



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SINHGAD INSTITUTE OF TECHNOLOGY AND SCIENCE, NARHE, PUNE
• Name of the Head of the institution	Dr.Shriram D.Markande
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02066831702
• Mobile No:	8308816104
• Registered e-mail	sits@sinhgad.edu
• Alternate e-mail	principal_sits@sinhgad.edu
• Address	Sinhgad Institute of Technology and Science, (SITS) Narhe Technical Campus, 49/1, Opp. Mumbai Bengaluru Westerly Bypass, Narhe, Pune - 411041.
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411041
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	Savitribai Phule Pune University, Pune				
• Name of the IQAC Coordinator	Dr. Kirankumar R.Jagtap				
• Phone No.	02066831761				
• Alternate phone No.	8888823262				
• Mobile	8888823262				
• IQAC e-mail address	iqac_sits@sinhgad.edu				
• Alternate e-mail address	principal_sits@sinhgad.edu				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sinhgad-sits.in/media/529066/aqar_2020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://sinhgad-sits.in/media/529069/1_6.5.1_2021-22_academic%20calendar.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.97	2022	26/10/2022	25/10/2027
6.Date of Establishment of IQAC			26/12/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>* Students and faculties are encouraged to participate in an online professional development program through NPTEL, IIT spoken tutorial and IIRS-ISRO outreach programs. * Participated in NIRF ranking * NAAC accreditation of Institute in cycle 2 of assessment. (Improvement in grade to B++ from B) * For improving academic performance, IQAC committee performed academic audit and gave suggestions. >>Increase in the no of Internships in the industry by the students. >>Improvement in the usage of the Virtual Laboratory.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
<p>*Plan of Action Encouraged to participate in NPTEL * Encouraged to participate IIT spoken tutorial. *Use of Virtual Lab *Motivate students for taking up Internships in industry.</p>	<p>* 310 Nos of students and faculty participations in NPTEL 2397 * No of students and faculty participated *362 students utilized the Virtual laboratory * 565 No of students did internship in industries.</p>	
13.Whether the AQAR was placed before statutory body?	Yes	
<ul style="list-style-type: none"> Name of the statutory body 		

Name	Date of meeting(s)
IQAC	05/06/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	02/12/2022

15. Multidisciplinary / interdisciplinary

- The students from different disciplines are encouraged to take multidisciplinary projects as a part of curriculum and also they are encouraged to participate in various competitions involving circuit and non-circuit disciplines.
- We will follow the guideline of the affiliating university to transform into holistic multidisciplinary institution.
- Courses on Humanities and Sciences are included in the curriculum right from the first year in all undergraduate programs in engineering prescribed by the University and offered by the Institute.
- The areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education are addressed through various Courses like Environment and Sustainability, Human values and Professional Ethics etc.
- Institute runs Choice Based Credit System (CBCS) curriculum affiliated to Savitribai Phule Pune University (SPPU).
- Institute encourages the students to undertake interdisciplinary projects based on the problems of society.
- Institute motivates the students to undertake the multidisciplinary projects. Some of the examples are automatic hand sanitizer, vacuum cleaner robot, crop yield data analytics and prediction etc.

16. Academic bank of credits (ABC):

- As per the guidelines received from affiliating university,

presently students have created ABC accounts and provided details of ABC accounts to university through examination form.

- The affiliating university is in the process of implementation of ABC.
- The Institute has few MOUs with foreign Universities through which students avail internships and faculty pursue their doctoral studies.
- Faculty are encouraged to write textbooks on the subjects of expertise in line with the curriculum. Also they are encouraged to adopt new pedagogical approaches while dealing with the courses. The institute arranged faculty development programs (FDPs) to encourage these practices. The Institute motivated faculty members to participate in FDPs on curriculum implementation organized by the University.
- At present, free and open e-resources for earning credits are introduced to students for various certification courses.

17.Skill development:

- Increasing employability is a real challenge for the engineering institutes. To address this issue, the institute offers various skill development programs as follows.
- Institute offers five modules of student training programs (STP) for skill development as mentioned below:

>> STP-1: Soft Skills

>>STP-2: Pillars of Communication

>>STP-3: Pillars of Technical Skills

>>STP-4: Research Why & How, Literature Review and Technical Writing

>>STP-5: Value Addition Program

- Students are facilitated with various skill development programs such as audit courses, soft skills development, electronic skill development, project management, etc.
- Institute is providing value based education to inculcate positivity among the students and faculty through Universal Human Value (UHV) cell.
- Vocational courses like internship are incorporated in the curriculum which earns credits.

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

Institute supports culture supporting activities as follows.

- Institute encourages students for various social schemes through NSS for helping the local community through organizing different programs.
- Various cultural events dedicated to arts, music, dance are arranged by the Institute. Various days are celebrated such as Shivjayanti, Dr. Babasaheb Ambedkar Jayanti, Teacher's Day, Engineer's Day, Traditional Day etc. to make students aware about our cultural values.

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

- Planned student-centric teaching and learning process i.e. OBE in which the course delivery and assessment to achieve stated outcomes.
- Measured the progress of the students through attainment of Program Outcomes (POs), Program specific Outcomes (PSOs) and Course Outcomes (COs).
-
- Institute offers various opportunities for students to learn such as technical workshops, seminars, guest lectures, student training programs, training and placement assistance,

internship opportunities, industrial visits.

- The internal assessment tools like Project Based Learning assignments, mini project and final year project progress, seminar, unit test, prelim exam, mock exam, oral practical exams, and various curricular and co-curricular programs are used to calculate direct assessment.
- The graduate exit survey, alumni feedback and employer feedback are used to assess indirect attainment of the POs and PSOs.
- Overall attainment of POs & PSOs is calculated with 80% weightage to direct attainment and 20 % weightage to indirect attainment.
- Outcome of these activities results in the overall growth of the students and in becoming good human beings.
- Attainment of programmes is calculated for last six years (2016-17 to 2021-22).
- Monitored student-centric teaching and learning process through HOD and IQAC.

20.Distance education/online education:

- Effective use of online platforms for education along with conventional teaching is the need of the hour.
- Institute motivates students to get certification for Massive Open Online Courses (MOOCs) such as Coursera, NPTEL, Spoken Tutorial, IBM Skills Build, ISRO outreach programs.
- The Institute made it sure through the use of online platforms like Google Classroom, Microsoft Teams, etc. for classroom teaching. The e-learning material in the form of lecture notes, videos, etc. is shared through these platforms.
- For conduction of some practical sessions, facility like Virtual Labs is used.

Extended Profile

1.Programme	
1.1	177
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1988
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	157
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	596
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	104
Number of full time teachers during the year	
File Description	Documents
Data Template	View File

3.2	104
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	32
Total number of Classrooms and Seminar halls	
4.2	272.82
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	605
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute implements the curriculum prescribed by SPPU since it is affiliated to SPPU. Every semester SPPU sends an academic calendar and based on that Institute academic calendar is prepared by IQAC. In line with that department academic calendars are prepared. Before the start of the new semester, subject distribution is done as per subject choices given by faculty members and it is discussed in department faculty meetings. Then the timetable is prepared and subject teachers prepare their teaching plan and course file. The slots are reserved in the timetable for the student training program. Students get ample opportunities to take various certification courses through Spoken Tutorials, IBM Skills Build, NPTEL, and IIRS-ISRO. The students undergo various experiential learning activities like mini projects, projects, internships, industrial visits. Institute has a Teacher Guardian mentoring system for the students through which they develop good rapport with the faculty members and they can share difficulties if any with them. Feedback system is well developed. The outcome of the planning of effective curriculum delivery results in proper execution of

curricular and co-curricular activities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sinhgad-sits.in//media/531770/1.1.1.pdf

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

In line with the university academic calendar, college prepares the academic calendar which provides detailing of the curriculum implementation with date of commencement of the academic session, duration of semester, internal examinations, period of examinations like university practical/oral examinations and final semester examinations etc. The meeting of all the department heads and IQAC coordinator with Principal is conducted to develop strategies for effective implementation of the curriculum and accordingly academic calendar of institute gets prepared. It also includes co-curricular and extra-curricular activities, project and seminar reviews, TG meetings and parents meeting. Academic calendar of the University, Institute and department proves to be guiding force in implementation of all the activities.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

B. Any 3 of the above

affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
5	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
158	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
1642	

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**1642**

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

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

In line with affiliated University syllabus, the institute offers courses in their curriculum which integrate cross cutting issues relevant to Gender, Environment and Sustainability, Human values and Professional Ethics. Mandatory and Humanities courses in the under graduate programs address these cross cutting issues.

- **Professional Ethics:** Institute facilitates the courses such as STP, Business Communication Skills (SE Comp), Business Analytics (BE IT), Engineering Economics and Construction Management (TE Civil), etc.
- **Gender:** Awareness amongst students and faculty about the values of gender equality, and inclusive development is created with the help of various activities. Institute provides equal opportunity for all to participate in administrative, co-curricular and extra-curricular activities. The Institute also deposes faculty for orientation courses. Faculty members are nominated in committees without any discrimination (gender, caste, religion).
- **Human Values:** At the Institute, we have incorporated Universal Human Value courses like UHV-1 from AY 2020-21 and from AY 2021-22, UHV-2 is offered for third semester engineering.
- **Environment and Sustainability:** SPPU syllabus provides various courses such as Environmental Issues and Disaster Management (Audit Course for all branches), Ability Enhancement Compulsory Course (AECC), Environmental Studies-1, and Environmental Studies-2, etc. which contain knowledge about environmental issues and sustainability development.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

29

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1988

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the

A. All of the above

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

510

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

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

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

157

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institute identifies slow and advanced learners at entry level and during the course of studies as well. They are grouped based on parameters like marks obtained in 12th, CET, their background (rural/urban).

Strategies for advanced learners:

1. Toppers in SPPU examinations and winners of curricular and extracurricular activities are felicitated.
2. Encouraged to 104 students to participate in hackathons
3. Issued recommendation letters to 40 students for pursuing higher studies.
4. Inspired 47 students to write technical and 25 students to write nontechnical articles like poems in college magazine, departmental newsletters.

Strategies for slow learners:

1. Slow learners are identified based on performance in SPPU and internal examination. Remedial classes were conducted once in a semester to improve their academic performance.

B. Induction Program, Parent Teacher meetings, TG meetings were conducted for students as well as their parents to assist them to upgrade their academic performance.

C. Weak learners are likely to be spotted because of change in medium of instruction in school to college levels and shyness due to

their rural background.

D. The activity "fire the fear" was conducted to overcome various issues such as inferiority complex, language barriers and introvertedness among the students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1988	104

File Description	Documents
Any additional information	View File

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

The institution ensures student centric methods both inside and outside the classroom.

- **Experiential Learning:**

1. Students are learning through the seminars, mini projects, and projects as a part of curriculum.

2. Students are encouraged to take internship training or on the job training.

to provide exposure to industrial work culture as well as a part of curriculum.

3. Students are encouraged to have online certifications offered by online platforms like SWAYAM/NPTEL, Spoken Tutorial of IITB.

4. Institute invites experts from industry, academicians, and alumni across the world to share their knowledge and experiences.

5. Students are inspired to write technical papers.

6. Few laboratory sessions are engaged by means of Virtual Laboratories.

- Participative Learning:

1. Students learn through group activities in various workshops and seminars.

2. Students participate in groups to solve different problems through mini projects and projects.

3. Students are encouraged to learn through discussions with peers.

- Problem Solving:

1. To develop problem solving ability, Project Based Learning has been included in the curriculum.

2. Students are learning through the mini projects and projects as a part of curriculum.

3. Students are motivated to participate in Hackathons.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The Institute follows ICT enabled teaching learning methods in addition to the traditional classroom education. Consequent efforts are taken by the organization to provide ICT-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, free online sources, to make learning more interesting for the students. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process.

2. Classrooms/Laboratories are equipped with LCD projectors, computers and internet connectivity to promote independent learning.

3. Laboratory manuals are mailed to students well in advance at the start of semester.

4. Students are encouraged to use Overleaf, a collaborative cloud-based LaTeX editor for project report writing.

5. Teachers used Platforms such as Google Classroom and Microsoft Teams to create virtual classrooms in first half of academic year.

6. Virtual laboratories and free online tools such as Compilers are used for conducting laboratory sessions.

7. Teachers use social media platforms like WhatsApp to connect with the students individually and collectively beyond the classroom for giving extra information and support to students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

104

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

104

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

9

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

556

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

he institute used following approaches for internal assessment:

Internal Assessment Tools

Mode

Frequency

Unit Test

- To assess performance of the students, and progress on a regular basis, the department conducted unit test. Test was for 30 marks based on two units.
- In offline mode tests were conducted on descriptive theory questions.
- In online mode, multiple-choice based tests are conducted.

Once in semester

Theory Assignments

- After completion of each unit to evaluate the understanding of a unit of the course, students solved the assignments.

Six assignments on 6 Units

Continuous Assessment

- The subject teacher evaluated students' understanding on each assignment during laboratory assessment.

Once in a week

Preliminary Examination

- This examination was conducted by the department to assess overall progress in the course
- It was for 70 marks based on the last four units.

- In offline mode, this examination was conducted on descriptive theory questions.
- In online mode, multiple-choice based examination was conducted.

Once in semester

Mock Exam

- The teacher conducted mock pr/or exam to prepare students for university practical/oral examination.

Once in semester

Term Work(TW)

- At the end of semester, TW of individual student was calculated.

Once in semester

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Institute to deal with internal examination related grievances adopts transparent and efficient mechanism in the following ways-

1. The department appointed an internal examination coordinator who planned and executed all exams in line with the academic calendar of department and institute.
2. Notifications and schedules were displayed prominently on the college notice boards or shared on WhatsApp group to communicate information related to internal examination to students.

3. Performance of the students in unit test, prelim examination, mock oral/practical exam or seminar and project reviews was displayed on notice board or shared on WhatsApp group.
4. After evaluation of the unit test and prelim examination, answer sheets were distributed to the students in the class for queries if any. They may raise their grievances orally regarding the marks awarded to them with the concerned faculty.
5. In rare cases if discrepancies are noticed in the marks awarded to students by teachers then corrective actions are taken. These corrective actions are normally re-evaluation, re-checking of answer sheets.
6. All over the institute 25 such grievances were addressed and resolved.

(Computer-5,IT-4,E&TC-6,Mech-3,Civil-4,Engineering Sciences-3)

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Describe Course Outcomes (COs) for all courses and mechanism of communication within a minimum of 200 characters and maximum of 200 words

Yes, the Institute has well defined programme and course outcomes for each programme.

Teachers contribute in the process of framing of programme and course outcomes by following ways:

- Faculty from the various institutes discuss and develop POs and COs in each programme of courses during curriculum design workshops. These POs & COs along with curriculum are approved in the SPPU Board of Studies meeting.

- The curriculum along with POs & COs are then approved in the SPPU Academic Council.
- After approval from the SPPU Academic Council, the curriculum consisting of POs & COs is published on SPPU website.
- The course file of every teacher includes POs and COs.

Students are made aware about the stated programme and course outcomes by following ways:

- All the POs and COs are explained to students during the Orientation Day organized on the opening day of each academic semester.
- Students are made aware about all course objectives and COs during the first session of respective courses by the concerned faculty.
- POs and COs are displayed at prominent locations.

Communication:

- POs and COs are published on the college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The institute has a mechanism for assessing the attainment of programme.

Direct attainments of course outcomes are calculated using internal and external assessment tools. Term work evaluation of laboratory work is used as internal assessment tool. The institute has a

strategy for term work evaluation through internal assessment. The SPPU Theory and oral/practical examination are used as external assessment tools.

The CO-PO and CO-PSO matrices are designed by mapping COs with POs and PSOs. The correlation level for the attainment of POs & PSOs w.r.t. COs of individual subject is set as follows-

1. 1 - low
2. 2 - moderate
3. 3 - high

The feedback from various stakeholders is considered for indirect attainment.

Overall PO attainment is assessed based on direct assessment of CO's and indirect assessment of POs and PSOs as explained below-

Direct Assessment Methodologies

To calculate direct assessment a threshold level is set for internal and external assessment by the respective programme. Both assessments carry 30% and 70% weightage respectively.

Course outcome attainment levels are calculated as below-

If percentage of students score is-

1. in the range of 40-60%, then attainment level is 1.
2. in the range of 61-80 %, then attainment level is 2.
3. above 80%, then attainment level is 3.

CO attainment is calculated as below-

CO Attainment = $0.7 * \text{Attainment Level of External Assessment} + 0.3 * \text{Attainment Level of Internal Assessment}$

Indirect Assessment Methodologies

Overall attainment is calculated with 80% weightage to direct and 20 % weightage to indirect attainment.

Overall Attainment = 0.8 * attainment through direct assessments + 0.2 * attainment through indirect assessment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

581

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://sinhgad-sits.in/NAAC/SITS/1_2.7.1_2021-22_StudentSatisfactionSurvey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

52

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
71	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year	
6	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.3 - Extension Activities	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>The vision of the Institute is to produce not only good engineers but good human beings also.</p> <p>Therefore, we are taking efforts to add values of good citizenship in our students by the teachers and student peer groups. The Institute organizes various activities through which students are equipped with appropriate skills for their holistic development.</p> <p>The Students from all departments participate in various NSS activities with passion. Faculty coordinators and student coordinators take initiative to schedule and carry out the activities. The detailed plan of execution is prepared and</p>	

activities are conducted with full energy and zeal. During the process, students not only get a platform to highlight their team building and leadership qualities but also get awareness about their social responsibilities.

The NSS unit and Student Council in particular organizes various activities to contribute to the development of the society. The major activities are - Blood donation camp, tree plantation, Awareness on road safety, Swachh Bharat Abhiyan, Personality development workshop, vaccination drive, winter NSS camp for rural development, Celebration of Days-Yoga Day, International Youth day, Independence Day, Hindi Day, Engineers day, NSS day, World Heart Day, National Unity Day, Sadbhavana day.

In turn, students disseminate the inputs to the neighborhood and the public at large through street plays, skits, poster and essay competitions, debates based on socially-relevant themes like education, literacy, cybercrimes, animal protection etc. Sessions are also conducted for female students where they are taught various self-defense techniques.

File Description	Documents
Paste link for additional information	http://sinhgad-sits.in/media/531773/1_3.3.1.pdf
Upload any additional information	View File

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

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

5

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

32

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

1925

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**2399**

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year****14**

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

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

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

Sinhgad Institute of Technology and Science, Narhe has a beautiful landscape, aesthetic architecture, eco-friendly environment, spacious classrooms, well equipped laboratories and adequate infrastructure for teaching-learning process to facilitate the curricular and co-curricular activities of the students.

The institute has adequate infrastructure and physical facilities

such as Classrooms, Seminar Halls, Laboratories/Workshops and Computing Equipment as per the norms of AICTE and university.

Following amenities are available in the Institute.

Common rooms: Girls' and Boys' common rooms with attached rest rooms.

Security: 24-hours security with CCTV installation at strategic locations.

Other facilities: Cafeteria, Juice center, coffee corner, stationary shop, photocopy center, laundries, potable water with UV/RO etc. are available in the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sits.in/media/531776/2_4.1.1_%20geotagged%20photos_sign.pdf

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

The college gives high importance to the physical well-being and cultural expression of the students. The institute encourages and provides facilities for students to participate in various extra-curricular activities in order to build team spirit and leadership qualities.

Sports: The institute has playground for various sports events. Few central facilities like cultural center are shared with the other campus of Sinhgad Institutes.

Cultural Activities:

Under the banner of Sinhgad Karandak, Cultural fest-NEON and Techfest-Techtonic are arranged every year. It is organized for inter-campus, inter-collegiate and international students.

Gymnasium:

A Gymnasium facility for boys and girls is provided in the institute campus with adequate equipment.

Yoga: Yoga and meditation sessions are conducted for the students and staff in the premises through NSS.

Medical Facility: Institute having a clinic in the campus for regular medical examination and treatment. Also, medical facilities are available at Smt. Kashibai Navale Medical College and General Hospital which is in adjoining campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

32

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

32

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0.14

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of ILMS Software: Auto Lib Library Management Software Nature of Automation: Partially

Version: Auto Lib NG Year of Automation: 2010

Master Setup : Following are the features of the Master Setup

New material, Sub Material, Subjects, Departments & publishers can be defined.

New Vendors can be defined.

Members :It includes following features :

Member's information (Text data like name, address, class etc.)

Photograph incorporation and Members. Catalogue :

Catalogue module is used for retrospective conversion of library resources. The strong features of catalogue module are:

Accession Number system user definable.

No limitations on the statement of responsibility.

User can add multiple material type like books, CD, Video, Cassettes etc.

List of Missing Accession Number. On line Public Access Catalogue (OPAC) :

Auto Lib OPAC offers very easy online search facilities to search

through library data like title, author, keyword, publisher etc.

Tools: Photo ID card generation and printing. **Reports:** It includes purchase list / Accession Register/Library status/ year wise purchase Details/ Stock Status/Stock summary, Title and Volume summary, Issue list/ Fine Due.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.354

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

7

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The IT & ICT facilities required for the Academic, Research & Extension activities of this institute are continuously monitored and periodically upgraded, based on the requirement and needs.

605 computers (desktop) are available for the students. At present, the campus has internet connectivity through a leased line with bandwidth of 100 Mbps (1:1). This upgrading was done on 13th June 2019.

In 2016 upgradation with two leased line of 70 Mbps and 2 Mbps was done from 45 Mbps.

From 2014 to 2016 internet connectivity through two leased lines of 45 Mbps and 2 Mbps was available.

The digital library is available to all the students and faculty members.

The college has a unique website that provides all the necessary information needed.

The IT infrastructure in the institute is utilized for online feedback, online examinations etc. Also online examinations of different government services, Banks etc are conducted.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

605

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

59.28

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

SITS has a well-established system and procedure for maintaining its physical, academic and other facilities by various team members.

- **Civil Maintenance:**

Regular maintenance of all buildings is carried out under head civil maintenance at the institute level.

The maintenance issues and action taken are entered in the maintenance record register. The estate supervisor checks the problem and maintenance work is carried out with prior basis sanctioned by the Principal.

- **Electrical Maintenance:**

All electrical work is carried in-house by an electrician appointed by the institute and maintenance of lift and AC is carried through AMC.

- **Water and Plumbing Maintenance:**

Estate supervisor takes care of storage and distribution of water. All plumbing work in the campus is done in-house by an appointed plumber.

- **Laboratory Equipment Maintenance**

Laboratory In-charge and Technical Assistant (TA) ensures proper working of all equipment and machineries

- **Housekeeping:**

Housekeeping is done daily by appointed peons, wet sweepers and maid sweepers. Garbage disposal is done every day under AMC.

- **I.T. Maintenance:**

The routine repair, maintenance and updation of computers and peripherals are taken care of by a dedicated full time team of system administrators.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
1496	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
11	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

175

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

175

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

207

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

17

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

examinations) during the year

18

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

At the beginning of the academic year, the institute constitutes the Student Council/Activity Cell by following the norms laid down by the university. The student members elect University Representative, General Secretary, Technical, Cultural, Sports Secretary, and Ladies (Girls) Representative for a term of one year. It aims at the all-round development of students and organizes several academic, co-curricular, and extracurricular events throughout the year in association with the university and other organizations. Meetings of the Student Council are conducted at least once in each term. The functions and events conducted by various committees under the

Student Council are as follows:

1. Students' Council/Activity Cell
2. Internal Quality Assurance Cell (IQAC)
3. Internal Complaints Committee (ICC)
4. College Development Committee (CDC)
5. Anti-Ragging Committee
6. Cultural Committees
7. Sports Committee
8. Magazine Committee
9. Institute Innovation Council (IIC)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

7

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association of the institute was established in the academic year 2012-13, Reg. No. Mah 1928/2012/Pune. The number of registered alumni is 6116.

Objectives:

To develop a liaison between the old students, present students and the institute.

To promote and nurture the close relationship between alumni and the institute for the mutual benefit of both.

To maintain an updated directory of alumni with contact details, current position and organization and their achievements on various fronts.

To arrange for alumni interaction with present students for sharing their experiences in the corporate world, current & future trends in the technology. Also, guide the students about the career opportunities in different fields and interview tips as well as about higher education.

In line with the above objectives, the Alumni Association contributes in many ways for the development and betterment of our institute. Every year the alumni are invited by respective departments to interact with students through various guest lecture sessions. Few prominent alumni are invited as judges for events under techfest 'Techtonic' in the institute. The Alumni Association of SITS is also in touch with past students through social media like LinkedIn, Facebook. Through these connections also, the association has been doing well in building the network of alumni and the alma mater.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year

E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

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

Vision

???????????????? ???? ?????????????? ?????????? ??????????:???? |

We are committed to produce not only good engineers but good human beings, also.

Mission

'Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbibing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity, and technology transfer. Our mandate is to generate, preserve, and share knowledge for developing a vibrant Society.'

The vision and mission statement address the interests of the stakeholders involved. The Institute has decided to make substantial efforts in engineering education to create not only good engineers but good human beings, also. While doing so, we are trying to imbibe unique value system, transparent work culture, excellent academic and physical environment conducive to learn, create and transfer technical knowledge on one hand and inculcate ethical standards and professionalism by means of soft skill inputs on the other hand.

The institute has a decentralized approach to quality management where all the faculty and staff are responsible and accountable for quality assurance and enhancement. The various quality standards are monitored by IQAC which also comprises different stakeholders of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Institute promotes a culture of participative management. Therefore, the committees are set up to execute predefined strategies. This emphasize active stakeholder involvement as mentioned below,

- Governing Council
- College Development Committee
- Principal and Vice Principal
- IQAC
- HoDs and Registrar
- Faculty and Staff
- Students Council

Purpose of Student Council:

Student Council is an organization conducted by students and supervised by faculties. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out institute activities.

Roles of the Student Council:

- To officially represent all the students in the Institute.
- To identify and help solve problems encountered by students in the Institute.
- To communicate its opinion to the Institute administration on any subject that concerns students and on which the council wishes to be consulted.

- To promote and encourage the involvement of students in organizing Institute activities.

Responsibilities of the Student Council:

- To inform students about any subject that concerns them.
- To consult students on any issue of importance.
- To participate in developing the Institute's educational projects and to promote it to students.

Posts of the Student Council:

University Representative, General Secretary, Ladies Representative, Cultural Secretary, Technical Secretary, Sports Secretary, Social Activity In-Charge and

Magazine Coordinator

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Based on the 2020-2021 AQAR, it was observed that there are still some areas for improvement such as faculty development activities, research and student development programs. Therefore, during the IQAC meeting/ institutional meeting we planned to develop the strong industry and institute interaction. Decision was taken to go for more number of Memorandum of Understanding (MoUs). Through these MoUs institute, offered expert lectures, training, projects and internships. Accordingly, 14 different activities are conducted for the students like guest lectures, webinars, and internships. Also faculties and staff are motivated to attend FDPs, seminars, webinars and workshops. The decision was taken to organize programs through IIRS-ISRO nodal center. Total 208 faculties attended FDPs and 14 no of programs were arranged.

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

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

The Governing Body of the College is the supreme administrative body. It is constituted as per the norms of the regulatory bodies. The Governing Body is ambitious and converts aspirations into outcomes with a rigorous framework of governance. The Governing Body approves the Vision and Mission of the Institution, short term and long term plans and annual budgets to meet the interests of the stakeholders. The Governing Body monitors the institution's performance against the plans approved.

Involvement of each and everyone in the decision-making at their respective levels is ensured through decentralization and delegation of powers. Hence, there are various institutional committees consisting of faculty and staff members. Transparency associated therein also forms an important feature of the work culture.

The parent organization Sinhgad Technical Education Society (STES) has defined policies and framed service rules and procedures as per the norms of the regulatory bodies. The institute follows the same. The copy of the service rule book is available in the Establishment Section, Library which can be referred by the faculty/staff whenever necessary. The same is also available on the college website.

File Description	Documents
Paste link for additional information	http://sinhgad-sits.in/NAAC/SITS/3_6.2.2_Service%20Rule%20Book-1.pdf
Link to Organogram of the Institution webpage	http://sinhgad-sits.in/NAAC/SITS/3_6.2.2_Service%20Rule%20Book-1.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Institute understands that faculty is the backbone of the educational system. So the Institute has effective welfare schemes for the benefit of its teaching and non-teaching staff.</p> <p>Employee Provident Fund scheme is implemented for teaching and non-teaching staff members.</p> <p>The institute has a gratuity scheme for all faculty and staff members.</p> <p>Employee Benevolent Fund created for the benefit of employees and help them to meet the unforeseen immediate expenditure on account of death or other contingencies. This policy came into force from 2009.</p> <p>The faculty and staff can avail different types of permissible leaves like casual leave, medical leave, earned leave and maternity leave etc. as per institute service rules.</p> <p>Institute has provided a facility of staff quarters within the campus along with all the necessary amenities in it.</p> <p>Preliminary health issues of the students, faculty and staff are taken care of by the Campus Clinic.</p> <p>Students, faculty, staff can avail the services of Smt. Kashibai</p>	

Navale Medical College and General Hospital (SKN-MCGH) under the umbrella of STES, available 24x7. Also free dental checkup and treatment is available at Sinhgad Dental College and Hospital.

The institute encourages faculty and staff members to acquire new skills by supporting them to attend various STTPs / Workshops/ Trainings.

Institute sanctions salary advances to faculty/staff for their needs like medical emergency, educational needs, marriage, etc. wherever necessary.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

208

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance appraisal is done by submission of self-appraisal reports and annual activity reports. It is mandatory for every faculty, staff member and supporting staff. This makes them get involved continuously in self-development and improvement of institutional activities.

The performance appraisal of HOD and Faculty is also taken. The performance parameters on appraisal form and online mode are the same. The online system helps to analyse the performance and counsel faculty to improve.

The parameters of the performance appraisal system of HOD, faculty and staff are used to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal. In support of each assessment parameter, appropriate proofs are to be attached.

This process is conducted for.

1. Performance Appraisal Report of Head of Department
2. Performance Appraisal Report of Faculty
3. Performance Appraisal Report for Non-Teaching staff
4. Performance Appraisal Report for Supporting Staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The financial health of any institution is determined by its financial discipline. The parent body of the institution appoints internal and external auditors annually. Each department creates its own budget and the budgets of all departments are consolidated at the college level in consultation with the finance officer and governing body of the institution. Auditing processes of the institute take place in two stages namely, Internal Audit and External Audit. The Internal Audit Department of Sinhgad Technical Education Society does the Internal Audit within the organisation under the supervision of Director (Finance).

Audit criteria:

The audit covers regular review and vouching of day-to-day transactions, Physical verification of fixed assets, review and reporting on the internal controls and its sufficiency and check on statutory compliances.

Audit scope:

The External Auditor conducts audits in accordance with the Generally Accepted Accounting Policies, applicable Financial Reporting Framework, Statutory Provisions and regulations, etc. The Auditor conducts audits in compliance with the standards on auditing issued by the ICAI. It increases the authenticity and credibility of financial statements

Mechanism of settling audit and Follow-up actions:

While Checking of Internal control system through the audit of the accounts of Sinhgad Institute of Technology & Science, observations are made on the basis of credited and debited values during financial transitions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

5.3582

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institute has strategies for mobilization of funds and its optimal utilization of resources through the following mechanism.

- The annual requirements of non-recurring and recurring expenditure are prepared by the HODs with the help of senior faculty and laboratory in-charges. The details are given to the Principal in prescribed format for each financial year.
- The departmental budget is discussed with the Principal and gets finalized to put into the institutional budget to be recommended by LMC/CDC and approved by GB.
- Comprehensive institute budget proposal is prepared and presented by the Principal to LMC/CDC for recommendation and approval from GB.
- Principal and HODs can utilize the budgeted amount through proper procedure (with specific approval of the President/ Vice-President).
- Principal can make a decision for an emergency purchase within the approved budget.
- Regular procedure of quotations, comparative analysis, delivery, payment after commissioning is carried out for effective and efficient use of available budget by purchase committee.
- Any additional requirement for emergency expenditure can be discussed by HODs with the Principal and requested to President /Vice-President for approval.
- Principal and HODs conduct periodic reviews with the accounts section of the institute to make sure that the funds are utilized effectively.
- Review by LMC/CDC and GB half yearly.
- Budget allocation is done for various expenditure heads.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

On the recommendations of NAAC, Bangalore, the Internal Quality Assurance Cell (IQAC) was formed on 26th December 2016 with the responsibility of implementation of post-accreditation initiatives added. Prior to this was being addressed through AMC constituted by STES. Since quality enhancement is a nonstop process, the IQAC becomes a part of the institution system and works towards realization of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic enhancement in the overall performance of institutions. For this, during the post-accreditation period, it has channelized all efforts and measures of the college towards promoting its holistic academic excellence.

The following initiatives have been taken up after the formation of IQAC Cell while continuing the above:

- Academic planning
- Course file verification
- Mid-term academic review
- Outcome based education
- Participation in NIRF Ranking process

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Teaching-learning processes, methodologies, learning outcomes are periodically reviewed by the IQAC. The effectiveness of the implementation is monitored periodically by conducting academic audits.

1. Enhancement in the usage of ICT tools:

The IQAC periodically takes the review of ICT tools usage by the faculty and also ensures the adequacy of ICT infrastructure for the teaching-learning process. During the last five years ICT enabled facilities have been strengthened with a total 27 numbers of classrooms and five seminar halls equipped with ICT tools.

2. Implementation of Outcome Based Education (OBE), periodic review of learning outcomes/course outcomes and their attainments:

IQAC has contributed significantly to the implementation of Outcome Based Education (OBE). IQAC monitors and undertakes periodic review of program outcomes, course outcomes and their attainments. Academic progress reports of the students are generated by the faculty for the subject concerned.

3. Academic Audit and Monitoring:

The academic planning is done before the start of semester. This includes subject allotment, time table, academic calendar of department and institute. The teachers prepare the course plan and course file. The Head of Department checks, approves it. Head of the department monitors execution of course plans and attendance of students on a weekly basis.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

B. Any 3 of the above

improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://sinhgad-sits.in/media/529803/naac%20cycle%202.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institute always tries to create awareness amongst students and faculty about the values of gender equality, inclusive development and environmental conditions. This is carried out in following ways:

- Institute provides equal opportunity for all to participate in administrative, co-curricular and extracurricular activities. The Institute also deputed faculty for orientation courses. Faculty members are nominated in committees without any discrimination.
- The institute gives equal opportunities to boys and girls in leading various students' activities and allows them to become members of the students' council that is formed at the beginning of every academic year.
- Women grievances cell is formed and it functions separately for the benefit of the women employees and girl students.
- During the admission process, the Directorate of Technical Education, Maharashtra State, has already made a provision of 30% quota for girl students.

- In 2021-22, 41.75%, staff-members were women employees and 38.44 % girl students were in the institute.
- Girl students are encouraged to apply to different schemes/ scholarships from various regulatory bodies, corporate and NGOs, etc.
- Out of six Head of Departments, two are ladies.
- In the administrative office 58% of staff were ladies in 2021-22.

File Description	Documents
Annual gender sensitization action plan	http://sinhgad-sits.in//media/531821/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://sinhgad-sits.in//media/531821/7.1.1.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

- **Solid waste management: - The solid waste is separated into**

two types, degradable and non-degradable. Degradable waste includes papers, journals, files, dry tree leaves, raw kitchen waste (canteen, mess) and hostel waste. Whereas non-biodegradable includes glass, metals, and E waste. After collection, these are disposed-off through the mechanism set by the Narhe Gram Panchayat.

- **Liquid waste management:** - The liquid waste is generated at hostels, Cafeteria, Canteen, Mess and college wash rooms. All these sources are connected to sewage drains. These drains are provided with Inspection Chambers (IC) & Man-Holes (MH) where a main collecting drain changes direction or gradient
- **Biomedical waste management:** - Biomedical waste collected in the campus is disposed-off through the mechanism set by Shrimati Kashibai Navale Medical College & General Hospital (SKNMC & GH) located just near the campus.
- **E-waste management:** - The different types of e-waste generated in the institute like damaged batteries, cells, CDs, hard disk drives, monitors, keyboards, cables, cartridges, etc. are collected together and handed over to an external e-waste recycling agency.
- **Hazardous chemicals and radioactive waste management:** - Hazardous waste such as battery, cells, bulbs and tube lights are collected separately and handed over to an external recycling agency.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks

B. Any 3 of the above

and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>Institute is undertaking various initiatives in the form of celebration of days of eminent personalities National Festivals, NSS and other such activities to provide for an inclusive environment by bringing students and teachers with diverse backgrounds on a single platform for creating an inclusive environment.</p>

Cultural Programs:

Institute organizes cultural programs for all students and its planning and students with the guidance of teaching faculties do execution. The students in SITS participate in Singing, dancing events conducted in college.

Traditional Day is celebrated at SITS to showcase traditions of different cultures of India from where students come.

Regional Programs:

SITS celebrates the birth anniversary of Chatrapati Shivaji Maharaj as 'Shivjayanti' in a traditional way. This gives knowledge of the great Shivaji Maharaj and his work in building Maharashtra (Swarajya) to all the students

Linguistic:

The following programs were organised to emphasise the importance of National Language, Hindi and Regional Language, Marathi.

Days of national importance:

Republic Day and Independence Day are celebrated every year. All teaching, non-teaching staff and students participate for the cause of the nation. Inspiring speeches are delivered on the occasion by the chief guest.

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

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

SITS undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens.

- Constitution Day is celebrated on 26th November at the

institute. The librarian described the fundamental rights, Duties, Values and responsibilities of citizens as stated in the Constitution of India. She appeals to all to remember the struggle for freedom and respect the National Flag and National Anthem.

- Electoral literacy and voters' registration and awareness camp Voting awareness is created through speech by the librarian on 25th January 2022. The speech highlighted importance of voting, which helped to educate the students and the general public about Democracy. Institute NSS coordinator narrated voters pledge along with students.
- Republic Day is celebrated by organizing activities highlighting the importance of the Indian Constitution.
- Independence Day is celebrated to highlight the struggle of freedom fighters.
- Universal Human Values (UHV) play an important role in the life of humans at various stages including education and career. NEP 2020 recognizes this urgent need, value-based education will include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills; lessons in seva/service and participation in community service programs will be considered an integral part of a holistic education.
- Tree Plantation by students was conducted as a part of Student Induction Program to create awareness about nature conservation amongst students

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

SITS is committed to promote ethics and values amongst students and faculty to encourage the same. SITS organizes National festivals as well as Anniversaries for the great Indian Personalities. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days. The institution practices a pluralist approach towards all religious functions and encourages the students and faculty to showcase the same.

The institute organizes the national festivals and birth / death anniversaries of the great Indian personalities. Staff and students get to know the importance of national integrity in the country in general and their role in particular.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

Title of the best Practice 1:

Student Training Program (STP) Employability of engineering graduates in our country is a matter of concern. Therefore, engineering education is required to focus on enhancing employability skills of the students. Also, a gap exists between expectations of the corporate world and the skill-sets of the fresh engineering graduates. In order to bridge this gap a dedicated Student Training Program (STP) is thought of and implemented.

Title of the best Practices II:

Train the Trainer The teaching process should be effectively implemented so that the students have better learning experience. For this, the teachers need to be trained before the start of semester and prepare them in a better way to tackle the challenges while teaching a particular subject either for the first time or introduced newly. This needs to be done on a regular basis. The aim of 'Train the Trainer' (TTT) program is to carry out the induction for the newly recruited young faculty members. It prepares them in a better way before they begin the actual classroom teaching. Also, it benefits teachers dealing with the subject for the first time. With the emergence of upcoming technologies, new subjects are incorporated in the curriculum. Through TTT, brainstorming sessions happen which help the teachers to deliver the contents effectively.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Holistic development of students and teachers is what we believe in work for. We strive to achieve this through following thrust areas.

1. Unique Value System:

2. Transparent Work Culture:**3. Excellent Academic Environment:****4. Enhancing creativity through co-curricular and extra-curricular activities:**

5. Conducive Physical Facilities: The institute would like to highlight enhancing creativity through co-curricular and extra-curricular activities as one area distinctive to its priority and thrust.

The vision and mission statement defines the institute's distinctive features in addressing the interests of the stakeholders involved. In adherence to the vision and mission, various activities entrust our students with the required skills to command in a dynamic and challenging global environment. SITS organizes various technical, co-curricular, social and cultural activities on campus. Students of SITS are encouraged to participate and organise such activities to inculcate leadership quality, equalness amongst each other, constitutional obligations, values, rights, duties and responsibilities of citizens. Efforts are taken to promote gender equity, importance of alternate sources of energy and energy conservation measures, to provide an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To enhance quality of UG projects.
- To strengthen institute industry interaction.
- To strengthen Alumni Interaction.
- Motivate faculty for good research publications.

