**Self Assessment Report (SAR)**

**for NBA Accreditation of Undergraduate**

**Engineering Programme**

**In**

**Electrical Engineering**



**Sant Dnyaneshwar Shikshan Sanstha’s**

**Annasaheb Dange College of Engineering and Technology,**

**Ashta, Tal – Walwa, Dist – Sangli 416301**

**Maharashtra, India**



**National Board of Accreditation**

**New Delhi, India**

**November 2009**

**FOREWORD**

National Board of Accreditation (NBA) was established in September 1994. The NBA is entrusted with the task of evolving a procedure for quality assessment in the technical education sector, and specifically to

• Articulate the criteria for assessment of quality;

• Identify parameters to quantitatively assess these criteria and assign appropriate programme- specific weights;

• Validate the procedure by well - designed test runs;

• Establish appropriate benchmarks.

The unprecedented expansion of the technical education sector in India in recent years has brought in its wake questions about the quality of education imparted, the competence of the graduates and their relevance to the current technical manpower needs of our country. The concurrent ISO standardization movement in the industrial scene has highlighted the need for accrediting programmes, especially in terms of their role as the main suppliers of technically qualified human resource.

It is heartening to note in this context that the NBA is now bringing out second edition of Manual for Accreditation of for Engineering (UG) programmes in India. It consists of four Sections, viz,

• Accreditation Policy and Procedure

• Evaluation guidelines

• Evaluation Report

• Self Assessment Report

It is hoped that this manual will provide the students, parents, employers and the society at large, comprehensive information on all aspects of the Quality Assurance provided by the NBA to assist them in making a judicious choice among competing educational programmes.

This manual is the culmination of sustained efforts and mutually supporting interaction amongst several individuals, organizations and agencies. This manual addresses the equivalence of evaluation and accreditation processes for engineering education programs to international standards so as to ensure opportunities for global mobility of engineering graduates.

We would be failing in our duty if we do not place on record our gratitude and appreciation for the help we have received from the following people.

* The Members of the Board of the NBA and the NBA Engineering Committee for their ready and willing cooperation and the officials of NBA for their dedicated efforts.
* Committee comprising Prof. S.C. Sahasrabudhe Director, DAACT, Gandhi-nagar, Prof. M. U. Deshpande Former Professor, IIT – Bombay, Prof. Gopal Ranjan, Former VC, IIT, Roorkee, Prof Gautam Biswas IIT, Kanpur, Prof S Sen Gupta IIT Kharagpur, Prof. V.P. Kodali, Ex Director of E&I, DRDO, Shri Ravi Kumar, presently Principal Secretary (Technical Education), Govt. of Rajasthan for their valuable contribution in drafting the initial accreditation manual.
* Prof. Ashok Saxena University of Arknas, USA and Prof K. Vedula University of Manchester, USA for their valuable guidance.
* Committee comprising Prof S K Khanna Former Chairman AICTE, Prof K L Chopra, Former Director – IIT – Kharagpur, Prof S Sen Gupta, IIT – Kharagpur, Prof J P Gupta, VC – Jaypee University, Noida, Prof Rajeev Kumar, IIT Kharagpur for their contribution in refining, revising and presenting the final version of the accreditation manual.

We welcome suggestions from all the stakeholders in Engineering Education in order to bring further improvement in the effort of NBA to provide a transparent and credible System of accreditation of engineering programs in India.

**Prof. P.N. Srivastava**

**Chairman, NBA**

**Organization of the SAR:**

The Self Assessment Report should be submitted using the format which is organized in the following four parts:

Part I: Institutional Summary for Criteria I and II.

Part II: Department/Programme Summary for Criteria III to VIII.

Part III: Curriculum and syllabus for the degree programme along with the identified Programme Evaluation Objectives (PEOs).

Part IV: List of Documents to be made available during the accreditation visit.

Abbreviations:

CAY: Current Academic Year e.g., 2009-10

CAYm1: Current Academic Year minus one e.g., 2008-09

CAYm2: Current Academic Year minus two e.g., 2007-08

LYG: Latest Year of Graduation e.g., 2008-09

LYG m1: Latest Year of Graduation minus one e.g., 2007-08

CFY: Current Financial Year

CFYm1: Current Financial Year minus one

Notes:

1. It would be greatly appreciated if precise and specific details, as requested in this format, are provided in tabular form and/or using bullets as far as possible. No detailed description should be included anywhere; do not include any detail/information which is not asked for. In case, you wish to add any data/information which is not asked for, kindly add in annexure.
2. Unless otherwise specified, do not include any data beyond three years.
3. If not specified otherwise, the information requested is meant to be the “Average” over sufficient samples, as applicable.
4. Kindly select/use the appropriate word/phases, e.g., College/Institute/University and Principal/Director/Vice-Chancellor whichever as applicable

**CAY: 2009-2010 LYG: 2008-2009 CFY: 2009-2010**

**Declaration**

This Self Assessment Report (SAR) is prepared for Current Academic Year (2009-2010) and Current Financial Year (2009-2010) on behalf of us by the team headed by the Principal/Director/Vice Chancellor of the Institution. I certify that the information provided in this SAR is extracted from the records and to the best of our knowledge, is correct and complete.

I understand that any false statement/information of consequence may lead to the rejection of the application for accreditation for a period of two or more years. I also understand that the National Board of Accreditation (NBA) or its subcommittee will have the right to decide on the basis of the submitted SAR whether the Institution should be considered for an accreditation visit.

If the information of consequence was found to be wrong during the visit or subsequent to grant of accreditation, NBA has right to withdraw the accreditation granted, if any, and no accreditation will be allowed for a period of two years or more.

Place: Ashta Hon. Shri Ramchandra Mahadev alias Annasaheb Dange

Date: 25.11.2009 Chairman, Governing Council,

Annasaheb Dange College of Engineering and Technology, Ashta

Seal of the Institute

**PART I**

**INSTITUTIONAL SUMMARY**

(Criteria I and II)

**I.0.1. College/ Institution/University Name and Address:**

Sant Dnyaneshwar Shikshan Sanstha’s

Annasaheb Dange College of Engineering & Technology, Ashta

Near Old Air Port, A/P - Ashta, Tal- Walwa, Dist- Sangli 416301

Maharashtra, India

Ph: 02342-241107, 241115, 241117. Fax: 02342-241106

**I.0.2. Name, designation, telephone numbers and e-mail id of the contact person for NBA:**

1. Prof. Rafiq Abu Kanai

Executive Director

Tel: 02342-241107 Mobile: 9604000786

Email – profrak@rediffmail.com

1. Dr. Sanjay Pandurang Patil

Principal

Tel: 02342-241115 Mobile: 9503763370

Email – sanj22ony@yahoo.co.in

**I.0.3. History of the College / Institution (including dates of introduction and no. of seats of**

**various programmes of study along with NBA accreditation, if any), in tabular form:**

With a view to make available enormous opportunities for the rural masses in higher and technical education, Honorable Shri Annasaheb Dange, a social reformer in true sense, vowed to establish an ambitious project of an engineering college at this interior, but a well connected place Ashta. Annasaheb Dange College of Engineering and Technology (ADCET), Ashta has been established in the year 1999 by Sant Dnyaneshwar Shikshan Sanstha. The institute is affiliated to Shivaji University, Kolhapur. The details of the programmes offered by the institute are depicted in Table below.

|  |  |
| --- | --- |
| Year | Description |
| 1999 | College/Inst. Started with the following programmes (Intake strength)   1. Mechanical Engineering Intake – 60 2. Electronics and Telecommunication Intake – 60 3. Information Technology Intake – 60 |
| 2001 | Addition of new programme   1. Computer Science and Engineering Intake – 60 |
| 2004 | Addition of new programme   1. Electrical Engineering Intake – 60 |
|  | NBA-AICTE Accreditation visits and accreditation granted, if any:  Applying for first time |

The institute started with initial 3 UG programmes namely Mechanical Engineering, Electronics and Telecommunication and Information Technology. Computer Science and Engineering was added in the year 2001 and Electrical Engineering in year 2004. Presently, the institute offers five UG programmes with a total sanctioned intake of 300 as shown in Table below.

|  |  |  |  |
| --- | --- | --- | --- |
| S. N. | Programme Name | Sanctioned Intake | Date of Introduction |
| 1 | Mechanical Engineering | 60 | 12.07.1999 |
| 2 | Electronics and Telecommunication | 60 | 12.07.1999 |
| 3 | Information Technology | 60 | 12.07.1999 |
| 4 | Computer Science and Engineering | 60 | 26.11.2000 |
| 5 | Electrical Engineering | 60 | 30.06.2004 |
|  | Total | 300 |  |

With its dedicated faculty, staff and sincere efforts of students put together the institute has earned good reputation in the Shivaji University area. This fact was undoubtedly established by the university results of the first ever outgoing batch in the year 2003. The enviable features of these results were that overall result was 98.5%; all the students without exception passed in first class; and 85% out of passed had obtained distinction. The success is still more noteworthy as it has been consistently maintained by all the successive batches.

**I.0.4. Ownership Status: Govt. (Central/State) / Trust / Society (Govt. / NGO / Private) / Private/ Other (specify):** Society (Private)

**I.0.5. Financial Status: Govt. (Central/State) / Grants-in-aid / Not-for-profit / Private-Self financing / other (specify):** Private-Self Financing

**I.0.6. Nature of Trust / Society:**

**Name of Trust/Society: Sant Dnyaneshwar Shikshan Sanstha, Islampur**

**“Madhav”, Kachare Galli, Islampur, 415409**

**Registration Details:**

MAH/1599/Sangli 28/7/1986 and F/1546/Sangli 30/9/1986

**Background of the Society:**

Sant Dnyaneshwar Shikshan Sanstha is founded in 1986 with an aim to provide education as well as employment to rural and downtrodden masses. Sant Dnyaneshwar Shikshan Sanstha seeks to prepare Students who value and demonstrate reflective practice and ethical decision making through respecting diversity, honoring difference, and promoting social justice through value added education. The executive body members of the society are drawn from various occupations such as agriculture, education, business, service, industry. To date, the society has successfully run an Engineering college, an Ayurvedic Medical College, an Art, Commerce and Science College, a D. Ed. and B. Ed. College and a public school besides 18 other schools at various places in this area.

**List of other Institutes/colleges run by the Trust/Society:**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. N.** | **Name of the institution** | **Year of starting of the course** | **No. of**  **Students** |
| 1 | Prathmik Aashram Shala, Ashta, Dist. – Sangli | 1992 | 195 |
| 2 | Prathmik Aashram Shala, Tasgaon, Dist.- Sangli | 1996 | 280 |
| 3 | Prathmik Aashram Shala, Hatkanangale, Dist. Kolhapur | 1996 | 538 |
| 4 | Prathmik Aashram Shala, Retheredharan, Dist.- Sangli | 1997 | 272 |
| 5 | Prathmik Aashram Shala, Minache, Dist. – Kolhapur. | 1999 | 290 |
| 6 | Prathmik Aashram Shala, Yedenipani, Dist.- Sangli | 1999 | 326 |
| 7 | Madhyamik Aashram Shala, Hatkanangale, Dist. Kolhapur | 1999 | 284 |
| 8 | Madhyamik Aashram Shala, Ashta, Dist.- Sangli | 1999 | 360 |
| 9 | Abhinav Madhyamik Vidyalaya, Karandwadi, Dist.- Sangli | 1997 | 128 |
| 10 | Abhinav Madhyamik Vidyalaya, Karve, Dist.- Sangli | 1997 | 109 |
| 11 | Abhinav Balak Mandir, Islampur, Dist.- Sangli | 1997 | 160 |
| 12 | Hon. Shri. Annasaheb Dange Arts, Commerce & Science College (Junior &Senior) Hatkanangale, Dist. Kolhapur | 1998 | 915 |
| 13 | Ahinav Matimand Mulanchi Nivasi Shala, Palus, Dist. Sangli | 1999 | 54 |
| 14 | Hon. Shri. Annasaheb Dange Ayurvedic Medical College, Ashta, Dist.- Sangli | 1999 | 171 |
| 15 | Hon. Shri. Annasaheb Dange Ayurvedic Medical College (Post Graduation) Ashta, Dist.- Sangli | 2008 | 2 |
| 16 | Aadarsh English Medium School, Islampur, Dist.- Sangli | 2002 | 50 |
| 17 | Aadarsh English Medium School Hatkanangale Tal. Hatkanangale Dist. Kolhapur | 2002 | 95 |
| 18 | Annasaheb Dange Public School & Junior College Ashta. Dist.- Sangli | 2002 | 424 |
| 19 | Annasaheb Dange Public School, Palus, Dist.- Sangli | 2008 | 47 |
| 20 | Annasaheb Dange Science & Commerce College, Ashta, Dist.- Sangli | 2008 | 105 |
| 21 | Abhinav School of Nursing, Ashta, Dist.- Sangli | 2005 | 30 |
| 22 | Hon. Shri. Annasaheb Dange Vishesh Adhyapak Vidyalaya, Palus, Dist.- Sangli | 2006 | 38 |
| 23 | Annasaheb Dange Arts & Science Junior college, Ashta Dist.- Sangli | 2006 | 192 |
| 24 | Annasaheb Dange College of Education (D.Ed.), Ashta Dist.- Sangli | 2008 | 50 |
| 25 | Annasaheb Dange College of Education (B.Ed.), Ashta Dist.- Sangli | 2008 | 100 |
| 26 | Annasaheb Dange Pre School Center , Ashta, Dist.- Sangli | 2007 | 50 |
| 27 | Annasaheb Dange Pre School Center, Islampur, Dist.- Sangli | 2002 | 40 |
| 28 | Annasaheb Dange Pre School Center, Hatkanangale Dist. Kolhapur | 2002 | 40 |
| 29 | Annasaheb Dange Primary English Medium School, Ashta, Dist.- Sangli | 2006 | 80 |

**I.0.7. External Sources of Funds: NIL**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of External Sources | CFY | CFYm1 | CFYm2 |
|  |  |  |  |
|  |  |  |  |

**I.0.8. Internally Acquired Funds:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Internal Sources** | **CFY** | **CFYm1** | **CFYm2** |
| Students’ fee (Rs. In Lacs) | 462.86 | 345.75 | 232.22 |
| Other Revenue Receipts (Rs. In Lacs) | 13.71 | 27.16 | 18.82 |

**I.0.9. Scholarships or any financial assistance provided to students?** **YES** ~~NO~~

Financial assistance is provided through different schemes of central and state government and also through the institute. These schemes and details are given below:

* The students belonging to the backward class categories (SC/ST/VJ/NT/OBC/SBC) get scholarship from social welfare department.

No. of assistance: 492 Amount: Rs.140.01 Lacs in CFY

No. of assistance: 371 Amount: Rs.84.57 Lacs in CFY minus 1

No. of assistance: 294 Amount: Rs.60.37 Lacs in CFY minus 2

* The open category candidates belonging to economically backward class are eligible for EBC scholarship given by Government of Maharashtra.

No. of assistance: 314 Amount: Rs.39.21 Lacs in CFY

No. of assistance: 201 Amount: Rs.24.10 Lacs in CFY minus 1

No. of assistance: 69 Amount: Rs.7.2 Lacs in CFY minus 2

* The students belonging to minority communities are eligible to get the scholarship under minority scholarship scheme of government of India.

No. of assistance: 20 Amount: Rs.6.69 Lacs in CFY

No. of assistance: 12 Amount: Rs.2.14 Lacs in CFY minus 1

No. of assistance: NIL Amount: NIL in CFY minus 2

* In order to provide financial assistance to the meritorious and needy students the institute has implemented the tuition fee waiver scheme of AICTE, New Delhi. Under this scheme, six students from each branch are offered tuition fee waiver. Out of six, three students are from economically weaker sections of the society, two are girl candidates and one physically handicapped.

No. of assistance: 28 Amount: Rs.8.01 Lacs in CFY

No. of assistance: 28 Amount: Rs.7.45 Lacs in CFY minus 1

No. of assistance: NIL Amount: NIL in CFY minus 2

* Apart from this, in order to promote the academic excellence the institute has implemented a scheme of academic awards of worth Rs. 2.75 lacs per year for the meritorious students. The details are given below:

|  |  |  |
| --- | --- | --- |
| Award/honor | Prize Money (Rs.) | Eligibility |
| Academic GENIUS | 100000.00 | Final year student who secures first rank in the university merit list |
| Academic LEADER | 50000.00 | Final year student who secures 2nd to 10th rank in the university merit list |
| Academic DEPUTY | 10000.00 | Final year class topper with distinction |
| Academic DEPUTY | 5000.00 | Class topper with distinction – first to third year |

* No. of assistance: 32 Amount: Rs. 1.75 Lacs in CFY
* No. of assistance: 22 Amount: Rs. 2.65 Lacs in CFY minus 1
* No. of assistance: 16 Amount: Rs. 1.46 Lacs in CFY minus 2

**I.0.10. Basis/examination for admission to the engineering college:**

[All India entrance / State level entrance / University entrance / 12th level / other (specify)]:

* State Level Entrance Test (MHT-CET)
* All India Entrance Examination (AIEEE)

**I.0.11. Total No. of Engineering Students:** 1434

Total No. of Other Students, if any: NIL

**Boys:** 1038

Boys: NIL

**Girls:** 396

Girls: NIL

**I.0.12. Total No. of Employee:** 152

**Male:** 119

**Female:** 33

**I.0.13. Minimum and maximum number of faculty and staff on roll, in the Engineering College/Institute/Faculty, during the CAY and the previous CAYs (1st July to 30th June):**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Items | CAY | | CAYm 1 | | CAYm2 | |
| Min | Max | Min | Max | Min | Max |
| Teaching faculty in  Engineering | 53 | 72 | 41 | 49 | 38 | 43 |
| Teaching faculty in  Science and Humanities | 09 | 22 | 07 | 08 | 06 | 09 |
| Non-teaching staff | 56 | 58 | 41 | 59 | 48 | 55 |

**Criterion I: Organization & Governance, Resources, Institutional Support, Development & Planning**

**I-I.1 Campus infrastructure and facility (30)**

I-I.1.1 Land, built up area and academic infrastructure (5)

Physical resources available:

A. Exclusive for the Institute

Land - **10** acres Built up floor space - **15506** Sq.M.

B. Shared with other institutes (if any) in the campus

Land - 20acres Built up floor space **3462** Sq.M.

**I-I.1.2 Maintenance of academic infrastructure and facilities (5)**

**Distinct Features:**

* Maintenance cell is in place to take care of civil, electrical and furniture routine check-ups and repairs.
* Schedule of routine inspection and check-ups is prepared.
* Central complaint register is maintained.
* Minor repairs are carried out by in-house staff.

Electrical Staff: 04 Workshop Staff: 06 Plumber: 01

* Major repairs are outsourced.
* Maintenance cell meets once a month to take review and discuss any major problems.
* Energy audit of institute is carried out in-house.
* For low maintenance, old furniture is replaced by modular furniture.
* Routine cleaning of premises including toilet blocks by contract labors.
* Routine cleaning of water tanks, coolers and filters is carried out as per schedule.

**I-I.1.3 Ambience, green cover, water harvesting, environment preservation etc. (5)**

**Distinct Features:**

**Ambience:**

* Academic ambience is enhanced by modern furniture, improved infrastructure & state of the art facilities in classrooms and laboratories.
* Daily academic activities start with prayer.
* Dress code for students, faculty and staff.
* Library and laboratory facility is made available after college hours and on holidays.
* Internet facility is open till 10.00 pm with six Wi-Fi points.
* Study room facility with power back-up is available round the clock during examination period.

**Green cover:**

* Green cover within institute is enhanced by arranging tree plantations on various occasions like birthdays and national festivals.
* Faculty and staff plant a tree on his/her birthday.
* Plantation along sides of internal roadways.
* Botanical garden with varieties of species.
* No. of Trees in the college campus: 631
* No. of Shrubs: 207
* Number of species in campus: 273

**Water harvesting:**

* Rooftop water collection and harvesting system is in place.
* Ground water collection and diversion towards soak pits.
* Organization of awareness program on water harvesting for students.

**Environment preservation:**

* 1 KW capacity windmill installed in campus for electricity generation.
* Usage of biogas plant for demonstration.
* Gardner is appointed for taking care of plants.
* Sufficient water is made available through bore well and separate water supply scheme.
* Segregated solid waste management system is in place.
* Waste papers are supplied to proper agencies for recycling.
* Awareness programs are arranged on subjects like, environment awareness, hazards of plastics, energy conservation and use of renewable energy sources.
* Display of slogans & banners on environment protection in campus.
* Solar water heating system is installed.

**I-I.1.4 Hostel (Boys and girls) (5)**

* Hostel for boys**: Yes** ~~No~~ Exclusive/~~Shared/Rented~~
* No. of rooms: 75No. of accommodated students: 225No. in waiting: NIL
* Hostel for Girls: **Yes** ~~No~~  Exclusive/~~Shared/Rented~~
* No. of rooms: 50 No. of accommodated students: 150 No. in waiting: NIL

**I-I.1.5 Transportation facility and canteen (5)**

The institute location is well connected by the frequent state transport buses available from all the major cities nearby. Besides this, college runs its own bus from Sangli- a district head quarter to college. This facility is availed by students, faculty and staff. A well furnished canteen facility is provided in the institute campus.

Transport: Yes ~~No~~ Exclusive/~~Shared/Rented~~

No. of buses: One Facility availed by: Students, Faculty and Staff (Total – 42)

Canteen: Yes ~~No~~

No. of canteen: One Sitting space: 30 Daily usage: 600

**I-I.1.6 Electricity, power backup, telecom, water etc (5)**

(Specific details in respect of installed capacity, service points for distribution, water purification etc.)

**Electricity:**

* Electric supply of 440 Volt, 3Phase, AC is available with 04 connections from MSEB
* Total Sanctioned Load:39.10 KW
* APFC based control panel is installed for PF improvement
* Windmill power generation: max. 1 KW capacity
* Distribution – Separate feeder for each department and hostel

**Power back-up:**

* Stand-by supply: 02 DG sets are used
* DG Set Capacity: 40 KVA and 15 KVA, Total:55 KVA
* Power back-up through UPS for computer systems

**Telecom**:

* EPABX system is installed to provide intercom connection to each faculty.
* BSNL telephone connections: 05
* Fax: 01
* External calls can be diverted to individual faculty through EPABX.
* CUG mobile scheme from IDEA cellular
* Internet access in faculty cabins

**Water Source:**

Source of water supply to campus:

* 02 bore wells in campus
* Water supply scheme from river
* Water storage facilities: Overhead and Underground: Total Capacity: 142500 Liters
* Water purification and softening plant is installed:
  + Discharge Capacity: 15 cum/hr
  + Output between regeneration: 90,000 Liters for total hardness 165 ppm

**I-I.2 Organization, governance and transparency (20)**

**I-I.2.1 Governing body, administrative setup and functions of various bodies (5)**

(List Governing, Senate and all other Academic and Administrative bodies, their memberships, functions and responsibilities, relation of the members of the members of such bodies with the principal owner of the college/institute, frequency of the meetings and attendance therein, in tabular form. A few sampler minutes of the meetings and action taken reports should be annexed\*.)

**Governing Body:**

Governance is the key activity that connects between the management, staff, students and the community. We believe it should be effective, efficient and economical in execution of its duties. We support modern governance and proper administration and believe these should be carried out in a way that actively acknowledges diversity, that is respectful of identity and serious belief and that reflects balance. ADCET has a governing body in place wherein the members are drawn from distinguished cross-sections of the society as shown in Table below.

|  |  |  |  |
| --- | --- | --- | --- |
| S. N. | Name | Designation | Background |
| 1 | Shri. Ramchandra Mahadev alias Annasaheb Dange | Chairman | Renowned Social Worker Ex. Minister, State of Maharashtra Founder of Sant Dnyaneshwar Shikshan Sanstha |
| 2 | Shri. Rajendra Ramchandra alias Chimanbhau Dange | Vice-Chairman | Executive Director, Deendayal Spinning Mill, Islampur |
| 3 | Dr. S. S. Santpur | Member | Ex. Principal, TK Institute of Engg. and Technology, Warnanagar |
| 4 | Prof. S. V. Gharpure | Member | Chairman,  Sangli Shikshan Sanstha, Sangli |
| 5 | Shri. Rampratapji S. Zanwar | Member | Chairman, Zanvar Group of Industries, Kolhapur  Chairman, Kolhapur Engineering Association, Kolhapur |
| 6 | Shri. Ram Menon | Member | Chairman, Menon Group of industries, Kolhapur |
| 7 | Dr. Ashok A. Ghatol | Member | Vice Chancellor, Dr. Babasaheb Ambedkar Technological University, Lonere, Maharashtra |
| 8 | Shri. P. T. Pandyan | Member | Managing Director, Quality Power Electrical Equipments Private Limited, Sangli |
| 9 | Shri. B. Vinod | Member | Vice President- Engineering, Lambda America, USA |
| 10 | Shri. A. D. Deshpande | Member | Director, Fine Spavy Associates & Engineers Pvt. Limited, Miraj |
| 11 | Shri. A. N. Kulkarni | Member | Consulting Electrical Engineer, Thane |
| 12 | Shri. R.A. Kanai | Member | Executive Director |
| 13 | Dr. Sanjay P. Patil | Member - Secretary | Principal |

\*Please refer Annexure I for sample minutes of the meetings and action taken reports.

**Administrative Set-up:**

We at ADCET believe in totally different kind of work culture. Basically it aims at love and affection to each and every stake-holder of the institute. Being certified by ISO 9001:2000, ADCET follows the complete ISO terminology to the fullest extent in its day-to-day life. In particular the concept of process owners, which facilitates a perfect decentralization of activities and delegation of authorities, has proven itself to be a key concept in the success achieved by the institute on different counts. The working methodology basically focuses on student, which is the dearest and least responsible element of the system. Involvement of each and everyone in the decision-making and the transparency associated therein also form the important features of the work culture. The institute functions with perfect decentralized administration as depicted in Figure 1 that has complete transparency in the decision making process. Institute follows the concept of process owners as emerged from the ISO terminology.

**Governing Council**

**Management**

**Executive Director**

**HOD - CSE**

**Principal**

**Vice-Principal (ACAD)**

**Vice-Principal (ADM)**

**HOD - EE**

**HOD - BS**

**HOD -MECH**

**HOD - ETC**

**HOD - IT**

**I/C Alumni Asso**

**I/C QMS and Estate**

**PRO**

**I/C Gymkhana**

**I/C Library**

**I/C Monitoring Cell**

**I/C Counseling Cell**

**I/C Workshop**

**TPO**

**Registrar**

**Student Professional Activities Cell I/C**

**I/C Employee Development**

**Figure 1 – Administrative Set-up**

**Functions of Key Administrative Positions:**

The functions of various key positions are depicted in Table below.

|  |  |
| --- | --- |
| Position | Functions |
| Governing  Council | * Frame directive principles and policies. * Amend and approve policies from time to time * Approve budgets |
| Executive  Director | * To look after the overall development of institute * Mobilize external resources to strengthen the institute * Plan & provide for necessary facilities / equipment for development. * Instill confidence and devotion in every member of the institute |
| Principal | * Design & define organization structure. * Define delegate responsibilities of various positions in the organization * Ensure periodic monitoring & evaluation of various processes & sub- processes * Ensure effective purchase procedure * Define quality policy and objectives * Prepare annual budget * Conduct periodic meeting of various bodies such as Governing Council, LMC, Standing Committee, and Women’s Grievances Redressal Committee etc. * Manage accounts and finance * Employee recruitment process |
| Vice- Principal  Administration | * Employee Recruitment and development * Purchase Process * To discharge routine duty of Principal during absence of Principal * Annual Magazine * Resource Provision * Preparing Budget * Office Administration * Compliance with AICTE, DTE & University * Admission * Transport * Alumni interaction * Public relations * Resource Generation * Housekeeping including hostels |
| Vice – Principal  Academic | * Prepare and execute academic calendar * Oversee the teaching-learning process * Carry out result analysis and suggest corrective measures to Principal * Initiate supplementary teaching measures * Internal and External examinations * Library Up gradation * Student Training and Placement * Proper conduct of co-curricular activities * Formation of student council * Proper conduct of cultural activities * Proper conduct of sports activities * Student discipline * Student health care * Student orientation |
| I/C Quality Management System and Estate | * QMS coordination as MR * Establish, implement and maintain quality management system * Arranging internal audits and MRM * Maintain up-to-date master documents with history of revision. * Oversee Employee Attendance System & Maintain the monthly attendance report * Maintaining updated building plans * Overall building maintenance |
| Public Relations Officer | * Propose admission policy * Arrange campaign * Execute the admission process * Design and print admission brochure * Maintain and update college website * Maintain softcopy of photographs * Publicity of events |
| I/C Alumni Association | * Formation of student council (SC) * Arrange periodic meetings of SC * Ensure alumni registration * Prepare alumni news letter * Arrange “Runanubandha” meet * Proposing annual budget |
| I/C Workshop | * Smooth running of college workshop * Preparing Material Requirement * Oversee the routine work * Oversee the college bus service * Oversee the generator facility |
| I/C Employee Development Cell | * Identifying training needs of employees * Notify the employees about various Employee Development programmes * Arrange Employee Development Programmes * Proposing annual budget * Maintain training records |
| Registrar | * Liaisoning with AICTE, DTE and SU * College roster * Service Books * Faculty personal files * Recruitment process * Maintain minutes of meeting (all) * New proposals * Co – ordinate day to day activities of office * Purchase process * AICTE, DTE, SU committee preparation * Annual College budget * Shikshan Shulka Samiti requirements |
| Training and Placement Officer | * Liaison with industry * Identify and provide for training needs of students * Arrange campus interviews * Proposing annual T & P budget |
| I/C Library | * Plan and execute modus operandi of routine activity of the library * Plan and propose expansion / development * Maintain library discipline and culture * Prepare annual budget for library |
| I/C Counseling Cell | * Facilitate career guidance to students * Assist students suffering from psychological disorders * Arrange for professional counselors * Maintain record of counseling activities * Student academic counseling * Provide slow-pace programme for weaker students * Arrange remedial classes for weaker students |
| I/C Monitoring Cell | * Central time table * Monitoring of lectures and practicals * Conduction of internal examinations * Students feedback * Collective attendance of students * Co-ordinate the activities of class teachers * Submission of term work and POE mark lists |
| I/C Student Professional Activities | * Organize events through students professional societies / chapters * Organize paper and design contests * Encourage student participation * Publication of technical magazine and news letters * Record of student participation and achievements in Co-curricular and extra – curricular activities * Maintain record of such events |
| I/C Gymkhana | * Ensure smooth conduct of sports * Ensure proper use of gym * Purchasing of sport items * Encourage students to participate in zonal tournaments * Creation and upkeep of sports facilities * Proposing annual budget |
| Head of Departments | * Plan and execute academic activities of the department * Maintain discipline and culture in the department * Maintain the department neat and clean * Pick and promote strengths of students / faculty / staff * Monitor academic activities of the department * Propose Department Budget * Adhere to QMS Procedures * Maintain records of departmental activities and achievements |

**I-I.2.2 Defined rules, procedures, recruitment and promotional policies etc (5)**

(List of the published rules, policies and procedures, year of publications, awareness among the employees /students, availability on web etc)

* The rules and policies regarding recruitment and promotion are as per AICTE and Shivaji University norms.
* The AICTE pay scales are implemented.
* Additional increments are given to staff members who excel in academics and research.

**Recruitment Procedure:**

* The approval to the sanctioned posts is first taken from the university
* Approval from university is then taken for publishing the advertisement to invite applications.
* The advertisement is published at local and national level.
* Selection committee duly appointed by university conducts the interviews.
* The eligible and selected candidate names are recommended to the University for approval.
* The appointment is done after the due approval from the university.

**I-I.2.3 Decentralization in working and grievance addressal system (5)**

**Decentralization in working:**

A core team of about 18 members own and lead the major processes in the institute to see that all these processes are in tact.

* **List of faculty members who are administrators/decision makers for various assigned jobs:**

|  |  |  |
| --- | --- | --- |
| S. N. | Name | Responsibility |
| 1 | Prof. Rafiq Abu Kanai | Executive Director and Head of Department – Mechanical Engineering |
| 2 | Dr. Sanjay Pandurang Patil | Principal |
| 3 | Mr. Laxman Yadu Waghmode | Vice-Principal, Administration |
| 4 | Mr. Shrikant Sadashiv Katre | Vice-Principal, Academic |
| 5 | Mr. Kiransing Pratapsing Pardeshi | Head of Department – Electronics &Telecommunication |
| 6 | Mr. Shirish Vitthalrao Phakade | Head of Department – Information Technology |
| 7 | Mr. Deepak Bheemrao Kadam | Head of Department – Computer Science & Engineering |
| 8 | Mr. Iranna Korachgaon | Head of Department – Electrical Engineering |
| 9 | Dr. Navnath Dhondiba Sangle | Head of Department – Basic Sciences |
| 10 | Mr. Sachin Kishore Patil | In-Charge, Quality Management System & Estate |
| 11 | Mr. Suresh Abasaheb Patil | PRO and In-Charge, Employee Development Cell |
| 12 | Mr. Rohit Prakash Rajput | In-Charge, Alumni Association |
| 13 | Mr. Akhtarhusain Mubarak Pirjade | In-Charge, Workshop |
| 14 | Mrs. Sunita Sunil Shinde | In-Charge, Counseling Cell |
| 15 | Ms. Rupali Ramesh Jagtap | In-Charge, Student Professional Activities Cell |
| 16 | Mr. Sandip Sukumar Lavate | In-Charge, Gymkhana |
| 17 | Mr. Sunil Ramdas Rawal | In-Charge Registrar |
| 18 | Mr. Rajendra Vasant Pethkar | Chairman, Central Library |

* **The mechanism and composition of grievance addressal system:**

The institute has a grievance addressal mechanism and system in place. Decentralized functioning being quite effectively practiced, the redressal of majority of the grievances is eventually taken care by respective department and the faculty. A few common grievances are dealt with at the level of the Vice-Principals. To take care of any major grievance a central grievances addressal committee is constituted. To address the women’s complaints, women’s grievances addressal committee is in place. The issues of hostel students are considered by an anti-ragging committee. Moreover suggestions box has been kept for the students. The compositions of different grievance addressal committees are given below.

**Central Grievances Addressal Committee:**

|  |  |  |
| --- | --- | --- |
| Sr.No. | Name | Designation |
| 1 | Shri. Rajendra Ramchandra alias Chimanbhau Dange | Chairman |
| 2 | Prof. Rafiq Abu Kanai | Member |
| 3 | Shri. Laxman Yadu Waghmode | Member |
| 4 | Shri. Shrikant Sadashiv Katre | Member |
| 5 | Dr. Satish Bandopant Bapat | Member |
| 6 | Shri. Sunil Namdev Shingare | Member |
| 7 | Dr. Sanjay Pandurang Patil | Member-Secretary |

**Women’s Grievances Addressal Committee:**

|  |  |  |
| --- | --- | --- |
| Sr.No. | Name | Designation |
| 1 | Ms. S. F. Bhope | Chairman |
| 2 | Mrs. V. M. Vairat | Member |
| 3 | Mrs. S. K. Jadhav | Member |
| 4 | Dr. S. B. Bapat | Member |
| 5 | Mrs. S. H. H. Mulla | Advocate |
| 6 | Smt. V. A. Bapat | Social Worker |
| 7 | Mrs. S. S. Bidwai | Member |
| 8 | Shri. S. S. Katre | Member |

**Anti-Ragging Committee:**

|  |  |  |
| --- | --- | --- |
| Sr.No. | Name | Designation |
| 1 | Dr. S. P. Patil | Chairman |
| 2 | Shri. S. N. Shingare | Management Representative |
| 3 | Shri. L. Y. Waghmode | Member |
| 4 | Shri. S. S. Katre | Member |
| 5 | Mr. R. P. Rajput | Member |
| 6 | Ms. S. F. Bhope | Member |
| 7 | Shri. B. N. Khangaonkar | Member |
| 8 | Shri. Surendra Shiralkar | Member |
| 9 | Dr. S. B. Bapat | Member |

**I-I.2.4 Transparency and availability of correct/unambiguous information (5)**

**Dissemination and Availability of institute/program specific information through the web:**

* The institute has hosted its own website which is updated as and when required. The institute and programme specific information is made available to all aspirants through the web-site.
* The web-site URL is: www.adcet.org.in

**Formation of a Cell in accordance with the provisions of Right To Information Act, 2005:**

* The institute functions with perfect decentralized administration that has complete transparency in its functioning.
* The institute has formed a RTI cell that provides the correct/unambiguous information as and when it is demanded.
* The composition of RTI cell is given below:

|  |  |  |
| --- | --- | --- |
| S. N. | Name | Position |
| 1 | Shri. Rajendra Ramchandra alias Chimanbhau Dange | Appellate Officer |
| 2 | Dr. Sanjay Pandurang Patil | Information Officer |
| 3 | Shri. Laxman Yadu Waghmode | Assistant Information Officer |

**I-I.3 Budget allocation and its utilization (10)**

(Summary of current financial year’s budget and the actual expenditures incurred (exclusively for the College/Institute) for three preceding financial years)

(Figures in Rs. Lacs)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Budgeted in CFY** | **Expenses in CFY (till Nov.2009)** | **Expenses in CFYm1** | **Expenses in CFYm2** |
| Acquisition of land and new buildings and infrastructural built-up | 200 | 51.16 | NIL | NIL |
| Library | 25 | 0.71 | 10.98 | 3.89 |
| Laboratory Equipment | 150 | 14.93 | 39.65 | 45.54 |
| Laboratory Consumables | 2.0 | 1.31 | 1.14 | 1.24 |
| Teaching and Non-teaching staff salary | 300 | 164.21 | 216.64 | 156.18 |
| Travel | 2.0 | 0.90 | 1.57 | 0.94 |
| Others (building rent, telephone, electricity, affiliation fees, vehicle M& R, hospitality and miscellaneous) | 150 | 34.24 | 142.24 | 111.67 |

**I-I.4 Library (25)**

**I-I.4.1 Library space and ambience, timings and usage (5)**

Carpet area of library: **1370 Sq. M.** Reading Space: **488 Sq. M.** No. of seats in reading space**: 180**

No. of users (Issue book): **190** **per day** No. of users (Reading Space): 100  **per day**

Timings: Academic working day**: 8 AM to 8 PM** Academic Weekend**: 8 AM to 4 pm** Vacation: **9 AM to 4.15 PM**

**I-I.4.2 Availability of a qualified librarian and other staff, Library automation, online access, networking (5)**

No. of library staff: **05**  No. of library staff with degree in library: **02**

Computerization for search, indexing, issue/return records: **Yes** ~~No~~

Bar-coding used: **Yes** ~~No~~

Library services on internet/intranet: **Yes** ~~No~~

INDEST or other similar membership: **Yes** ~~No~~

**I-I.4.3 Variety of titles and the volumes per title (5):**

No. of titles: **3735** No. of volumes: **15179**

|  |  |  |  |
| --- | --- | --- | --- |
| Year | No. of New Titles added | No. of New Editions added | No. of New Volumes added |
| CFYm2 | 137 | 19 | 1078 |
| CFYm1 | 243 | 23 | 4505 |
| CFY | 13 | 01 | 333 |

**I-I.4.4 Journal subscription and internationally acclaimed titles (5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | No. of Technical Magazines/ Periodicals | No. of Total Technical Journals subscribed | | Internationally acclaimed titles in (originals, reprints) |
| In Hardcopy | In Softcopy |
| CFYm2 | 11 | 4 | Springer Link Online | NIL |
| CFYm1 | 28 | 23 | Science Direct: 161 | 10 |
| CFY | 28 | 23 | Science Direct: 161 | 10 |

**I-I.4.5 Digital library (5)**

Availability of Digital Library contents: Yes ~~No~~

If available,

No. of Courses: 05 No. of Books: Nil Multimedia: 875

Availability of an exclusive server: Yes ~~No~~

Availability over intranet/internet: Yes ~~No~~

Availability of exclusive space/room: Yes ~~No~~

No. of users: 20 Per day

**I-I.5 Academic support units and common facilities for FIRST YEAR Courses (20)**

**I-I.5.1 Core laboratories (Adequacy of space, number of students per batch, quality and availability of measuring instruments, laboratory manuals, list of experiments) (10)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Core Lab Description | Space (sq.m) /No. of Students | No. of experiments | Quality of instruments\* | Lab manuals |
| Physics | 192/20 | 12 | Good | Available |
| Chemistry | 168/20 | 10 | Good | Available |
| Applied Mechanics | 106/20 | 08 | Good | Available |
| Basic Civil Engineering | 106/20 | 12 | Good | Available |

\*All labs have sufficient no. of equipments and measuring instruments to carry out all prescribed experiments. All equipments are maintained in good working conditions.

**I-I.5.2 Central computing laboratory (4)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Computing Lab | Space(sq.m) | No. of  Computers | Variety of  SWs | Usage/Timings | Lab Assistance? |
| Central Computing Facility | 304 | 100 | System and Application | 9 AM to 10 PM | Available |

**System SWs:** Windows XP, Vista, Linux, (RHCE4), Novell Netware ETC.

**Application SWs:** MATLAB, CATIA V5, ANSYS, Auto-CAD, Turbo C++, J-Creator, IBM Rational Suite, Dot

Net, Flash, Xilinx, ETAP, Lab-view, Financial accounting system, academic monitoring system

**I-I.5.3 Manufacturing practices laboratory (4)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Lab Description** | **Space/No. of Students** | **No. of experiments** | **Quality of instruments** | **Lab Manuals** |
| Machine Shop | 200/20 | 02 | Good | Provided |
| Fitting | 200/22 | 01 | Good | Provided |
| Carpentry | 200/22 | 02 | Good | Provided |
| Welding | 100/22 | 02 | Good | Provided |
| Smithy Forging | 100/22 | 02 | Good | Provided |
| Tin Smithy | 100/22 | 01 | Good | Provided |

**I-I.5.4 Language laboratory (2)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Language Lab | Space/No. Students | Type of experiments | Quality of instructions | Guidance/  Learning |
| Language Laboratory | 60/20 | * Phonetics * Grammar * Conversations * Group Discussion * Personal Interviews * Public Speaking * Telephonic Skills * Letter Writing and Curriculum Vitae Writing * Reporting * Soft Skills | * Demonstration of the background * Visualization through audio-visuals * Performance | * Basic study material is provided. * Lab manuals are provided. * Optional software. |

**I-I.6 Internet (5)**

Internet Provider: **Bharat Sanchar Nigam Limited (BSNL)** Band-Width: **10 Mbps**

Access Speed: ~~Poor~~ ~~Good~~ **Excellent**

Availability:

* Availability in an exclusive lab for internet use: **Yes** ~~No~~
* Availability in most computing labs: **Yes** ~~No~~
* Availability in departments and other units: **Yes** ~~No~~
* Availability in faculty rooms: **Yes** ~~No~~

**I-I.7 Co-curricular and extra curricular activities (10)**

**I-I.7.1 Co-curricular and extra-curricular activities, e.g., NCC/ NSS, cultural activities etc. (5)**

Not all learning at ADCET is confined to the classroom. Besides curricular activities, students are engaged in co-curricular and extracurricular activities. This is normally done by students associations and student chapters. Field trips, co-curricular and extra-curricular activities provide opportunities for students to explore new fields of interest, cultivate leadership skills, and learn teamwork. All ADCET students participate in a wide-range of activities which currently include the production of weekly news letter, performing arts, participation in programming and quiz contests and paper presentation contests. Most of these activities are suggested by the students themselves. From publishing the news letter to running the student council and other associations, the ADCET students are always engaged in developing a dynamic culture, fostering collaboration and cooperation.

**Co-curricular activities:**

Each year there is an abundance of stimulating programs and activities from which students may select, for provocative and important use of their out of classroom time. Broadly known as co-curricular activities, these opportunities for involvement are an integral part of college life, offering students additional avenues in which to explore their talents, passions and interests. Participating in co-curricular activities, our students continue to apply what they learn in the classroom to enhance their knowledge and performance.

* As a part of co-curricular activities, paper presentation contest, quiz contests, project exhibitions and robotic competitions are organized in the institution and students are encouraged to participate in such events.
* Every year institute arranges national level and university level paper presentation contest and project competitions. The details are given in Table below.

|  |  |  |  |
| --- | --- | --- | --- |
| **S. N.** | **Event** | **Facilities** | **Participants** |
| 1 | “Discovery” – A National Level Technical Symposium | Seminar Rooms, LCD, PCs, OHP, Accommodation | Students from Engg. Institutes from all over India |
| 2 | “PROFEST” – A State Level Project Competition | Laboratories, LCD, PCs, Accommodation | Students from Engg. Institutes from all over Maharashtra |
| 3 | “Ingenious” – An University Level Technical Symposium | Seminar Rooms, Laboratories, LCD, PCs, OHP, | Students form Engg. Institutes and Management Institutes in Shivaji university |
| 4 | “Synergy” – An University Level Technical Symposium | Laboratories, LCD, PCs, OHP | Students form Engg. Institutes and Management Institutes in Shivaji university |

* Industrial visits are arranged every semester for the students to get acquainted with the industrial environment.
* Guest lectures of entrepreneurs are arranged for the motivation of the students.
* Training programmes are arranged from various professional trainers.

**Extra Curricular Activities:**

Activities undertaken throughout the year:

* **Publication of weekly news letter**

ADCET students publish a weekly newsletter “Engineers of India” with the objective of establishing connectivity among the students of Shivaji University. The newsletter focuses on the current happenings in the world, campus placements and information on various entrance examinations for PG admissions.

* **Sports**  
  Sports week is celebrated by organizing various sports events like Long Jump, Volleyball, Table Tennis, Cricket, Chess, and Carom and winners are awarded medals on Annual Day.
* **Performing Arts**  
  Every year, a cultural programme named “SNEHA” is held to encourage students to participate in performing arts. This program is very useful to bring out latent talent of students. Various events like singing, playing musical instruments, drama, monoacting, mimicry, and dance are arranged.
* **Adventure Activities**  
  Adventure activities such as Trekking, Mountaineering are held for interested students during vacation.
* **Literature**In order to encourage students to participate in literary activities; the institute publishes annual magazine “DNYANADA”. Dnyanada provides students an opportunity to express their feelings and showcase their hidden talents in variety of fields like writing articles and poems, technical articles, painting and photography skills.
* **Other Activities**  
  Personality Development and Yoga/Meditation are held to enlighten the students about a spiritual part of growth in themselves. Such activities are held on a regular basis that ensures in the holistic development in the students.

**I-I.7.2 Sports grounds and facilities (5)**

The institution has a huge sports ground. There are well equipped gym and sports kits. Students are encouraged to participate in various zonal and inter-zonal tournaments; they are paid daily allowances and travelling expenses. Students are provided with various sports kits and equipments. They participate in inter collegiate and inter University matches. Sports week is celebrated every week with various sports events like Long Jump, Volleyball, Table Tennis, Cricket, Chess, and Carom etc. Institute sport ground has following facilities:

* Cricket ground
* Running track
* Long jump facility
* Volleyball track
* Football ground
* Basket ball court

To manage all sport activities, a well qualified physical education faculty is appointed.

The institute has a well equipped gym facility. The various equipments available are listed below:

|  |  |  |
| --- | --- | --- |
| **S. N.** | **Equipment** | **QTY** |
| 1 | Nine Station Multi-gym | 01 |
| 2 | Squat Machine | 01 |
| 3 | Smith Machine | 01 |
| 4 | T – Bar | 01 |
| 5 | Seated Calf Machine | 01 |
| 6 | Abdominal Machine | 01 |
| 7 | Incline Bench | 01 |
| 8 | Decline Bench | 01 |
| 9 | Flat Bench | 01 |
| 10 | H-Bar | 01 |
| 11 | Triceps Bar | 01 |

**I-I.8 Career guidance, Training, placement and Entrepreneurship cell (15)**

**I-I.8.1 Effective career guidance services including counseling for higher studies (5)**

An important part of the mission of the Institute is to improve the quality of the graduate student experience. To that end, we spend a considerable amount of time talking with students about their goals, concerns, and suggestions for improving their experience. The Institute is working towards enhancing the institutional culture to better serve the needs of an ever-changing and dynamic learning community. ADCET offers career guidance on all aspects of career planning, job searching, and post-graduate studies. We provide individual counseling through scheduled appointments. In career services, we work with students and alumni/alumnae toward the following goals:

* Broad exploration of various career options
* Pursuing post graduate studies
* Finding work that is consonant with one’s values, such as long-term economic stability, intellectual challenge, professional prestige, working toward a sustainable environment, and/or balancing family and work.

These goals are achieved through following:

* We maintain substantial databases of jobs, part-time and full-time post-graduate programmes, and help students prepare for their job search through assistance with resumes and interviewing practice.
* We assist students with the application process to post-graduate and professional schools, including advising on optimal application strategies, reviewing personal statements.
* The institute library is resourced with up-to-date resources on career fields, post-graduate programs and information on potential employers.
* We bring alumni/alumnae to campus to participate in seminars on career fields and post-graduate study, and we also manage a network of alumni career advisors who have agreed to talk to our students.
* We run on-campus recruiting program through which employers come to represent their organizations to our students, as well as interview them for permanent positions.
* Employers often visit our campus to speak with students in small groups. Sometimes the sessions are planned for students participating in on-campus recruiting programmes.
* We encourage students to try new techniques and expand their skills.
* We let students know that mistakes lead to better learning. Share a less-than-successful experience of your own and what it taught you.
* We encourage students to appear for GATE and other such examinations and provide special guidance.
* We reassure students of their skills and abilities to succeed.
* We teach students how to break large scholarly tasks into smaller, more manageable ones to avoid becoming overwhelmed.

**I-I.8.2 Training and placement facility with training-n-placement officer (TPO), industry interaction for training/internship/placement (5)**

The Institute has established a Training and Placement Cell headed by Training and Placement Officer of Assistant Professor Grade. The activities of the Cell Includes:

* Strengthen Industry-Institute Interaction.
* To prepare a comprehensive list of industries.
* To visit industries frequently to explore possibilities of students recruitment through campus interviews
* To prepare list of students along with bio-data eligible for various interviews.
* To conduct programmes for students in areas like personality development, communication skills with help of HRD Committee.
* To help students to get vocational training in industries during vacation.
* To make facilities available for the smooth conduct of interviews by visiting industry personnel.
* To prepare alumni records and update them.
* To arrange Alumni meet every three years

**I-I.8.3 Entrepreneurship cell and incubation facility (5)**

Entrepreneurs assemble resources including innovations, finance and business acumen in an effort to transform innovations into economic goods. This may result in new [organizations](http://en.wikipedia.org/wiki/Organization) or may be part of revitalizing mature [organizations](http://en.wikipedia.org/wiki/Organization) in response to a perceived opportunity. The most obvious form of entrepreneurship is that of starting new [businesses](http://en.wikipedia.org/wiki/Business); however, in recent years, the term has been extended to include social and political forms of entrepreneurial activity. Given entrepreneurship's potential to support economic growth, it is the policy goal of our institute to develop a culture of entrepreneurial thinking. This is done by integrating entrepreneurship into education system. The Entrepreneurship and Incubation centre at ADCET fosters creativity and offers support in translating ideas to businesses. The aim is to nurture the spirit of entrepreneurship among talented and ambitious students. The Incubation Centre offers on-site business facilities to aid entrepreneurship among students. The facilities on campus include office space, computers, printers, communication systems, and Internet connectivity etc. It also provides a meeting room for discussion, to propel ideas and to network.

**Professional Mentoring and Business Advice:**

The incubation centre would enable students to reshape their business plans to commercial models and to make it a success. The centre would help students:

* To look in to the procedures, methodology, access funding, mentoring among other activities which are vital to setting up and sustain a business.
* Provide valuable management and consultancy advice that they will almost certainly need to guide them through the entire how's, why's, what's and when's of business.
* Impart the hand holding support that most start-ups need, to enable them to move forward and experiment with business models.

The Incubation Centre also has connections with organizations and individuals, to encourage students and help them draw on a bigger canvas and facilitate sources of funding for their projects. It provides a business environment, to think and act like entrepreneur. This centre will bring together student innovators, entrepreneurs, Alumni, venture capitalist, bankers, subject experts and mentors to provide an ecosystem that will help students understand the processes and policies related to commercializing their business plans.

**I-I.9 Safety norms and checks (5)**

(Specify how safety norms and checks carried out in buildings, laboratories (e.g. those using hazardous chemicals, high voltages etc.) and other critical installations. Comment on how checks are conducted and how frequently are these carried out.)

1. Earthquake resistance: The building has been designed to resist earthquake (ductility provisions)
2. Fire Safety norms and Checks:

As per Indian standard code (IS 14435: 1997) the building complies with following norms

* Sufficient fire extinguishers are provided. (Total 10)
* Non-combustible materials used for construction and staircase walls with minimum 2h rating.
* Three staircases have been provided with no point in floor is more than 30m farthest from nearest exit.
* Exit signs and floor indication boards are fixed at strategic locations.
* All classrooms have two exit doors.
* All passageways are 3 m wide and staircase width is minimum 1.7 m and 4.8 m.

1. Chemistry Laboratory:

* Eye flush equipment, Fire extinguisher is provided.
* Posters for proper use are displayed.
* Separate room for storing and preparing of hazardous chemicals.
* Safe disposal of chemicals.

1. Electrical equipments:

* Electricity Generator housed out of institute building.
* MCBs are used at all electrical installations.
* Sufficient Earth connections are provided ( 3 for institute building and 2 for workshop)

1. Workshops:

* All rotating part machines are provided with protective guards.
* List of Do’s and Don’ts displayed for student’s information.
* It has been made mandatory to wear aprons.

**CHECKS ON SAFETY NORMS**

|  |  |  |
| --- | --- | --- |
| S. N. | Details of Check | Frequency |
| 1 | All electrical equipments and installations are checked at start of semester | Half Yearly |
| 2 | All electrical & mechanical machines are inspected at start & mid semester | Quarterly |
| 3 | Fire extinguishers are recharged after expiry date of constituents. | - |
| 4 | Discharge of waste chemicals is done only after pH neutralization | - |
| 5 | Earthings are checked for conductivity. | Annually |

**I-I.10 Emergency medical care and first-aid (10)**

**I-I.10.1 Medical staff to provide first-aid and medical help in emergency:**

A well equipped hospital is situated in the campus. The same facility is made available in case of emergency medical treatment. The details of the facility are given below.

No. of medical practitioners: 11 No. of nursing staff: 05

**Medical facility within the institute/college:**

Round the clock medical facility for Student’s health checkups is available with following facilities:

**Pathology:**

* All types of examinations of blood (e. g CBC, ESR, Urine test, R.A. test, blood sugar, kidney and liver function test, etc.)

**Radiology:**

* USG
* Various types of x-rays

**Indoor Facility:**

* EEG Facility
* ECG Facility
* Panchakarma facility under special Ayurvedic treatment
* Physiotheraphy facility under recognized physiotherapist

Besides these facilities, every department has a first-aid kit facility.

**I-I.10.2 Availability of ambulance services (response times and medical facility):**

No. of ambulances within the institute/college: 01

Facility in ambulances:

* Oxygen Cylinder
* Well trained doctor and nursing staff
* Strature
* Emergency medicine kit
* I/V Facility
* ECG Facility

Response time in calling ambulance services from outside: 5 to 30 minutes.

**Criterion II: Evaluation and Teaching-Learning Process**

**II-I.1 Evaluation system (40)**

**II-I.1.1 Published schedule in academic calendar for assignments/mid-semester tests, distribution of corrected scripts (10)**

**Academic Calendar:**

Academic calendar is prepared and published prior to beginning of each academic year. The activity calendar shows the start and end of each semester stating various programmes to be conducted, the internal evaluation schedule and the tentative schedule of external evaluation. The start and end of each semester is prescribed by the university.

|  |  |  |
| --- | --- | --- |
| **S. N.** | **Activity** | **Date** |
| Semester-I | | |
| 1 | Start of semester | 1st July 09 |
| 2 | Foundation Day | 24th July 09 |
| 3 | Independence Day Program | 15th August 09 |
| 4 | Students feedback | 22nd September 09 |
| 5 | Ganesh Pooja | 23th August 09 |
| 6 | Discovery 2009 | 26th September 09 |
| 7 | Teachers’ Day | 5th September 09 |
| 8 | Engineers’ Day & Fresher’s Welcome | 26th September 09 |
| 9 | End of academic term | 30th September |
| 10 | Tentative period for S. U. Practical and Oral exams. | 10th to 30th October 09 |
| 11 | End of semester | 31st October 09 |
| 12 | SU end semester examinations | 16th to 10th December 09 |
| Semester-II | | |
| 1 | Start of semester | 4th January 2010 |
| 2 | Annual Sports | 23rd to 28th January2010 |
| 3 | Republic Day | 26th January 2010 |
| 4 | Annual social gathering ( SNEHA) | January 29th and 30th 2010 |
| 5 | Parents’ meet | 7 February 2010 |
| 6 | Attendance review | 22nd February 2010 |
| 7 | ‘PROFEST’ 2010 | 13th March 2010 |
| 8 | Repeat turns for practical | Second week of March 2010 |
| 9 | Alumni meet | 22nd March 2010 |
| 10 | Dnyanada Magazine Publication | 22nd March 2010 |
| 11 | End of academic term | 3rd  April 2010 |
| 12 | Tentative period for S. U. Practical and Oral exams. | 8th to 25th April 2010 |
| 13 | End of semester | 15th May 2010 |
| 14 | SU end semester examinations | 16th May to 30th May 2010 |

**Note: 1. Weekly tests will be conducted on every Saturday**

**2. Distribution of corrected script and declaration of results will be within week**

**II-I.1.2 Maintenance of Course files – class deliveries and their closeness and mapping with Program Educational Objectives (PEOs) (15)**

(Produce sample (best and average quality) course files, handouts showing course deliveries mapped with the identified PEOs. In case of an affiliated college, there may be a provision of teaching additional topics and supplementary tests/examinations in order to achieve the identified PEOs. This exercise is aimed at to assess the provision and ability of the college to do the above in order to achieve the stated PEOs.)

Central academic monitoring cell is formed to monitor the maintenance of course files and class deliveries. This cell is headed by Vice-Principal Academic and class monitors for each class are the members of the cell. This cell provides the guidelines for preparation of course files, planning of weekly tests and maintenance of attendance records. Computerized academic monitoring system is in place.

**Maintenance of Course Files:**

For each course, a course file is prepared by the concerned faculty. The course file consists of following items.

* Teaching plan:

Teaching plans for each and every course are prepared by the faculty. Whole syllabus is divided into six equal units and 36 or 48 lectures as per the teaching scheme prescribed by the university.

* The course objectives are defined for each course in line with the PEOs.
* Lesson plan:

Lesson plans are prepared for each lecture in the teaching plan. The lesson plan encompasses the aim, rationale, learning outcomes and the assessment of outcomes. A sample lesson plan Proforma is given below.

**Sample lesson plan Proforma:**

|  |  |
| --- | --- |
| Subject: |  |
| Program: |  |
| Topic:   * Consider the link to previous topic |  |
| Aim:   * What I want students to learn |  |
| Rationale:   * Is this an important syllabus topic? * Is this really useful to them? | This is important because … |
| Learning outcomes:   * What I want them to be able to do at the end to of the lesson? | At the successful conclusion of this lesson you will be able to (do the following): |
| Key words:   * This will give students a very useful glossary of key words and terms | The following terms and concepts are very important: |
| Teaching strategies:  How I help students to learn through:   * Motivation * Conversation, and, * Practice to achieve the learning outcomes |  |
| Assessment:   * How will I know the extent to which the outcomes are achieved? |  |
| Resources:   * What will I use to support learning? This can include journal articles, book chapters, videos, websites etc. |  |

* Question Bank:

Question banks are prepared for each topic in the course based on the course objectives and considering the nature of the university question papers. The previous question papers of University are also maintained in the course files.

* Transparencies and PPTs are included as per the lesson plan requirement.
* Assignment questions and test question papers along with model solutions are included in the course files.

**Class Deliveries:**

* Monitoring of class deliveries as per the time table is done by the monitoring cell.
* Monthly review of syllabus coverage is conducted and necessary corrective measures are suggested.
* The attendance of students is monitored continuously and defaulter students are counseled.
* Academic diaries are provided to maintain the attendance record for each theory/ laboratory course and the performance of students in tests.
* The student attendance along with test performance is communicated to parents by the monitoring cell.

**Additional curriculum:**

* Additional curriculums are created for each programme to meet its PEOs.
* The implementation of this curriculum in terms of course files, class deliveries and assessment is monitored by the monitoring cell.

**II-I.1.3 Quality of problems in assignments/tests/semester examinations and their closeness and mapping with Program Educational Objectives (PEOs) (15)**

(Produce sample (best and average quality) assignment sheets, lab sheets, test/examination question papers along with model solutions to assess how the PEOs are achieved by examining students’ knowledge through assignments and examinations. In case of an affiliated college, there may be a provision of additional/supplementary tests/examinations to examine the additional subject topics covered to achieve the identified PEOs.)

In order to assess the achievement of identified programme educational objectives of each programme, the institute has following mechanisms in place:

**Assignments:**

* Question banks are prepared for each topic in the course based on the course objectives and considering the nature of the university question papers.
* Assignment problems are chosen from such question banks.
* Model solutions for assignment problems are prepared by concerned faculty.
* Continuous assessment system is implemented for assessment of assignments.

**Laboratory Work:**

* Laboratory plans are prepared for each laboratory course. This plan includes number of experiments as prescribed in the curriculum. Apart from this, two additional experiments/case studies are included in the plan.
* Laboratory manuals are prepared for all the experiments in the plan and are provided to the students at the time of practical.
* At the end of each experiment few assignment questions/problems are given.
* Continuous assessment system is also implemented for assessment of laboratory work. The assessment is done on the basis of timely submission of laboratory sheets, understanding of the experiment through oral questions and participation in performing the experiment. Neatness of the laboratory sheet is also given weightage in the assessment.

**Weekly tests:**

* Besides the university examinations additional weekly tests are conducted to achieve the identified PEOs.
* Weekly tests are planned and conducted on every Saturday. The schedule of such tests is published in the academic calendar.
* Two tests are scheduled per course in a semester.
* Test question papers are set based on the question banks available.
* Test papers are assessed based on the model solutions.
* Corrected scripts are distributed to students and results are declared within one week.
* The test results are also communicated to parents.

**Assessment of additional curriculum:**

* Institute has created and implemented an additional curriculum for each programme.
* Institute has a provision of additional tests/examinations to examine the additional subject topics covered in the additional curriculum to achieve the identified PEOs.
* At the end of the additional course, the tests are conducted for assessment of the course objectives.
* Test papers are assessed on the basis of model solutions and the corrected scripts are distributed to students.

**II-I.2 Tutorial classes/ remedial classes/ mentoring (20)**

**II-I.2.1 Tutorial classes to address personal level doubts and queries: size of tutorial classes, hours per subject in timetable (10)**

Provision of tutorial classes in the time table: Yes ~~No~~

Tutorial sheets: Yes ~~No~~

Tutorial classes taken by: Faculty/~~Teaching Assistants/Senior students/others:~~

No. of tutorial classes per subject: 01 per week No. of students: 20 per tutorial class

No. of subjects with tutorials: 1st year: 04 2nd year: 07 3rd year: 05 4th year: 08

**II-I.2.2 Remedial classes and additional make-up tests to help academically weaker students: list of remedial classes, schedule of classes/tests and students’ lists (5)**

**Remedial Classes:**

Provision of remedial classes in the time table: Yes ~~No~~

No. of subjects having remedial classes:

* 02 Subjects per course out of total: 05 (Avg.) subjects per semester per course

No. of students having remedial classes:

* 20% (Avg.) students out of total students in a semester for a course

No. of hours of remedial classes:

* 01 per subject per week

**Make-up Tests:**

Provision of make up tests in academic calendar: Yes ~~No~~

No. of subjects having make-up tests:

* 02 Subjects per course out of total: 05 (Avg.) subjects per semester per course

No. of students having make-up tests:

* 20% (Avg.) students out of total students in a semester for a course

No. of hours of make up tests:

* 01 per subject per week

**II-I.2.3 Mentoring system to help at individual levels (5)**

The Institute is working towards enhancing the institutional culture to better serve the needs of an ever-changing and dynamic learning community. Effective mentoring begins with the faculty. When it comes to academic success and persistence, there is no substitute for a healthy relationship between faculty and students.

Mentoring and Guidance provides encouragement to the students as under:

* Encourage students to discuss their ideas.
* Encourage students to try new techniques and expand their skills.
* Let students know that mistakes lead to better learning. Share a less-than-successful experience of your own and what it taught you.
* Reassure students of their skills and abilities to succeed.
* Teach students how to break large scholarly tasks into smaller, more manageable ones to avoid becoming overwhelmed.

**Mentoring system to help at individual levels:**

There are minimum twelve faculties in each program working as guardians / mentors for the students. Each faculty looks after 15 students. The faculty monitors their progress and reports to In-charge of counseling cell. This mentoring is for over all development of the student. Professional guidance is provided by arranging lectures of eminent personalities from academics, industry and social workers. Lectures of faculty from other institutions are organized. A counseling sheet is maintained by faculty where all details of the students of his/her group are recorded. History cards of the students are prepared in which attendance, examination marks and family details are recorded. The same card is continued till the student completes his graduation.

Type of Mentoring: Professional Guidance/Career advancement/Course work specific/Lab specific/Total development (Mentoring covers all types of guidance)

No. of faculty mentors: 12 per programme No. of students per mentor: 15

Frequency of meeting: ~~Weekly/Monthly/No. per semester~~/Need based/~~other~~

**II-I.3 Teaching evaluation process: Feedback system (30)**

**II-I.3.1 Design of Proforma and process of feedback evaluation (5)**

No. of feedback items: 07 No. of levels: 04

Space for descriptive feedback/suggestions: Yes ~~No~~

Any consistency check: Yes ~~No~~

Any performance/attendance profile: Yes ~~No~~

Frequency of feedback collection: Once in a semester

Feedback collection: Hard-copy/~~Web-based~~

**II-I.3.2 Feedback analysis and percentage of students’ participation (5)**

Feedback collected for all courses: Yes ~~No~~

**The feedback collection process:**

Who collects the feedback?

* Feed back forms are given to student CR who distributes them amongst all students. The forms are again collected by the CR and are given back to the HOD.

When feedback is collected?

* In the mid of the semester

Percentage of students participating:

* Hundred percent students present at that time

**The feedback analysis process:**

Is this done manually?

* Yes

What metrics are calculated?

* Percentage of ‘E’, Vg’, ‘G’ and ‘F’ is calculated

What is inferred from the metrics?

* If percentage of ‘Excellent’ (E) comment is high, then it indicates that the rapport between teacher and students is nice and the students understand the teaching.
* High percentage of ‘very good’ (Vg) and ‘good’ (G) indicates efforts are being taken by the faculty and still there is a scope for improvement.
* High percentage of ‘fair’ (F) indicates less involvement of the faculty and poor rapport with the students. The faculty needs to do hard work and counseling is needed from senior faculty.

How are the comments used?

The comments are analysed by the concerned HOD and Vice-Principal (Academic) and are discussed with the concerned faculty individually. Suggestions for improvement in teaching performance are given if required.

**II-I.3.3. System of reward / corrective measures etc. (10)**

Basis of reward/corrective measures:

**System of Reward:**

Best performing faculty based on the feedback received from the students is rewarded by issuing a letter of appreciation. Performance rating of faculty through student feedback system is one of the factors in evaluating the annual performance of the faculty. Based on the annual performance of the faculty the annual increments are released.

**Corrective Measures:**

The faculties performing below average are asked for written explanation and counseled to improve their performance in future.

Were extraneous factors like hard/soft attitude of the instructor considered? ~~Yes~~ No

Was result considered? Yes ~~No~~

No. of awards: in CAY: 18 in CAYm1: 18 in CAYm2:18

No. of corrective action: in CAY: 02 in CAYm1: 04 in CAYm2: 03

**II-I.3.3 Any feedback mechanism from alumni, Parents and industry (10)**

**The mechanism of feedback collection and analysis:**

The institute has a mechanism for collection of feedback from alumni, parents and industry. Every year parents meet is arranged to discuss on issues like teaching learning process, infrastructural facilities, performance of their wards and placement activity. Parents are allowed to give feedback orally and in written form. A feed back form is developed for this purpose. Institute has a registered alumni cell in place. Alumni meet is arranged every three years to interact and receive constructive suggestions for future institutional development and to enhance industry-institute interaction and the placement activity. At the time of meet feed back is taken in written form. Feed back is also received through e-mail. Feed back from the industry is also collected where our alumni is working.

No. of feedback received: in CAY: 50 in CAYm1: 30 in CAYm2: 20

Typical corrective actions:

The feed back received is analysed and the suggestions/comments are divided into following categories:

* Teaching-Learning process development
* Infrastructural Development
* Curriculum development
* Amenities and other facilities

Based on the suggestions a time bound action plan is prepared and executed.

**II-I.4 Self Learning and Learning beyond syllabus (20)**

**II-I.4.1 Generation of self-learning facilities and motivation (10)**

Self-learning is promoted in the institute by generating self-learning facilities under various modes. Students are encouraged for self-learning by personal counseling and organizing various contests. Following are the various modes of self-learning and facilities created therein.

**Web-based Learning:**

The Internet is an open information system in which various sources of information, media and materials such as texts, images, video sequences can be linked together in diverse ways to form so-called self-learning environments. Internet offers new possibilities to structure, represent, adapt and integrate various learning content and materials. Furthermore, due to its interactivity, learners can process the material in accordance with their individual preferences and strategies at any time and from any place provided an internet connection is available. They may select and examine from a large pool of information only those pieces necessary to meet their learning objectives. Hence, the potential of the Internet self-learning mode is considered to be very high. The institute has created Central internet facility with 10 Mbps leased line and 100 computer terminals facility to promote and motivate students to self-learning.

**Learning with Multi-media:**

* Availability of course material on intra-net
* Digital library facility
* Language lab facility
* Availability of video lectures in CD form
* LCD projectors for presentation

**Classroom Presentations:**

* Allowing students to prepare and present topics from curriculum
* Arranging presentation on non-technical topics

**Technical Symposiums:**

* Organizing annual events like, DISCOVERY, PROFEST, programming and Quiz contests
* Motivating students to participate in inter-college events for paper presentation and project exhibitions

**II-I.4.2 Availability of learning beyond syllabus contents and promotion (10)**

In order to meet the stated PEOs of each programme, an additional curriculum is designed and implemented. The programme specific details of additional curriculum are given below:

**First Year Common Courses:**

|  |  |  |  |
| --- | --- | --- | --- |
| Sem/ Year | Topics | Teaching (Hrs) per Week | Total(Hrs) |
| I/ FE-I | MS Office | 02 | 20 |
| II/ FE-II | Group Presentation | 02 | 20 |

**Mechanical Engineering:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sem/ Year | Topics | Objectives/ Outcomes | Teaching (Hrs) per Week | Total(Hrs) |
| III/ SE-I | Soft skill development | 6 / k | 02 | 20 |
| IV/ SE-II | Paper Writing and Paper presentation skills | 4/ i, j | 02 | 20 |
| V/ TE- I | Introduction to ANSYS | 1, 5 / b, d | 02 | 20 |
| VI/ TE- II | Interview Techniques | 4,5/j, k | 02 | 20 |
| VII/ BE- I | Value Education | 4 / f, i, j | 02 | 20 |
| VIII/BE-II | MPSC, UPSC Other Exam Preparation | 4 / f, i, k | 02 | 20 |

**Electronics and Telecommunication:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sem/ Year | Topics | Objectives/ Outcomes | Teaching (Hrs) per Week | Total(Hrs) |
| III/ SE-I | Soft skills development and  Spoken English | 6/b | 02 | 20 |
| IV/ SE-II | PCB Design  GD & Aptitude Test | 2/ d, 6/ k | 02 | 20 |
| V/ TE- I | Crash Course on VLSI & Embedded System Design | 3/ c | 02 | 20 |
| VI/ TE- II | GATE/GRE Preparation  Verilog Simulation | 1/ i | 02 | 20 |
| VII/ BE- I | Crash Course on VLSI & Embedded System Design  Demonstration of satellite Trainer Kit | 1/c, 2/d | 02 | 20 |
| VIII/BE-II | PC Maintenance & Networking | 2/f | 02 | 20 |

**Information Technology:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sem/ Year | Topics | Objectives/ Outcomes | Teaching (Hrs) per Week | Total(Hrs) |
| III/ SE-I | Macromedia Flash | 2/E | 02 | 06 |
| IV/ SE-II | Linux Operating System | 2/G | 02 | 06 |
| V/ TE- I | Linux Wizards | 2/K | 02 | 06 |
| VI/ TE- II | General Proficiency - I | 5,6/B, C | 02 | 06 |
| VII/ BE- I | Object Oriented Analysis and Design using UML | 3/H | 02 | 14 |
| VIII/BE-II | General Proficiency - II | 5,6/B, C | 02 | 06 |

**Computer Science and Engineering:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sem/ Year | Topics | Objectives/ Outcomes | Teaching (Hrs) per Week | Total(Hrs) |
| III/ SE-I | Spoken English | f/13 | 02 | 20 |
| IV/ SE-II | Awareness of Internet & Computer Networking | c/9 | 02 | 20 |
| V/ TE- I | PC Hardware Maintenance | c/4 | 02 | 20 |
| VI/ TE- II | GATE preparation | e/14 | 02 | 20 |
| VII/ BE- I | Interview Techniques | d/7 | 02 | 20 |
| VIII/BE-II | Software Testing | c/5 | 02 | 20 |

**Electrical Engineering:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sem/ Year | Topics | Objectives/ Outcomes | Teaching (Hrs) per Week | Total(Hrs) |
| III/ SE-I | Spoken and Written English | 6 / h | 02 | 24 |
| IV/ SE-II | MS Windows, MS Office | 3 / f, h | 02 | 24 |
| V/ TE- I | Journal Paper Writing | 1,5,/ i, j | 02 | 24 |
| VI/ TE- II | GATE, IES Preparation | 1 / k | 02 | 24 |
| VII/ BE- I | GATE, IES Preparation | 1 / k | 02 | 24 |
| VIII/BE-II | General Proficiency | 6/ i, j, k | 02 | 24 |

**II-I.5 Faculty Ratio and qualification for FIRST YEAR Common Courses (25)**

**List of faculty members teaching first year courses:**

**First Semester: Academic Year 2008-09**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Faculty | Qualification | Designation | Date of joining college | Department with which associated | Name of the course taught |
| Ms. S. K. Jadhav | M.Sc. B. Ed. (Phy.) | Lecturer | 22/9/2001 | Basic Science | Engg. Physics |
| Ms. A. R. Ingawale | M.Sc. B. Ed. (Phy.) | Lecturer  (CHB) | 01/8/2008 | Basic Science | Engg. Physics |
| Mrs. V. M. Vairat | M.Sc. M. Phil  (Chem.) | Lecturer | 22/9/1999 | Basic Science | Engg. Chem-I |
| Ms. M. V. Patil | M.Sc. M. Phil. (Ph.D.) | Lecturer | 28/7/2005 | Basic Science | Engg. Maths |
| Mr. Jagdale C.G. | M.Sc. B. Ed. (Math’s) | Lecturer | 22/7/2008 | Basic Science | Engg. Maths |
| Ms. N. A. Chirame | M.Sc. (Math’s) | Lecturer | 22/7/2008 | Basic Science | Engg. Maths |
| Mr. S. K. Patil | B. E. M.E.(App.)(Civil) | Lecturer | 24/9/2001 | Basic Science | Applied Mechanics |
| Mr. R. A. Patil | B. E. M.E. (App.) (Civil) | Lecturer | 10/1/2007 | Basic Science | Applied Mechanics |
| Mr. V. Kadam | B. E. M.E. (App.) (Civil) | Lecturer | 1/8/2008 | Basic Science | Applied Mechanics |
| Mr. U. B. Koli | B. E. (Mech.) | Lecturer | 1/6/2006 | Mechanical | Engg. Graphics |
| Mr. A. A. Jadhav | B. E. (Mech.) | Lecturer | 1/1/2008 | Mechanical | Engg. Graphics |
| Mr. R. V. Patil | B. E. (Mech.) | Lecturer | 10/12/2008 | Mechanical | Engg. Graphics |
| Mr. A. A. Patwegar | B. E. (Mech.) | Lecturer | 25/7/2008 | Mechanical | Engg. Graphics |
| Mr. A. M. Pirjade | B. E. M.E. (Mech.) | Lecturer | 9/8/1999 | Mechanical | Engg. Graphics |
| Mr. N. S. Dharashivkar | B. E. M.E. (Mech.) | Lecturer | 16/8/2000 | Mechanical | Engg. Graphics |
| Mr. K. S. Rajmane | (Mech.) | Lecturer | 3/12/2007 | Mechanical | Engg. Graphics |
| Mrs. A. N. Mulla | B. E. M.E.(App.)(CSE) | Lecturer | 1/7/2001 | Computer Science | Computer Programming |
| Mr. S. S. Rasal | B. E. (CSE.) | Lecturer | 16/7/2008 | Computer Science | Computer Programming |
| Mr. K. B. Supugade | B. E. (CSE) | Lecturer | 24/7/2008 | Information Technology | Computer Programming |
| Mr. S. B. Chavan | B. E. (CSE.) | Lecturer | 4/8/2008 | Computer Science | Computer Programming |
| Ms. Mulani N. S. | B. E.(CSE) | Lecturer | 1/4/2008 | Computer Science | Ws-I |
| Mr. M. I. Mulla | B. E.(CSE) | Lecturer | 10/7/2008 | Computer Science | Ws-I |
| Mrs. S .V. Tate | B. E. (ETC) | Lecturer | 23/7/2008 | Electronic &Tele. | Basic Electronics |
| Ms. Patil U. R. | B. E. (ETC) | Lecturer | 22/7/2008 | Electronic & Tele. | Basic Electronics |
| Mr. R. V. Rakte | M.A.(English) | Lecturer  (CHB) | 4/8/2008 | Basic Science | Professional Communication |
| Mr. S. M. Chavan | M.A.(English) | Lecturer | 1/8/2008 | Basic Science | Professional Communication |

**Second Semester: Academic Year 2008-09**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ms. S. K. Jadhav | M.Sc. B. Ed. (Phy.) | Lecturer | 22/9/2001 | Basic Science | Engg. Physics |
| Mrs. V. M. Vairat | M.Sc. M. Phil.  (Chem.) | Lecturer | 22/9/1999 | Basic Science | Engg. Chem |
| Ms. Patwegar S. A. | M.Sc.(Chem) | Lecturer | 1/1/2009 | Basic Science | Engg. Chem |
| Mr. N. D. Sangle | M.Sc Ph. D  (Math’s) | Lecturer | 1/7/2003 | Basic Science | Engg. Maths-II |
| Ms. M. V. Patil | M.Sc. M. Phi (Ph.D.) Math’s | Lecturer | 28/7/2005 | Basic Science | Engg. Maths-II |
| Mr. C. G. Jagdale | M.Sc. B. Ed. (Math’s) | Lecturer | 22/7/2008 | Basic Science | Engg. Maths-II |
| Mr. S. K. Patil | B. E. M.E. (App.)(Civil) | Lecturer | 24/9/2001 | Basic Science | Basic Civil Engg. |
| Mr. R. A. Patil | B. E. M.E. (App.) (Civil) | Lecturer | 10/1/2007 | Basic Science | Basic Civil Engg. |
| Mr. M. A. Mujawar | B. E.(Civil) | Lecturer | 1/1/2009 | Basic Science | Basic Civil Engg. |
| Mr. S. M. Chavan | M.A.(English) | Lecturer | 1/8/2008 | Basic Science | Professional Communication |
| Mr. S. S. Katre | M.E. Electrical | Professor | 12/7/2004 | Electrical | Basic Electrical Engg. |
| Mr. I Korachgaon | B. E. M.Tech.(Elect.) | Lecturer | 28/5/2007 | Electrical | Basic Electrical Engg. |
| Ms. C. S. Bandgar | B. E.(Electrical) | Lecturer | 1/8/2008 | Electrical | Basic Electrical Engg. |
| Mr. V. M Marathe | B. E. (ETC) | Lecturer | 22/7/2008 | Electrical | Basic Electrical Engg. |
| Mr. A. A. Jadhav | B. E. (Mech.) | Lecturer | 1/1/2008 | Mechanical | Basic Mechanical Engg. |
| Mr. R. S. Mali | B. E. (Mech.) | Lecturer | 10/12/2008 | Mechanical | Basic Mechanical Engg. |
| Mr. R. V. Patil | B E. (Mech.) | Lecturer | 10/12/2008 | Mechanical | Ws-II |
| Mrs. J. B. Patole | B. E. (Mech.) | Lecturer | 22/7/2008 | Mechanical | Basic Mechanical Engg. |
| Mr. A. A. Patwegar | B. E. (Mech.) | Lecturer | 25/7/2008 | Mechanical | Basic Mechanical Engg. |
| Mr. N. S. Dharashivkar | B. E. M.E. (Mech.) | Lecturer | 16/8/2000 | Mechanical | Basic Mechanical Engg. |
| Mr. D. R. Jadhav | B. E. M.E. (Mech.) | Lecturer | 9/8/1999 | Mechanical | Basic Mechanical Engg. |
| Mr. U. B. Koli | B. E. (Mech.) | Lecturer | 1/6/2006 | Mechanical | Basic Mechanical Engg. |
| Mr. M. A. Sutar | B. E. (Mech.) | Lecturer | 13/7/2006 | Mechanical | Ws-II |
| Mr. P. G. Mathapati | B. E. (Mech.) | Lecturer | 10/12/2008 | Mechanical | Ws-II |
| Miss. S. S. Nilkanth | B. E. M.E.(App.) (Mech.) | Lecturer | 2/8/2008 | Mechanical | Ws-II |

**II-I.5.1 Assessment of Faculty Availability for FIRST YEAR courses in teacher-student ratio of 1: 15 (15)**

Three years of data for first year courses to calculate the teacher-student ratio:

|  |  |  |  |
| --- | --- | --- | --- |
| Items | CAY | CAYm1 | CAYm2 |
| Number of students in First Year | 319 | 328 | 302 |
| Number of faculty teaching first year courses | 27 | 26 | 22 |
| Teacher-student ratio | 1:12 | 1:13 | 1:14 |

Av. Teacher-student ratio (in first year courses):1:13

**II-I.5.2 Assessment of Qualification (10)**

Assessment of Qualification = (10 \* x + 6 \* y + 4 \* z) / N

Where,

X = No. of faculty members with Ph. D

Y= No. of faculty members with M. E. /M. Tech

Z= No. of faculty members with B. E. / B. Tech/M.Sc. /M. A.

N=Total no. of faculty members

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Year | X | Y | Z | N | Assessment of Qualification |
| CAYm2 | -- | 5 | 17 | 22 | 4.45 |
| CAYm1 | 1 | 3 | 21 | 25 | 4.48 |
| CAY | 2 | 4 | 20 | 26 | 4.53 |
| Average assessment of qualification | | | | | 4.49 |

**II-I.6 Academic performance in First Year Common Courses (40)**

Academic Performance = 40 \* FYSI

Where FYSI = First Year Success Index

= (No. of students who have cleared all the subjects in a single attempt of their semester or year end examination) / (Total no. of students admitted in the first year)

|  |  |  |  |
| --- | --- | --- | --- |
| Items | CAYm1 | CAYm2 | CAYm3 |
| No. of students admitted in First Year (Appeared for Exam.) | 323 | 297 | 289 |
| No. of students who have cleared all subjects in single attempt | 226 | 215 | 198 |
| First Year Success Index (FYSI) | 0.70 | 0.72 | 0.68 |

Av. FYSI = 0.70

Academic Performance = 40 \* Av. FYSI =28.11