department. Required to ensure smooth functioning of the department in addition to teaching load.
- Ensure the quality project work and seminar topic of the students in consultation with other faculty.
- Monitor and take necessary action for processing of activities in the department as per academic process plan and calendar of events.

Role of Faculties

- To complete the syllabus in a stipulated time as per the University norms.
- To help in designing of curriculum, continuous assessment of conduct of the curriculum and development of the same in view of the relevant needs.
- To communicate with students for their personality development and academic pursuits.
- To perform Administrative duties related to examinations, admissions, discipline, TG, Counsellor etc

Role of Librarians

- Responsible for the overall in charge of the library.
- Maintains documentations of books, journals, magazines, newspapers, CD's & library materials.

.Institute Academic Council (IAC)

The Academic Council shall be the principal academic body of the Institute and responsible for the maintenance of standards of teaching, research and training.

- **R & C Committee**

The committee advises the institute on matters related to research, patents and innovations carried out by the faculty/students.

- **Planning and Monitoring Board**

The Planning & Monitoring Board shall be the principal Planning body of the Institute and responsible for the development of programmes.

- **Finance and Purchase Committee**

This committee is for financial estimates of the Institute along with purchase the new items for institute.

- **Grievance Appeal and Redressal Committee**

This committee is responsible for the grievances and their redressal.

- **Anti-ragging cell**

This cell is responsible for No ragging in the campus or buses.

- **Women's Grievance Redress Committee**

This committee deals with all the matters related to female/gender issue.

- **Student Welfare Committee:** This committee is to assist the students in their learning process.
- **Games & Sports Committee:** This Committee conducts various Sports and Games activities.
- **Training and Placement Cell:** This committee is responsible for all activities related to training, internship and placement of the students.

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

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	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:**

The Institute has different committees headed by senior faculty for executing academic/ co-curricular/ extracurricular activities. The management, principal, HODs and faculty members play significant roles in implementations of resolutions taken in each meeting. The decisions, actions that need to be taken, recommendations, requests for approvals and conclusions in the meetings are recorded in the form of minutes of the meetings. All actionable tasks are reviewed in the next meeting for progress; approvals are followed up. Few Institute level committees are mentioned as given below

Management Committee:	It finalizes quality policy and its review time to time
Internal Quality Assurance	It strives for holistic development of the college ensuring efficient academic performance.
Cell (IQAC):	
Internal Complaint Committee:	It strives for prevention, prohibition and redressal of sexual harassment of women employees and students in the college.
Anti Ragging Committee:	To monitor and observe the performance of anti-ragging squad in ragging in institution.
Anti Ragging Squad:	To make surprise visit on hostel and other places vulnerable to incidence and having the potential of ragging.
Research & Development:	It work on create interest of research in student and Faculty. Also develop the research laboratory according to need.
SC-ST Cell:	All affairs related to SC/ST reservation implemented in the institute Indian Constitution and

	registering the complaints in writing from SC/CT teachers employed and address it to higher authority for resolution.	
OBC Cell:	All affairs related to OBC reservation implemented in the institute Indian Constitution and Registering the complaints in writing from OBC teachers employed and address it to higher authority for resolution.	

Activity that successfully implemented: Effectiveness of Anti-Ragging Committee

The activity shows the effective implementation, execution, redressal and action taken report against a filed complaint. The Anti Ragging Committee is formulated in the college as per the guidelines and norms of UGC/AICTE/Madhya Pradesh Govt of Ragging Act 2009 and directions of Rajiv Gandhi Pradyogiki Vishwavidyalaya. The committee executes following disciplinary guidelines against filed complaint

- This activity shows the detailed investigation report done by Anti-Ragging Committee by conducting frequency of meeting which is evident through action taken report.
- Conclusion of investigation by the committee members.
- Action taken against the culprit, if any.
- Report submitted to the concerned authority.

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:

SISTec provides following welfare schemes for teaching and non teaching staff members.

- Employee Provident fund and Employee Insurance Scheme facility is provided to all eligible staff members of the institute.
- Loan facility provided to teaching and non-teaching staff through Bank. The institute has tie-up with different banks to provide financial support through loan facility to all faculty members.
- Sponsorship for attending academic programs is provided to all staff members to attend the various conference, workshop, STTPs programs etc.

- Group medical insurance policy has been initiated by institution for all staff member.
- Free residential facility is provided in college premises for teaching and non teaching employees.
- Free mobile facility to selective staff.
- Free Bus facility to all teaching and non teaching staff.
- Sponsorship facility for Research.
- Special workshops on recreational facilities in Yoga & Stress Management are conducted for all staff members once in the year through Yoga Expert.
- Ambulance facility to all staff (24*7) in case of emergency.
- SISTec has tied up with Dr. Avinash Agrawal's Clinic to offer Medical Treatment to students, teaching and non teaching staff.
- Free Medical Health Check-up camp is organized for teaching and non-teaching staff members in college campus.
- Gym facility is available for all students and staff members of the SISTec.
- Study leave for higher education.
- Sport facilities provided to teaching and non teaching staff.
- Concession in fees to wards of teaching and non-teaching staff in college and school of Sagar group
- Ten days annual break for teaching staff and 7days annual break for non teaching staff.
- Swimming facility to all staff.
- Bereavement Leave for 7 days with Pay
- Diwali and Teacher's day gift distribution to all staff.
- Discount in house or flat purchase from 'Agrawal Builders' (Real estate firm of Sagar Group).

TABLE

S. No.	Number of beneficiaries in teaching and non teaching faculty for the last five year					
	Name of welfare schemes	2014-15	2015-16	2016-17	2017-18	2018-19
1	Provident fund	116	123	138	129	129
2	Group medical insurance policy	0	120	102	69	52
3	Free hostel and boarding facility	15	11	12	10	10
4	Sponsorship to participate	5	5	5	7	9

	in Research project programs					
5	Free recreational facilities like Yoga and meditation center	80	60	60	90	90
6	Ambulance facility	4	5	2	2	3
7	Free Bus Facility	152	160	187	129	104
8	Free Medical Health Check-up	171	185	145	162	114
9	Bereavement Leave	2	6	0	4	5

File Description	Document
Any additional information	View 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: 7.64

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

2018-19	2017-18	2016-17	2015-16	2014-15
25	28	6	6	2

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc during the last five years	View Document
Any additional information	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: 6.4

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

2018-19	2017-18	2016-17	2015-16	2014-15
14	8	2	3	5

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Reports of Academic Staff College or similar centers	View 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: 15.21

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

2018-19	2017-18	2016-17	2015-16	2014-15
50	45	15	15	8

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View 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:

SISTec has performance appraisal system for assessing the performance and progress of the faculty on a given job and his potential for future development. It consists of all formal procedures used in the working organizations to evaluate personalities, contributions and potentials of teaching staff. The system is adopted for overall growth and development of all concerned whereby an employee is assessed by the entire APT cell during the appraisal process. The APT Cell evaluates the performance of the faculty based on teaching, research, participation in teamwork, arranging co curricular and extracurricular activities and publication works. The process is designed to foster individual development and identify opportunities for additional support. Performance Appraisal System is implemented for both teaching and non-teaching staff.

Objectives:

The performance appraisal system intends to identify strength and weakness of faculty members and consecutively plan various development programs for their skill enrichment.

Appraisal System for Teaching Staff

The performance appraisal system for teaching staff consists of 20 evaluation factor for assessment. For each of this factor, criteria are defined, and it is mapped with the number of points. The weightage for each performance factor is 5 grade points. At the end of semester, faculty are evaluated for their performance. Faculty submits duly filled in form with relevant documents and evidences. Self-appraisal score is further verified by the Heads of the departments and finalized by the institution heads.

- Academic Involvement of faculty is evaluated based on the courses taught and their difficulty level, conduct of Beyond Syllabus Activities, innovation in teaching, Contribution towards Learning Resources Development at Institute, UG/PG projects guided, Efforts for Lab Work/Tutorials and University related work.
- Course results, average student attendance, student feedback, co-curricular activities conducted for students, mentoring and placement of students in the preceding year.
- Institutional Development component takes care of faculty efforts for the overall development of the Institute. It includes points for organization and participation in conferences, STTPs, FDPs etc., participation in departmental and institute committee activities, research activities, service to community or product development and and faculty interaction with outside world.
- Professional Development is evaluated based on performance parameters such as publications, patents, qualification upgradation, special honors/awards, fellowship received, and books published.

- Competency mapping assessment is done based on academic results and the overall attitude towards profession.

Analysis is rigorously carried out at the Department / Institute level and also with respect to different components and accordingly appreciation letters and letters for improvement are given to the respective faculty.

Appraisal System for Non-Teaching Staff

Design of Performance Appraisal system for Non-Teaching staff is based on the qualitative and quantitative responses towards performance factor. Total of ten parameters are defined for assessment. The performance factors for evaluation are different for both technical staff and administrative staff. The factors are mapped with the number of points i.e. score. The weightage for each performance factor is ten grade points. At the end of session, staffs are evaluated for their performance. Wherever, there is scope for improvement, it is communicated to the concerned staff.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The financial function plays a vital role in the success of any Institute. This is because it effects every segment of the institute like operation and execution. The strength and precision of financial management function as the roots of the tree of an organization and affect its growth & stability. Every organization has the responsibility to implement financial management practices of the highest standard. For this purpose it has to evolve a broad framework of management and financial control systems, suited to its needs and requirements.

SISTec is committed to the objective of maintaining professional and qualitative Financial Management Systems with high standards of accountability and transparency.

Books of account are maintained following the rules of Double Entry Book Keeping System & accepted accounting practices prevailing in India. Account department maintains proper books of account.

Types of vouchers

- Receipt Voucher
- Payment Voucher
- Journal Voucher

(A voucher is a basic document for legal evidence, which is prepared to record any transaction that takes

place)

Some precautions in writing a voucher

- No payment can be passed without supporting documents.
- No payment can be made without the authorization.
- Supporting documents should not be over written. A “PAID” Stamp must be affixed on the face of all supporting documents.
- All vouchers must be correctly entered into the access accounting package. The books of account should be generated correctly.
- Fixed asset management (all the fixed assets should be purchased after the approval of Management).
- Inventory management (the stock records are maintained meticulously and neatly without any calculation errors).
- Vehicle Log Book (logbooks must be maintained in the specified format of each vehicle. Vehicles must be monitored properly. Cost of maintenance, expenditure of fuel etc. must also be monitored).

Moreover, following registers and other records are also maintained.

- Fees received from students (in respect of admission fee, tuition fee, bus fee, library fee, examination fee, etc.).
- Grants-in-aid received from various sources.
- Scholarship and special stipends.
- Funds such as building, library, laboratory, sports, furniture, equipment's, endowment, provident fund etc.
- Immovable properties and other fixed assets.
- Investments.
- Minutes of the meetings of the Managing Committee of the educational institution.
- Stock (for books, stationery, uniform, etc.)
- Salary sheets of all the respective staff members and maintained.
- Staff leave and Benefit Records (Individual staff members and their entitlements are maintained systematically).
- Uniforms are provided to Security Guard, Driver & Office Assistant.
- Caution money received from students.

All the above statements are thoroughly maintained and revised periodically by the accounts department.

The institute practices the following schedule of Audit to achieve precision and accuracy in accounting.

- Internal Audit conducted by Society / College management on Monthly Basis.
- Internal Audit by Chartered Accounting forms on quarterly basis.
- Annual external audit it done.

The following statements form a part of General Purpose Financial Statements of an educational institution:

- Balance Sheet
- Income and Expenditure Account
- Cash Flow Statement
- Notes forming part of financial statements
- Utilization Certificate for Grants –in – aid.

File Description	Document
Any additional information	View 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: 1.41

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

2018-19	2017-18	2016-17	2015-16	2014-15
0.41	0.00	1.00	0.00	0.00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

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

Response:

SISTec has a finance committee consisting of Board Members and purchase committee for monitoring, controlling and directing mobilization of funds and optimum utilization of resources. SISTec is a self-financed and hence major source of fund is student's tuition. The income thus generated and expenditures are certified by the Chartered Accountant regularly.

1. Mobilization of Funds:

- Fees Collections

Students are admitted as per the guidelines of Department of Technical Education and AICTE. The

Institution is affiliated to RGPV and BU Bhopal and hence their guidelines regarding enrollment of students are followed. The fees of the students are decided by the AFRC (Annual Fees Regulatory Committee).

- **Research Grants**

The institution has received the grants from various bodies like ACE Engineering, MPCOST, and RGPV (TEQIP) etc. These grants are specific grants received for specific purposes and have been utilized as per the guidelines of the sanctioning body.

- **Non Government Bodies and Sponsorship Receipts**

The grants have been received from various Non-Government bodies for special purpose like various events (Nirmaan). The grant has also been utilized as per guidelines of the grants.

- **Corpus Donation of Trust /Society**

The College is functioning under the **Shri Agrawal Education & Welfare Society (SAEWS)**. The Trust /Society gets corpus donations from well wishers, corporate and philanthropists.

2. Optimal Utilization of Resources

- **Recurring Expenses**

Salary to staff, academic activities and payment of bank interest

- **Infrastructural development facilities and Building construction works**

Management allocates budget to create and upgrade the infrastructural facilities in tune with the modern trends and for construction works. Bank loans and corpus donations received from well wishers and philanthropist are judiciously utilized for the same. College purchases new vehicles as per student strength, through loans from banks and loans are repaid with reduced rates of interest from the reasonable transport charges.

- **Academic Infrastructure**

Time to Time as per need of academics college purchases new books, journals, smart class and lab equipments.

- **Research and project activities**

Knowledge is generated and applied in new innovations and technologies which in turn shall be utilized to enhance the quality of socio-economic and environmental conditions of society. The institute is committed to provide excellence in research. The institute has executed many Research and Development projects. Grant from government and non government bodies, institutions, industries, firms, well wishers and philanthropists are used for R&D.

- **Seminars, Conferences and Faculty Development Programmes and other co-curricular**

The institute conducts the above said regularly and religiously matching with the latest technology, innovations, research, changes and needs for the society.

- **Extra-curricular activities**

Modern sports facilities have been created to provide ample opportunities for conduct of sports and enabling student participation.

- **Green Atmosphere**

Enough care is taken to maintain cleanliness in the campus which coexists with godliness and fund is judiciously utilized.

- **Events and Students Welfare Activities**

The events and students welfare activities are organized on regular basis like NIRMAAN, Sagar Fiesta, Sagar Manthan, Sagar Samvaad, Sagar Samartha etc for the holistic development of students from the fees and other grants received from the Management and related parties.

File Description	Document
Any additional information	View 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 is constituted at two levels:

- Department Level:
- Institution Level.

IQAC cells insured quality assurance in departments as well as in the institute.

Best Practice-I: SISTec Students Development Scheme

1. Title of the Practice:

SISTec Students Development Scheme

Personality of an individual and technical competence decides his position in competitive corporate world.

The focus is on one's basic personality traits such as elegance, accomplishments and expressions. The elegance of an individual exhibits in presentation and grooming with outfit etiquette for various occasions.

Objectives of the Practice:

- To develop good communication, aptitude and leadership skills.
- To develop technical competence in students to make them employable.

The Context:

Majority of students admitted in SISTec are from rural areas with lack of communication skills, aptitude, confidence, motivations, soft skill etc. Hence, it was needed to design the programs to fulfil the deficiencies of the students along with regular curriculum.

The Practice:

The practice is implemented from first year Engineering students effectively under the guidance of first year in charge and in school of management with the help of HOD MBA. It continues with higher semester with advance preparation conducted by training cell with coordination of respective departments.

Evidence of Success:

- The students participated in intra and inter college co-curricular and extracurricular activities and received prizes.
- Students are able to organize the national level events like **Nirman, Sagar Fiesta** etc.
- Student's participation and selection in Placement improved.

Problem Encountered and Resource Required:

- Many students hesitate to participate in activities during initial stages.
- To get a balance between various activities and regular classes is cumbersome due to time constraints.
- Consistent efforts from student side.

Best Practices-II: Academic Audit:

Title of the Practice: Academic Audit

Objectives of the Practice:

The academic audit is scientific method to review quality of academic activities. It is concerned with conformance of quality. The academic audit is undertaken by IQAC. It is intended to assure quality education, develop good learning environment, formulate teaching learning methodologies, to implement career oriented activities and to familiarize teachers about their roles and responsibilities, etc.

The Context:

IQAC formulates quality improvement strategies for teaching learning activities. Preparation

for commencement of semester are done as mentioned below:

- Academic & Event Calendar
- Lecture & Lab plans preparation
- Course learning Objectives and Course Outcomes
- Assignments and Tutorials
- Lecture notes, FAQs, SISTecTEL, NPTEL Video, Competitive exam questions
- Updating the library with demand for procurement of books
- Reviewing laboratory facilities

The Practice:

Department audit is performed by the HOD's & Department Academic coordinator and dully checked by Principal and Vice Principal.

Evidence of Success:

- Teaching methodologies of faculty have been improved with effective teaching contents
- Good feedback from students regarding Teaching.
- Improved results of the students with number of Chancellor's Scholarship.

Problem encountered and resource required:

- With number of faculties and multiple records,requires lot of efforts and time for meticulous audit.
- Effective content preparation required lot of efforts from faculties due to regular changes in syllabus and patterns.

Irregularity of the students in higher semester classes is key challenge

File Description	Document
Any additional information	View 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:

Institute has well planned teaching learning process and has robust methodology for rolling out the process. At the same time there is well planned structure, as per the guidelines of IQAC, to review the Teaching Learning Process. There are various teaching learning processes like subject allocation, preparation of academic administration plan, cluster mentor meetings, student mentoring etc. Each of these activities are planned by the faculty and are reviewed thoroughly before rolling.

Once the activities are rolled out, their progress is monitored as per the type of activity. The outcomes are analyzed and discussed with concerned faculty for further improvements.

The IQAC cell of the institution has developed well structured mechanism to review its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals.

Evaluation of teaching and learning:

Academic monitoring is performed by IQAC and authorities for effectiveness of teaching and learning. The authorities keep vigil on classroom delivery observation, course material review, evaluation to assess knowledge and reflection by students. IQAC regulates the academics as per schedules of institute and departmental calendar. The lesson plans made for each and every subject are strictly complied with and periodic review of the status of the course completion is done by the HoDs and IQAC representatives. Special focus is maintained on the outcome based delivery of the syllabus and innovative teaching learning methodologies are promoted. The faculty members are encouraged to take various measures to check the efficiency and effectiveness of the delivery of syllabus.

Reviews of teaching learning process:

The Institution follows 360 degrees feedback mechanism whereby the feedback is obtained from all the stakeholders. The feedback is obtained from the students, fellow faculty members and HoDs. Once the feedback is taken, the same is discussed with the faculty for the betterment of the same.

For example, The Placement Oriented Training, which is implemented along with the regular curriculum, which makes the students skilful and job ready. Proper data of attendance, the teaching plan, the syllabus taught in the classroom, the assessments taken and the marks obtained by various students is maintained. After assessment, analysis of the performance of the students is done and one to one counselling of the students is done to improve the performance of the students. Then, the students who obtain less than fifty percent in the assessments are kept on constant vigil guiding them for the improvement in their performance. Also, on the regular basis, specific weaker part of each student is observed and necessary steps are taken for the improvements.

The IQAC reviews teaching learning process through various methods. Some of the methods are as follows:

Teaching plan: Each faculty has to draft teaching plan as per course requirement. The lecture wise allotment of topics are made. Once, the plan is made the same is submitted to the IQAC. Once approved, the teaching plan is to be implemented in a proper and strict manner.

Course File: The course file forms the most important and basic aspect of teaching learning process. IQAC has provided a standard format and sequence for the course file which is to be strictly adhered by the faculty members. The course files contain Course Objectives, Program Specific Objectives, Vision, Mission, Teaching Material, Lecture Plan, Assignments, Important questions, Previous year papers etc. which acts as the one stop solution for the faculty members, HODs and IQAC for the facilitation of teaching learning process.

Class Observation System: In the Institution, class observation is done by HOD, Vice-Principal and Principal of all faculty members in regular intervals. The feedback of classroom observations are discussed

with individual faculty members and the corrective measures are taken. The Class Observation Reports are shared by HoDs with IQAC, which takes decision on various training requirements, checks and balances to be implemented to improve the teaching learning process.

360 Degrees Feedback Mechanism: The IQAC has implemented 360 degrees feedback mechanism in the organization which has led to the obtaining of all round feedback from all related stakeholders. The corrective measures are taken on the basis of feedback obtained.

Development of Placement Oriented Packages named Kaizen: On the basis of past year experiences and placement papers, the training team of the institution has developed its own study material named "**Kaizen**" (means continuous improvement in Japanese). The Kaizen covers study material on Personality Development, Verbal Skills, Communication Skills, Numerical Aptitude and Verbal & Logical Ability. These packages are made under the overall guidance of IQAC and are approved by the same. These study packages are reviewed every six months and suggestions are invited for their development.

Peer to Peer Learning: As per the instructions of the IQAC, the method of peer to peer learning has been introduced to enhance the teaching learning process and make significant changes in the knowledge base of the faculty members. Also, cross domain learning is promoted to develop the scientific spirit of inquiry amongst faculty members. The faculty members are assessed on their ability to make the peer to peer learning successful.

Students Participation: The students actively participates in designing the pedagogy of the institution. IQAC interacts with the students group on regular basis thereby facilitating direct feedback and also incorporates the various suggestions made by the students from time to time in the teaching learning methodology thereby making the learning ever growing and ever flourishing.

2. Implement evaluation mechanisms to faculty to identify and promote better teaching learning practices:

The evaluation process is conducted in a semester that involves personality traits for evaluation

- Regularity and punctuality
- Recapitulation and clarity of objectives
- Planning and organizing contents
- Confidence, command and proficiency
- Clarity and audibility of voice
- Demonstration of concepts with relevant examples
- Interactivity and counselling
- Inspiration and motivation
- Verbal and non verbal communication skills

File Description	Document
Any additional information	View Document

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

Response: 6.4**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
14	08	02	03	05

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	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**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the 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:

Continous improvement is necessary to achieve quality in all fields of education system for the progress. Some of the major improvement made during preceding years are-

1. **Faculty development programs:** FDPs are arranged to improve the performance of faculty members in education, research and administration. Faculties are enriched by FDP, workshops, refresher courses, seminars and conferences, etc. SISTec has shown an incremental improvements in this field to make faculty empowered.
2. **Formation of Internal Quality Assurance Cell:** It was constituted for quality assurance through periodic academic audits for consistent development of quality system to improve the academic performance of the college. It also intends to promote total quality culture and instil best practices.
3. **National Recognition:** SISTec has been awarded by many State/National bodies like CII, ASSOCHAM, Dainik Bhaskar etc. which shows the national recognition of the institute due to its quality education, higher customer focus and motivation for continuous improvement with conformed quality to satisfy stakeholders.
4. **Start ups:** Number of start ups have been setup by the students during these preceding years <http://sistecgn.ac.in/Startups.aspx>.
5. **Introduce new modules:** SISTec has introduced new modules along with university curriculum in all department which help students to learn many extra course and as a result help to get good placement.
6. **Structured feedback on curriculum by students, teachers and alumni:** The feedback system help us in continuous improvement.
7. **Industry-institute interactions:** Skill and personality development programs are arranged. Industry institute interactions are increased by means of internships, industrial visits, sponsored projects and guest lecturers from industry experts.
8. **Value added, add-on, hands on practice and skill development courses:** Students are exposed to several co-curricular and extracurricular activities, competitions.
9. **Students support infrastructure:** Computing facilities are strengthened and upgraded. Wi-Fi is provided in campus. Laboratories in all the departments are upgraded with modern facilities.
10. **Research and Development:** Research committee is formed to ensure that it appries teaching staff regarding research projects by various funding bodies, consultancy and publication in journals. SISTec has received research projects every year from Government and non government body too.
11. **Memorandum of Understanding with Industries:** The objectives are to get exposure with industry by visiting the industry, learning with industry persons and increasing industry-institute interactions.
12. **Training and Placement Cell:** Students are trained on personality development programs, soft skills and aptitudes for placement purpose. SISTec has shown significant improvement in the skill development of the students.
13. **E-Services:** SISTec promotes the e-services in many fields, developed our own ERP system for best monitoring and transparency in attendance, marks and other academic activities of students.
14. **HR Policies:** Many good policies in our HR System as Bereavement Leave Policy, semester wise incentives for best performance etc. to encourage and motivate the staff.
15. **Grants Received:** SISTec has received decent amount of grants from various bodies for conducting projects and programs.
16. **SISTecTEL:** Faculties have prepared effective contents on important topics in the form of video lectures, ppts etc. which are available online <http://sistecgn.ac.in/Library.aspx>.
17. **Consultancy Projects:** Students are working on live projects under the mentorship of faculties and

industry people. This gives them real time industry exposure for making them industry ready.

18. **Guest Talk/Seminars:** Increase in number of guest talk and seminar for enhancing the knowledge of students and making them aware about the latest industry trends.

19. **Interdisciplinary Projects:** Students are involved in various interdisciplinary projects like IoT based projects, Mechatronics, Robotics etc.

20. **Participation in National Level Technical Competition:** Students got recognition in various technical competition like SIH, World Autoforum, Code-vita etc.

21. **Outreach Activities:** Participation of students have been increased through NCC and NGOs.

File Description	Document
Any additional information	View Document



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: 27

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

2018-19	2017-18	2016-17	2015-16	2014-15
08	09	05	3	02

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:

Sagar Institute of Science and Technology is situated in an open area surrounded by scenic beauty. Following are the measures taken at SISTec to ensure facilities to show gender sensitization: -

Measures for safety and security: -

- SISTec has a well-established **Women Grievance Redressal Committee** headed by a women chairperson. 50% of the members of the committee are females. Committee consists of a chairperson, secretary, teacher representative, non-teaching staff representatives, student representatives and persons with known contribution to women related issues. This committee regularly calls for a meeting and meets the members and discusses issues faced by student and aim at solving the problems faced by students.

The **Women Grievance Redressal Committee** works in the under mentioned guidelines

- **Admission Committee:** It monitors and controls discrimination against female students during admission process. They are engaged in counselling and guiding them and their parents. SC/ST

female students are given guidelines regarding academic, administrative and social anxieties.

- **Anti-ragging committee:** It prohibits/prevents and eliminates ragging in spoken or written act, teasing, treating with rudeness, indiscipline activities and embarrassment to students. Victimized female students' cases are referred to internal complaints committee if any.
 - **Discipline Committee:** It enforces discipline, nurture ethos, instil good character and conduct, professional and social values among students in gender sensitive issues.
 - **Internal Complaint Committee:** The committee is framed to play a critical role in prohibition, prevention and redress sexual persecution cases of female students and faculty members in the college. It vigils against misconduct, malpractice, ragging, indiscipline, sexual harassment, assessment, victimization, bias, exploitation and security. The college arranges transportation facility to students and staff.
- SISTec is a campus which provides an environment free of ragging, harassment or any type of misconduct. Regular lectures on women security, sexual harassment, hygiene and safety are imparted to students for their safety and security.
 - College has about 30 buses fully owned which are GPS enabled and equipped with camera facility. These buses ply around all corners of the Bhopal, and far off places like Mandideep, Vidisha, Ahmadpur, Sehore, Kurawar which ensure the pick and drop facility for girl student to the closest point of their residence. The organization has a permanent staff to take care of the transportation.
 - College has a separate hostel for girls inside the college premises under the supervision of a full time female warden. Hostels are provided with all the required facility for the girls. College also ensures the time limit for girls to go out of the campus for their necessary work. Parents of girls are required to seek permission if girls want to go to their local guardians or to hometown.
 - 24×7 transport facility is available in campus, in case of any emergency (medical or any other type)
 - Campus is sufficiently lit. Proper lighting arrangements are done in the areas like parking, laboratories, girls & boys hostel, and garden areas and at areas of less access to people.
 - Proper sanitation facility is available inside the campus. Separate washrooms for girls and female staff members are provided both in hostel as well as college premises; the college has a spacious and comfortable common room with washroom, facility for recreation, study and discussion during their leisure time. They can relax, socialize and interact with one another. The room is equipped with newspapers, comfortable sitting space and a bed to rest.
 - Campus also has staff quarters and its mandatory for a required percent of staff to avail the facility aiming at the well being of students. Many of senior faculty members of the college and the Administrator live in the campus who are always available for the students.
 - Complaints (if any) related to any type of medical reason, harassments are taken care at priority level.
 - Campus ensures strict security in its premises. Security guards are on duty 24 *7. Patrolling squad of the campus keeps vigilance in and around the campus. No entry without the entry at college gate is allowed.
 - Suggestion boxes are put in each building of the campus. Students and staff can place their suggestions and complaints without revealing their identity.
 - College hostels are Wi-Fi enabled which enables students to access internet in house at any point of time.
 - Counseling of the students is done by the faculty members who are also playing the roles of guardians to the students in campus. Session on counseling are organized on regular basis by expert counselors. The TG and faculty monitor counsel students in individual level or in a group to deal with their social concerns. All faculty members take care of welfare of students for their holistic

development. Every TG is assigned with a group of 15-20 students, who conducts periodic meetings to analyze their grievances and address them. Students have the liberty to discuss any issue they face for help with the TG.

- Women day is celebrated to make an environment that has ample of air and space to women to work and execute.
- Program from active members of societies working in areas of women safety are arranged, also portraying the video clips relevant to the topics.
- Sagarika an event organized exclusively for the female students to encourage their participation in institute's events and showcase their achievements on a common platform.
- The institute has a well designed and equipped Girls Common Room (GCR) for the females to retire in any case of medical emergency or otherwise. Proper hygienic conditions are maintained in GCR.

7.1.3 Alternate Energy initiatives such as:

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

Response: 0

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

7.1.3.2 Total annual power requirement (in KWH)

Response: 859700

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 37.58

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

Response: 60312.6

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 160483.2

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

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Waste of any type is a sin to the society and Nation. It not only leads to polluting land, water and air but also to human Civilization. Waste leads to contributing the landfills and toxins harming the soil and atmosphere of earth.

- Keeping in mind college segregate waste into biodegradable and non-biodegradable waste.
- Avoid using of harmful elements for the environment, having made the policy to reduce, recycle and reuse.
- To cater to solid waste management students are motivated to design projects meeting the waste needs. Under this, one project was designed to meet this need by a student named Mohammad Faiz Khan and also was awarded as the best model in the competition. This project mainly focused on the solid waste especially domestic waste.
- Our college has an in-house hostel with a capacity of 300 students with mess facility. The pantry waste and the leftover food from the mess is used to prepare compost. This is in turn used as manure for the plants in the campus.
- Our campus is lush green with plantation of plants to protect the environment, the dead plant waste and the fallen leaves are used for preparation of compost, this compost is used as organic fertilizer for plantation in campus.
- To meet waste management the college also sells the scrap and waste material for recycle and reuse of the product.
- Materials that can be used to design new projects are preserved for future so as to enable the students of mechanical department and civil department to create a new model using that material.
- The campus is plastic free zone to prevent the use of plastic as an environment pollutant.

We also know that water is a resource which cannot be recycled by human and this resource is depleting at very faster rate especially underground water. We are continuously wasting this sacred natural resource.

- To deal with this type wastage, College is designed in such a way that the wasted water for tap directly enters the garden area directly and indirectly watering the plants.
- Our campus footpaths and pathways are made up of paver blocks to ensure maximum underground water recharge during monsoon.
- Nano sprinkles are used for irrigation to prevent any under flooding of water.

To deal with the e-waste first we focus on recycling and segregation by assembly of materials that can be reused in some way or the other.

- Components of PC's are detached from the systems that are worn out are reused to assemble a new by-product.
- Materials that cannot be reused are sent to the scrap dealer.
- The cartridge of printers' is filled outside the campus.

- UPS batteries are recharged, repaired or exchanged by the suppliers.
- Waste elements and reusable components are used by students to design their new projects.
- Waste bottles of chemistry lab are properly labelled for disposal.
- Vermiculture technique is used to develop an convert the waste to manure using earthworms. The organic farming is in turn encouraged to help and convey the message of being eco friendly.
- Drinking water testing is made to the done by authorised testing agencies to confirm the absence of any pollutants in the water supply thus preventing their hazardous effects. Latest water treatment facility confirms the purity of drinking water.
- E-waste is filed and stored in a separate room and regularly discarded.
- Adequate spacing between the sewage and drinking water supply is ensured to prevent any admix.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting is an environment friendly approach known as Green Practice which keeps both groundwater and water table undisturbed. College encourages such green practice in Community Development Program, such as NSS and NCC which brings people together for green and innovate approaches to fulfil the local need of water in the surrounding areas. Rainwater water is stored and used for gardening/watering the plants and watering under construction work. This has resulted in reduction of soil erosion in campus and increased the level of water table. It has reduced water tanker requirement during peak summer season.

The institute is working continuously on this project with following objective:

Installations of tanks in hostel and in villages to collect roof top rainwater, and installation of tank in open site for ground water around bore wells. Working and guiding the farmers technically to construct artificial ponds in the farms. The final year students of Civil engineering department are working on this current project.

Rain water harvesting techniques is worked upon to achieve the advantages like reducing the flooding and water logging, reduces the load in ground water level and strengthening it, improves the maintenance of vegetation.

The roof tops of the multiple building of the campus are looked upon as a extremely viable source of directing the rain water downstream to contribute to the water content.

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:

It can include description of names and types of tree plantation within campus with their botanical names.

Our college is motivated to reduce carbon footprint.

- The peak location off campus makes it quite feasible for public transport.
- College has its own transport facility which is availed by the most of the staff members and almost all students. Buses of the college campus are fully GPS enabled following all the government norms. Practice of car-pooling is well adopted by the staff members of college.
- Campus is provided by pedestrian friendly roads, pathways and foot parts/ sideways all made of paver blocks to enrich underground water level. Roads are properly marked with speed-breakers.

Students are motivated to design projects to support eco-friendly culture in college. Under this initiative project designed by our students won many prizes.

- Eco-friendly bicycle project designed by the students is one such example. This project was designed by the EX branch students.
- Project of the SISTec students was selected to be discussed at the discussion forum under smart India hackathon by Prime Minister Mr.Narendra Modi at Chitkara University.
- Understanding the hazards of usage of plastic our campus is a plastic free zone, no plastic material is entertained within the campus.
- Our institute supports paperless culture within campus, ‘We are on ERP, Google sheets.’ We use ERP as a tool to display attendance, marks scored by student in the assignments, MST, fee structure. The entire student details can be viewed at a click. Faculty details are also mentioned on it. This way it helps to maintain transparency in the system and minimise the use of paper for all these works. We use Google sheets for filling of various formats simultaneously by various departments. We have corporate account from Google which enables us to share info by a mail to all staff members. We are on social media and use this for posting and circulation of Information news and happenings related to all the activities conducted at college.
- Plantation day is organised in the college where in the students and staff are required to plant trees and take care of them. This is clearly visible in our lush green campus. It also adds scenic beauty to the college. We have infrastructure to support greenery like properly ventilated classrooms and corridors.
- Activities like Nukkad Natak, NCC rally etc. are part of college curriculum. To mention a few, SISTec is a part of organising team for the activities like river rally, road safety rally, plantation activity, Swachh Bharat activity, Run Bhopal Run, Padhe Bhopal, Beti Bachao Beti Padhao, Say no to Plastic etc.

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

Response: 0.18

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)

2018-19	2017-18	2016-17	2015-16	2014-15
0.481	0.552	0.632	0.783	0.881

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)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 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: 23

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

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	6	3	4

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: 7

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	1	1	1

File Description	Document
Report of the event	View Document
Any additional information	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
Any additional information	View 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

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:** 42

7.1.17.1 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 year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	8	8	7	7

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

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

Response:

SISTec organizes national festivals like Independence Day, Republic day, Labours day and birth anniversaries of personalities like Dr. Sarvepalli Radhakrishnan as teachers day, Sir M Visvesvaraya as Engineers day, Swami Vivekananda as Youth day, Dr. Babasaheb Ambedkar, Mahatma Gandhi, World Yoga day, etc.

All these national festivals are celebrated with enthusiasm and with at most sincere participation of the students, as today's youth is on a mission towards better India, breaking all the boundaries of religion and caste.

SISTec celebrates Independence Day and Republic day with pride. The entire ambience is enlightened on the tune of national integration. The staff and students perform skits, speeches, dancing and singing on patriotic themes. Swaccha Bharat Abhiyaan in the also observed in the college campus, by the staff and students of the college. NSS volunteers, hostel students and NCC students participate in the campaign to keep India clean.

Independence day and Republic day are celebrated every year to salute the glory of our nation and contribute to the national integrity. The leaders of the institute deliver their views in favour of national interest followed by students chapter as the active participants.

International Yoga Day is celebrated to strengthen the physical and spiritual health of all. An active yoga session under supervision of yoga instructors from Isha foundation builds up the core strength and motivates the participants to secure better health.

Similarly institute celebrate all the national festivals and birth/death anniversaries of the great Indian personalities, two minutes silence is offered to commemorate the scarifies of martyrs.

National Festival and Birth Anniversary celebration for the year 2014/15 to 2018/19

January 12 Swami Vivekananda Birth Anniversary Youth Day

January 23 Netaji Subhash Chandra Bose Birth Anniversary

January 26 Republic Day

February 3 National “Suryanamskar” Day

February 26 International Maths Day

February 28 National Science Day

March 8 International Women’s Day

April 14 Dr .Babasaheb Ambedkar Birth Anniversary

June 21 International Yoga Day

August 15 Independence Day

September 5 Dr.Sarvepalli RadhaKrishnan Birth Anniversary

September 14 Hindi Day

September 15 Sir M Visvesvaraya Birth Anniversary

October 2 Mahatma Gandhi Birth Anniversary

October 15 Dr. APJ Abdul Kalam Birth Anniversary

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

Response:

Appropriate methods are entirely followed according to AICTE,RGPV and other Govt. standards. The annual academic report is prepared in advance, communicated and shown to the student by the faculties. The details of different exercises are routinely discussed with the concerned committes and minutes are recorded.

Transparency in academic functions:

Admission is an online process which is on the basis of merit of JEE, college level counselling and also in accordance to the government reservation policies. All the relevant details are explained in the college prospectus and also on the website. The entire academic plan is clearly explained to the new enterants in an orientation programme.

SISTec strictly adheres to the academic calendar that details the various activities in advance. Important

notices regarding college are regularly posted in the college website to ensure complete transparency in all its functioning.

SISTec follows a formal procedure to develop curriculum and assess its program to ensure the dynamism required to keep pace with the changing educational system. Feedback is collected from the stakeholders (alumni and industry professionals).

The internal assessment policy comprising various components are displayed on the notice boards. The department maintains the complete transparency in the evaluation of MST answer sheet by showing it to the students to monitor their progress, performance and fairness in the evaluation. There is provision for re-evaluation, remedial examinations and grievance redressal system through examination cell.

Information to stakeholders:

All responsibilities are communicated to the teachers in regular meeting. The tutor guardians (mentor) familiarize activities to stakeholders through time to time meeting. Minutes of meetings of various committees are available for all. Regular announcement regarding upcoming events and instructions

Transparency in Financial Functioning:

Transparency and openness are ensured by conducting proceedings by Governing Council and finance committee in planning, monitoring and controlling allocation of funds and its optimum utilization. SISTec has quarterly internal and external audit system by Chartered Accountants and submit quarterly audit report and necessary compliances. All its purchases are made in a transparent manner, its fee collections and staff and vendor payments are through cheque or online mode.

Vacancy positions for various posts in the organisation are widely publicized through newspaper media and website from time to time.

Transparency in Administrative and auxiliary functions:

The college maintains well defined transparency in all documents in administration and auxiliary functions. Periodic review meeting at various levels is conducted to ensure transparency, accountability and corrective measures. The academic audit is undertaken by IQAC with assistance of various committee members to improve quality of teaching learning process. It assures quality education, develop good learning environment, formulate teaching learning methodologies, career oriented activities and to familiarize teachers about their roles and responsibilities, etc.

7.2 Best Practices

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

Response:

Best Practice I

1. Title of the Practice: Vision Approach & Reach beyond the curriculum.

2. Objectives of the Practice:

- To meet the forecast of the Industry requirements.
- Every student shall be equipped with tools to excel in all technical and professional strata.
- To synergize the technical expertise with compound skills for better results.
- To ignite and beat the threshold for being the entrepreneurs.
- To make students learn and unfold of aspects important for being a better professional.
- Each department targets relevant topics like HMI modules, 5 Horse Power Diesel Engine, STAAD Pro, Python, Practical Financial Management, Internet of Things etc.
- Involvement of students in Research based consultancy projects.
- To develop students in technologies by means of research/ development.
- To develop student's team work skill so that they can work as an individual as a member or leader in diverse team.

3. The Context:

Module based teaching is done, other than the regular curriculum, where the specific modules are designed to propel the technical acumen of the students. Subject experts, in dialogue with industry professional, design and improvise the contents of modules. The contribution of Training and Placement Cell is not limited to the final or pre-final year students, but they inculcate the requisites in the form of Kaizen. Sagar Manthan, an exclusive venture of Training and Placement Cell emphasizes in carving the students of Pre-final and final year to best suit the campus drive. Campus recruitment training is provided by Training and Placement Cell where technical and soft skills of students like communication skill, programming language etc. are enhanced. GATE classes are planned and conducted for higher semester students. To teach subjects other than RGPV curriculum, all the departments offer semester break training.

4. The Practice:

Extensive support is extended from the end of management to engineer the modules and investment driven best possible structure to the content is finalized. Training and Placement activities are not only the emerge of ideas in a confined room, but after the immense support and budget allocation by the management. The Training and Placement Cell interacts with industry experts across the country. Investment are done on the procurement of desired technical keys for better delivery of the content. 'Nirmaan' a National working model competition gathers very encouraging support in terms of financier resources from management. The training outcomes are assessed by means of test or quiz. Live projects are counted to be the most apt application of training and are duly emphasized. The content of modules are thoroughly devised to meet the requirement of topics of concern. Value added courses are also designed to develop the problem solving attitude. Skill development program's are planned and executed to enhance the practical knowledge and also to increase the job prospects. Focus is made for the development of "in house projects". Students are encouraged to work on consultancy projects along with their mentors. The Institute has a well established mentoring system which provides individual attention to all the students in academics and other activities. Emphasis is given to enhance technical skill and employability skills of our students. Students are encouraged to undertake internships which also create opportunities for job. Workshops, Guest Lectures, Industrial Visits, Short Term training programs etc. are planned and organized for augmenting the proficiency of students in the field of special technique and modern construction practices. We have practice to collect feedback from constituents (Alumini & Industry professionals) in

order to identify career objectives appropriate for an engineer.

5. Evidence of Success:

The students have made a mark of success in nationwide events like Nirmaan. The overwhelming response of Nirmaan each year with a remarkable increase in participation from nationwide teams is apparent. The symbiotic function of module & Training and Placement contents have remarkably boosted the placements with an average annual increment of sixteen percent. Students succeeded to bag prize in nationwide competitions at IIT Mumbai, World auto forum, etc. Few more achievements are summarized as below:

- Four teams were selected in Smart India Hakathon (National Level event).
- Projects were also selected for Charta Vishwakarma Award 2019.
- Success of students in state level competition like ROBO Race, SRIJAN, MSDE quiz Competition, etc..
- Conduction and success of National level competition like NIRMAAN.
- Participation in international level competition like Technician 2019.
- Won 1st prize in model competition “Aakas” in Annual Fest 2015 & 2016.
- Our students are proud recipient of prestigious Chancellor Scholarship Award.
- Many students are working as an entrepreneur or have started the new Start-UPs.
- Erection and commissioning of Solar Power Plant.

Conducting training modules year by year and providing favourable eco-systems, students came out with flying colors by participating and winning in various national level competitions such as in research paper presentation, working model competition and have made a mark of success in the nationwide events in IIT's and other esteemed organizations.

6. Problems Encountered & Resources Required:

Despite the liberal attitude of budget allocation to augment the activities, funds are always not easy to sustain, when the other infrastructural and mandatory requirements are also seriously taken care of. The problem has always been successfully encountered by arranging the means from other available sources by the management. Time constraints are encountered by stretching the timetable to accommodate the activities. Few obstacles are listed below:

- Requirement of Real time data and high end systems.
- Intensive training on latest technologies.
- The successful implementation of planned activities for practical exposure to students is major problem because of the unavailability of Industrial experts. But by proper association with the Industrial organization this may be solved.

Despite the complete technical support in all respects to the students, participation at other places than Bhopal is a major concern as it includes the financial aspects. Motivation and counseling by the mentors, senior faculties and HOD is done as and when required to make them to participate and get the exposure of the culture of the esteem organizations of India.

Best Practice –II

1. Title of the Practice: Community benefit through the use of IT platform and network for promotion of

student centric and technical facilitatory information for community participation and development.

2. Objectives of the Practice: The practice is carried with the following objectives into consideration:-

- To provide information about new research programs, changes to policies, events, job vacancies, alumni engagement and institutional news.
- To enable unprecedented levels of social interaction and digital community building across boundaries of time and place.
- To spread community awareness about the advancements and practices in engineering and management as a common goal on a massive level, reaching to a broader audience, even at national and international levels.
- To ignite the zeal amongst the staff and students to participate in technical, techno-cultural and cultural events by witnessing the online description of the events.
- To extend the reach to the community and allow interactions in the form of suggestions, comments, etc. building up to digital community free from all biases with civic participation.
- To encourage start-ups and innovation ideas being propagated to community for their utmost benefit.
- To make the use of IT platform as a tool to bridge any gap of information transfer for student and community benefit.
- Using IT platform to create a trust and enhanced understanding within the community as all practices are verifiable and available for use to the general public.
- To facilitate social interaction and reach to the community of like-minded or like-situated people.
- To increase technical literacy among the masses and facilitate online education to build and source the skills for the future.

3. The Context: The rapid growth in the field of Information Technology (IT) offers a prime platform to showcase and exchange the information with groups of people who share common interests, feelings or ideas, or pursue similar goals over the Internet or over any collaborative network for mutual benefit. Through such IT platforms, anyone online is empowered by an unrestricted flow of information to add to their knowledge bank. The online platform provides a unique stage for interaction amongst students and teachers and amongst the students themselves. The digital platform enables institute to communicate, access information, and to provide information to the concerned users effectively and efficiently. As a technical institute and feeling the responsibility towards upliftment of community as a core function, an effective IT platform is developed to impart global exposure to the students and their activities and invite all segments of community to participate in nation building. It also serves a purpose in education building (transforming students as informed critical thinkers, making possible the new frontier of e-learning and m-learning pedagogy).

4. The Practice:

- Social Media Coordinators are the active IT members who plan and execute all the student activities and reciprocate to the community expectations.
- SISTec Blog is a digital platform to impart knowledge through articles written by faculty members reaching a bigger audience and help close the skills gap by supporting teaching and self-education, accommodating a wide variety of scholarly and non-scholarly writings.
- All the IT platforms like LinkedIn, Facebook, Twitter, Tumblr, Instagram, Google My Business and WhatsApp are actively explored to navigate and impart technical and social information.
- Business Account Manager is used to pace up the information exchange.

- The society gets aware of each event well before the commencement. Real time information is also flooded and post event news and acknowledgements are also shared for community benefits.
- Visual content related to practices of institute are available for the users to have an insight about the pedagogy.
- Use of IT platforms help in connecting with like-minded individuals within the community and the institute executed events to discover various innovations that help them enhance their own lives.
- All advertisements displayed are strictly designed and formatted as per the policies and guidelines, imparting a message of utmost importance abiding by law to the community.
- Facebook events helped foster various noble causes like social welfare activities and social outreach programs wherein public involvement was seen in huge numbers creating awareness for the cause.
- Use of IT platforms help to build various technical and non-technical clubs within the institute to inculcate the habit of students participating in co-curricular activities.
- The institute harmoniously shares the details of various events and happenings with interested parties through digital platform.
- The use of online platforms also serves as an important tool for recruitment purposes.

5. Evidence of Success:

- It helped fostering creativity and responsibility amongst students.
- With proper planning and sharing the details with interested parties through digital medium the institute was able to execute events of national and international level within the premises flawlessly.
- The recruiters easily identify and locate the institute due to the premier online presence.
- YouTube videos of student projects enabled users to understand the intricacies of technical education.
- Various media groups show priority to the institute as a preferred venue for the cause of community awareness and benefit campaigns.
- The online presence impacts on overall benefit to the professionalism and integrity of the institute.
- The use of digital platforms has also demonstrated increased teacher-student and student-student interaction.
- The use of online technologies has helped enhance learning techniques, increase student participation and improved information sharing.

6. Problems Encountered & Resources Required:

- The design and implementation of creatives is a very tedious and time consuming job. The relentless efforts of graphics team make it a possible.
- The requirement of funds for all the community and student benefit is always a concern which is truly sorted by the selfless efforts of the management.

File Description	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:

SISTec has lush green campus full of greenery and natural beauty. All efforts have been made to make the campus environment friendly and self sustainable in character. The campus has an exclusive place as Amphitheater where the students perform various socio-cultural activities and thus it promotes learning from the environment. SISTec is a perfect destination to enjoy the panorama of theatre with beautiful breeze from all around. The open amphitheatre facilitates the enjoyment of the activities in open and natural environment. The students enjoy watching cricket matches on big screen projector and the open panoramic amphitheatre gives the feeling of stadium making the visuals real and exciting.

The panoramic green campus of the institution is figured to captivate the feelings of the visitors. SISTec campus is a perfect prototype of developing the physical infrastructure with the facts nurturing the ecosystem. The campus transmits the vibes of being near the nature and helps healing the mind, body and soul.

Extreme vigilance is practiced to maintain and develop the eco-friendly character of the campus. The complete campus is declared forbidden for any type of malpractice, drug abuse, tobacco and alcohol. This further adds to the potency of thoughts and conduct of all the entities, thus preventing any damage to the ecosystem.

The institute has exclusive parking zone outside the campus for the college buses and visitors. Hence, it leads to the safety of the students inside the campus. None of the students are allowed to enter the campus without helmets or seat belts to promote general traffic awareness/discipline.

The institution has unique daily morning assembly culture where the students, faculty and staff members compulsorily join for the prayer followed by the “thought of the day” and “National Anthem”, which certainly instills the positive vibes within the campus. The “Thought of the Day” instills positive feeling and the chanting of “National Anthem” promotes the feeling of patriotism and nationalism amongst participants.

Immediately after the morning assembly, a round table HoD’s meeting is held, whereby important day long activities are discussed and the decisions are taken.

The campus has adopted various water conservation techniques like rain water harvesting, ground water recharge etc through rigorous planting activities. The college has battery operated “No Pollution” vehicle for intra-campus movement of people.

The institution has separate hostel for boys and girls with mess facility. Not only the students, but the staff members of SISTec can also opt the in- campus residence and enjoy all the maintenance and facilities. The institution has provided “No Rent” family accommodations to staff and faculty members thereby making the campus more secured and lively.

The combined residence of the faculty members and students helps to develop better connect and healthy student-teacher relationship.

The institution organizes sports meet for the faculty and staff members. This two days event is the unique feature of the SISTec, which helps to develop the team spirit amongst personnel.

The maintenance of good health of the staff/ faculty members and students always remains the priority for the institution, which begins with providing proper ambiance and good working culture for the employees. The maintenance of hygiene is the foremost objective the college admin department. The campus has a small place for the students and faculty/ staff members to enjoy the greenery with the healthy juices and natural eatables at reasonable price. Arogya Kendra is a centre at SISTec that provides all food of good health like sprouts, fruit juice etc. At a very economical price, anyone in the campus can avail the food of good nutrition and quality. It enhances the habit of healthy eating amongst the students and staff/faculty members.

It is said that a health mind is only possible in healthy body. On the same philosophy, the institution has been striving to give equal importance to physical activities. Physical activities certainly are of immense importance to keep the machinery of human body going. Thus physical activity resources are provided in ample to allow the students and staff to challenge their muscles and build these strong. Basketball, cricket, football and equipped gymnasium allow each and every person to exercise all the nerves of their body.

Also, another striking feature of the SISTec campus, is the well maintained swimming pool, available for all. Here, the students can swim and relax their mind and body after day long studies.

“Cleanliness” is the slogan of India and SISTec is an active participant to the vision of “Swachh Bharat”. Exclusively deputed supporting staff takes good care of cleanliness both inside and outside the building. Proper and regular maintenance of the physical infrastructure prevents all weather damages, seepages, cracks etc.

The Hostel Mess of capacity around 500 students at a time, helps to deliver quality and nutritious food to the students and staff. Also, any of the staff/ faculty members who want to avail mess facility can avail the same at a very nominal price.

The hostel mess is a place to dine and relish the cuisine, the taste and the hygiene. The mess is in the complete administrative custody of SISTec to ensure the quality of food and services.

All the raw items and their groceries are purchased under the strict surveillance and guidance of SISTec administration. No compromise with the quality of the purchase is entertained. Also, the higher authorities make random inspections to ensure the discipline, hygiene and quality of food in the mess.

The Institution is under CCTV surveillance with security guards on duty at each entrance making the campus safe and secured.

To conclude, the institution pays prime importance to the discipline, safety, hygiene, health, cleanliness and greenery in the campus. The Institution is determined to extent all possible means and measures for the betterment of the students and staff/ faculty members. The institute always welcomes the suggestions from various stakeholders to take all necessary measures for the maintenance of excellent teaching-learning environment.

File Description	Document
Link for Additional Information	View Document

NAAC

5. CONCLUSION

Additional Information :

Sagar Institute of Science and Technology imparts quality education with innovative pedagogy in synergy with industrial inputs to nurture all Engineering graduates with the ambition to reach the goal with distinctive methodology “Vidya Dadati Vinayam”. The Curricular aspect is considered to be the core assignment in describing the Teaching-Learning process and attaining outcome education programme. The distinctive ‘Guru-Shishya’ methodology, we have willingly owned, nurtures students in a way to create in them an ambition for excellence. We have Tutor Gurdian system similar to mentor mentee system.

SISTec has rich human resource in the form of learned, experienced and wise professionals who creates a real world ambience which brings engineering education to completeness.

Concluding Remarks :

SISTec makes every effort to impart quality technical education among the students with innovative pedagogy other than curriculum like Module training, Campus related Training, Placement Oriented Training. In this regards, SISTec has also signed MoU’s with the various other agencies. SISTecTEL provides an E-learning platform for the student in their curriculum enrichment. The State-of-the-art Infrastructure and Laboratories are established to cater the requirements with the aim of fulfilling the dreams of Students and Nation at large. In the persue of excellent training methodologies and practical learning, SISTec aims to empower students and faculties and encouraging research at SISTec.

SISTec has well defined internal mechanism to satisfy all their stakeholders to maximum extent and follows the Indian traditional values. The institute has tagline "BUILDING NATION" and all efforts are concentrated to fulfil the same

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>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</p> <p>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</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>11</td> <td>6</td> <td>5</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	13	11	6	5	10	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
13	11	6	5	10																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years</p> <p>Answer before DVV Verification : 403</p> <p>Answer after DVV Verification: 380</p> <p>Remark : HEI input edited because some number of courses are repeated in same year hence,edited.</p>																				
1.2.3	<p>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</p> <p>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</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1814</td> <td>1804</td> <td>1425</td> <td>1078</td> <td>1019</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1814	1804	1425	1078	1019	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
1814	1804	1425	1078	1019																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
1.3.2	Number of value added courses imparting transferable and life skills offered during the last five years																				

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

Answer before DVV Verification : 130

Answer after DVV Verification: 65

Remark : HEI input edited because same programmes have been repeated in every year hence,edited.

1.3.3 Percentage of students undertaking field projects / internships

1.3.3.1. Number of students undertaking field projects or internships

Answer before DVV Verification : 1181

Answer after DVV Verification: 161

Remark : HEI input edited according to provided information.some internship certificates of students are not in assessment period they are in 2019-2020.hence,not considered here.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
663	752	779	828	749

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
136	161	185	201	196

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
249	223	179	172	120

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
265	233	180	176	122

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors

Answer before DVV Verification : 127

Answer after DVV Verification: 106

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
9	18	14	10	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

3.1.2 Percentage of teachers recognised as research guides at present

3.1.2.1. Number of teachers recognised as research guides

Answer before DVV Verification : 78

Answer after DVV Verification: 0

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:

2018-19	2017-18	2016-17	2015-16	2014-15
8	4	0	2	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	0	2	0

Remark : HEI input edited according to provided information. some number of workshops are not in assessment period. hence, not considered here.

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

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : HEI input edited because HEI does not provide any evidence for incentives.hence,not considered here.

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 : 0 3.3.3.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 2

Answer after DVV Verification: 0

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:

2018-19	2017-18	2016-17	2015-16	2014-15
23	54	69	40	53

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
16	16	03	07	02

Remark : HEI input edited according to provided data.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19	31	10	9	6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
15	15	3	4	5

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	11	12	3	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	0	0

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
13	24	16	09	05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9	24	16	09	05

Remark : HEI input edited according to provided information.some extension activities are beyond the assessment period hence, not considered here.

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:

2018-19	2017-18	2016-17	2015-16	2014-15
102	99	50	5	16

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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:

2018-19	2017-18	2016-17	2015-16	2014-15
9	4	0	1	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5	1	0	1	0

Remark : HEI input edited according to provided information.provided number of some MoU are not in assessment period .they are 2019-2020.hence,not considered here.

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

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)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
369.44	389.46	420.79	335.53	399.31

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : HEI input edited because provided physical facilities and academic support facilities are not matched with provided numbers. hence,not considered here.

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

Answer before DVV Verification : A. 7 or more of the above

Answer After DVV Verification: E. 3 or less of the above

Remark : HEI input edited because there is no any relevent documents provided by HEI.of capability and enhancement schemes.so not considered here.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1092	1202	1424	1271	1198

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : HEI input edited because there is no any relevent documents provided by HEI .the list of students benefited by guidance for competitive exam and career counselling are not provided.hence,not considered.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
300	248	249	369	338

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

0	0	0	0	0
---	---	---	---	---

5.2.1	<p>Average percentage of placement of outgoing students during the last five years</p> <p>5.2.1.1. Number of outgoing students placed year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 416 1046 551"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>215</td> <td>204</td> <td>191</td> <td>153</td> <td>115</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 629 1046 763"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>182</td> <td>153</td> <td>140</td> <td>142</td> <td>110</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	215	204	191	153	115	2018-19	2017-18	2016-17	2015-16	2014-15	182	153	140	142	110
2018-19	2017-18	2016-17	2015-16	2014-15																	
215	204	191	153	115																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
182	153	140	142	110																	
5.3.3	<p>Average number of sports and cultural activities/ competitions organised at the institution level per year</p> <p>5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1043 1046 1178"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>49</td> <td>57</td> <td>47</td> <td>47</td> <td>68</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1256 1046 1391"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>39</td> <td>40</td> <td>47</td> <td>47</td> <td>68</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	49	57	47	47	68	2018-19	2017-18	2016-17	2015-16	2014-15	39	40	47	47	68
2018-19	2017-18	2016-17	2015-16	2014-15																	
49	57	47	47	68																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
39	40	47	47	68																	
6.2.3	<p>Implementation of e-governance in areas of operation</p> <ol style="list-style-type: none"> 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination <p>Answer before DVV Verification : A. All 5 of the above</p> <p>Answer After DVV Verification: A. All 5 of the above</p>																				
6.3.4	<p>Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years</p> <p>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</p>																				

last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
79	63	20	24	9

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
50	45	15	15	8

Remark : HEI input edited because number of teacher attending course certificates are repeated in same assessment period of same teacher hence,edited.

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)

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4.83	3.90	4.90	3.90	3.90

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.41	0.00	1.00	0.00	0.00

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	09	07	04	02

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
08	09	05	3	02

Remark : HEI input edited because some programmes are not of gender equity hence,edited.

7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>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)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0.481</td> <td>0.552</td> <td>0.632</td> <td>0.783</td> <td>0.881</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0.481</td> <td>0.552</td> <td>0.632</td> <td>0.783</td> <td>0.881</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	0.481	0.552	0.632	0.783	0.881	2018-19	2017-18	2016-17	2015-16	2014-15	0.481	0.552	0.632	0.783	0.881
2018-19	2017-18	2016-17	2015-16	2014-15																	
0.481	0.552	0.632	0.783	0.881																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0.481	0.552	0.632	0.783	0.881																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1014 1046 1149"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>5</td> <td>6</td> <td>3</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1227 1046 1361"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Remark : HEI input edited according to provided information.some activities are also mentioned in other metrics also hence, not considered here.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	5	5	6	3	4	2018-19	2017-18	2016-17	2015-16	2014-15	2	2	1	1	1
2018-19	2017-18	2016-17	2015-16	2014-15																	
5	5	6	3	4																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
2	2	1	1	1																	
7.1.17	<p>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</p> <p>7.1.17.1. 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 year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1877 1046 2011"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>8</td> <td>8</td> <td>7</td> <td>7</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	25	8	8	7	7										
2018-19	2017-18	2016-17	2015-16	2014-15																	
25	8	8	7	7																	

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
12	8	8	7	7

Remark : HEI input edited according to provided information.

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 2148 Answer after DVV Verification : 1105																				
2.1	Number of full time teachers year-wise during the last five years Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>154</td> <td>216</td> <td>205</td> <td>192</td> <td>187</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>147</td> <td>199</td> <td>205</td> <td>192</td> <td>187</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	154	216	205	192	187	2018-19	2017-18	2016-17	2015-16	2014-15	147	199	205	192	187
2018-19	2017-18	2016-17	2015-16	2014-15																	
154	216	205	192	187																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
147	199	205	192	187																	