YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	ST.MARY'S ENGINEERING COLLEGE
• Name of the Head of the institution	Dr. T G Arul
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+918919129028
• Mobile No:	8498093080
• Registered e-mail	smecprincipal@stmarysgroup.com
• Alternate e-mail	iqacsmec@stmarysgroup.com
• Address	Deshmukhi(V), Pochampally(M), Yadadri Bhuvanagiri Dt.
• City/Town	Hyderabad
• State/UT	Telangana
• Pin Code	508284
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	Jawaharlal Nehru Technological University, Hyderabad
• Name of the IQAC Coordinator	Dr.V.Sambasiva Rao
• Phone No.	918919129028
• Alternate phone No.	8919129028
• Mobile	9912090679
• IQAC e-mail address	iqacsmec@stmarysgroup.com
• Alternate e-mail address	sambasivaraovoleti@stmarysgroup.com

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.smecd.com/naac.php
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.smecd.com/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.64	2017	12/09/2017	11/09/2022

6.Date of Establishment of IQAC	24/08/2017

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
NA	NA	NA	NA	0

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	4

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• 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**
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Preparing semester Action plan, conducting Seminars, Workshops, Guest Lectures, Industrial Visits, Taking Feedback, Extra Cocurricular activities, NSS activities Orientation for NAAC new regulations Orientation and induction program for all first year students Motivation to student and staff publications

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
Action plan prepared as per JNTUH Calendar consisting of academic teaching plan and extra co circular activities	**Action plan prepared as per JNTUH Calendar consisting of academic teaching plan and extra co circular activities**
Submission of AQAR	**Submitted**
Conduct of student centric programs	**Conducted various programs for students**

13.Whether the AQAR was placed before statutory body?	**Yes**
• Name of the statutory body	

Name	Date of meeting(s)
St.Mary's Engineering College - College Governing Body	12/05/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	19/02/2022

15.Multidisciplinary / interdisciplinary

The Institutions is adequately equipped with infrastructure for multidisciplinary/interdisciplinary focus on curriculum implementation. As per the university curriculum our St.Mary's Engineering College is offering 'electives' wide range of multidisciplinary subjects. With the participation of all stakeholders, the Institution shall introduce add on courses in multidisciplinary subjects. The students shall be encouraged to takeup multidisciplinary approach in learning, creative thinking, critical analysis at every stage of the program. Science, Technology, Engineering and Mathematics approach in curriculum shall be further strengthened. Efforts shall be sustained to become a 'multidisciplinary institution in the year to come. Teaching-learning shall be further strengthened to promote multidisciplinary/interdisciplinary education practices. Focus shall be further signified towards imbibing best practices in 'multidisciplinary' approach. Adding experimental learning part and skill-oriented learning part in undergraduate curriculum as employability and entrepreneurship enhancement strategy shall be further intensified. The proposal of offering additional two to three compulsory papers with 'multidisciplinary' content shall be considered for implementation with immediate effect. Progressive efforts shall be made to converting single-stream academic programs to multidisciplinary programs. The students shall be endorsed with selection of subjects of their choice based on their requirement that promised them with employability. Entrepreneurship education and training shall be intensified as a co-curricular activity. There shall be bridge courses and value added courses to support multidisciplinary/interdisciplinary education. The 'Minors' shall be further considered to improve the scope of 'multidisciplinary/interdisciplinary. Flexible curricular structure shall be developed through 'Curricular revisions' to enable creative combinations of subjects that lead to 'multidisciplinary'/'interdisciplinary' programs both at UG and PG levels. The students are encouraged to take-up multidisciplinary

16.Academic bank of credits (ABC):

17.Skill development:
To address the skills mismatch, the Institution shall take up initiatives as envisaged in NEP-2020 towards skill development forthe students. The Institution shall strengthen the curriculum with adequate skill development content. Being aware that the two major reason of skill shortage are faculty and facility, the institution shall strengthen both. Wherever deemed, the faculty shall be encouraged to take up initiatives like 'Train the Trainer' along with STTPs. This facilitate the institution to use the facility potential of the institution to be utilized maximum for skill development. The institution shall tie-up with State and Central government initiatives to promote skill development. Some of the initiatives include, Ministry of Skill Development & Entrepreneurship (MSDE); Pradhan Mantri Kaushal Vikas Yojana (PMKVY); Skill India; SANKALP; National Skill Development Mission; and other state initiatives like TASK. The Institution shall offer training, skilling, up-skilling and re-skilling for the students on rolls and neighboring students/unemployed youth. There shall be regular training and skilling activities organized for the benefit of the students. A skill development programs/activities calendar shall be floated to provide the information on skill development activities to the students. Laboratory experiments shall be strengthened to promote skill acquiring by the students. The Institution shall make necessary arrangement to provide skill development for college drop-outs and unemployed youth through short term courses that fetch employment to them. The Institution shall procure training infrastructure for the selected areas to provide skill development for the students. In consultation with the statutory bodies, the institution shall offer certificate/diploma program through skill development infrastructure of the Institution. The institution shall apply for 'fund' to prospective funding agencies to support skill development at the Institution. In collaboration with industry, the institution shall organize skill development program and related activates that benefit the students.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
Encouraging this sort of skill in languages will only ever benefit the student. But, more importantly, it is because India is a land of diverse cultures and languages. The institution offers students an opportunity to learn foreign languages. However, in view of the

NEP-2020 envision on teaching-learning in the Indian languages, the institution shall float an environment where students can engage in teaching learning in their mother tongue. Since these efforts shall endorse the students with 'self-esteem', there shall be initiations to teach the part of the course in the local languages. Learning resources shall be developed to support the same. However, the importance of communication in 'English' shall not be discouraged because of the nature of working environment for the engineering graduate demanding the same. The teaching-learning in local language shall be considered as an opportunity to curtail 'dropouts' from early stages of the program duration. Languages like Hindi, Sanskrit and other local languages shall be taught on need basis to promote 'Unity in diversity'. The ability to express the views, ideas, thoughts, opinions, etc., by the student shall be addressed with a mix of English and local languages. There shall be certificate programs offered by the institution on 'local languages'. The novel approach of 'multidisciplinary-multilingual' shall be adopted wherever deemed fit. It is our responsibility to preserve these cultures& languages and learn them as best as we can, and the institution shall put the efforts in this direction. Through the policy envision, it is a way of learning that combines several disciplines and fields of study and provides a broad-based education that solve local and global problems.

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

One of the most profound benefits of OBE is the sense of clarity it fosters. Students, along with their parents, can pick an institution, program and course based on clearly spelled out learning objectives. The Course Outcome (CO), Program Outcome (PO), Program Specific Outcome (PSO) and Program Educational Objective (PEO) determine exactly what students are expected to accomplish, post their course or program respectively. This clarity is further reflected in the quality of teaching and delivery, across divisions and departments, where faculty may adjust their focus more appropriately. The next advantage, and perhaps the most obvious one, is flexibility. OBE empowers students to choose what they would like to study and how they would like to study it. Not only does it adapt to a learner's strengths and weaknesses, but it also provides sufficient time to attain proficiency and fluency in the subject matter. Additionally, the model allows the learner to transfer their credits and switch to another institution that is accredited with the OBE syllabus. Institutions are recognized, benchmarked, and can be easily compared with one another based on this accreditation. As you can see, every stakeholder benefits from the OBE framework. National Education Policy-2020 addresses all the above said

advantages of OBE. The multiple entry & exit system, establishment of 'Academic bank of Credits', emphasis on learning outcomes, online & digital learning as envisaged in the policy shall promote true OBE in higher education. OBE works well with vocational education streams like engineering and sciences Vis a vie the arts. The latter includes subjects such as literature and philosophy that require a more free-flowing structure. The institution shall further intensify the OBE and shall imbibe best practices on par with the premier institutions in implementation.

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**23**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**319**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**480**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**459**

File Description	Documents
Data Template	View File

3.Academic

3.1	**218**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**218**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**65**
Total number of Classrooms and Seminar halls	

4.2	**221.6**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**737**
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 curriculum is designed & framed by the Board of Studies (BoS) of the affiliating University and approved by the Academic council of the Jawaharlal Nehru Technological University Hyderabad.

The calendar of events includes the academic committee meetings,

department meetings, parents' meetings, and various events to be conducted at the Institute level, attendance finalization & display of results, conduct of internal assessment, university lab & theory end exam schedules. The heads of the departments ensure the adherence of all the academic activities as per the calendar of events.

The department faculty members prepare the class time table and lesson plan as per the JNTUHguidelines. Lesson plan includes lecture hours, topic to be taught and tutorial classes during the semester.

All subjects in charges maintain course files which includes copy of syllabus, timetable, list of students, lesson plan, Mid Marks Analysis, previous examination question papers, Mid question papers with scheme of evaluation and performance details of the students.

The gaps in the curriculum are identified as per the industry requirements. Webinars, Seminars, student development programme, and Internships are organized to bridge the gap between industry and academia Placement training activities are also introduced for the pre-final and final year students.

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

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

The college adheres to academic calendar provided by Jawaharlal Nehru Technological University (JNTUH) Hyderabad. Based on this academic calendar, the institution prepares the academic calendar / Calendar of Events which includes the dates of commencement, completion of syllabus, schedule of internal exams, Working days, teaching days, internals marks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc.

As per the academic calendar and guidelines of the University, Timetable is prepared by senior faculty and after approval from respective Heads of the department & Principal it will be circulated to all the faculty members and students before commencement of the semester.

Calendar of Events and Timetable both published on website of the college. Internal Assessments are conducted as per the calendar of events. For implementation of Internal Assessment Process, Examination committee is formed at college level which monitor overall internal assessment process. Continuous Internal Assessment review is taken by the Principal regularly. In addition, IQAC conduct internal audit to verify the compliance to academic calendar/ calendar of events with documentary evidence.

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

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[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)

18

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1661

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

1661

File Description	Documents
Any additional information	**No File Uploaded**
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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-

assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presentation methods.

This conventional method is commonly adopted by all teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners.

The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs.

Experiential learning

Students are allowed to conduct experiments independently in practical classes. Mini projects at the thirdyear level and major projects at the final-year level will help in imparting the required technical skills to the students. They are encouraged to do internships in industries & industrial visits as a part of industryinstitute interaction. Project exhibitions are being organized to showcase their skills.

Participative learning

Students are motivated to participate in Quiz Competitions, Paper presentations, Technical Seminars andOnline Certification Courses to experience the participative learning environment. Student development programs, symposiums and workshops are conducted to enhance the learning capabilities of the students. Classrooms are provided with projectors and internet facilities to enhance their knowledge.

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

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

68

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

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

1369

File Description	Documents
Any additional information	**No File Uploaded**
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 syllabus and its transaction at the institution

A. All of the above

**from the following stakeholders Students
Teachers Employers Alumni**

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

1.4.2 - Feedback process of the Institution may be classified as follows   **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

960

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

198

File Description	Documents
Any additional information	**No File Uploaded**
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

We identify students as slow learners and advanced learners based on the internal & external tests, class attendance and performance in the lab and participation in class room activities. The performance evaluation will be done in beginning of every semester and students are classified in to two categories.

Advanced learners: The toppers of each class are appointed as Class Representatives and HoD Nominee for the department who are part of students' council and member of various professional bodies. It gives them a chance to develop their communication, leadership & team building skills. This initiative teaches them to strike a perfect balance between academics and extra & co-curricular activities.

Priority will be given to participate in Hackathons, Paper Presentations, and Project Competitions, Summer Projects and Internships. They also help slow learners through peer learning during campus interviews.

Slow learners: The institute, give emphasis on improving the performance of slow learners by providing remedial programmes which are conducted out of regular classes. Specifically, for difficult subjects like Mathematics, Engineering Drawing and Engineering, Basic Electrical Engineering.

Academic and personal counseling are given to slow learners by faculty counselors, mentor and counseling cell.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
1562	**218**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning Students are allowed to conduct experiments independently in practical classes. Mini projects at third year level and major projects at final year level will help in imparting the required technical skills to the students. They are encouraged to do the internships in industries & industrial visits as a part of industry institute interaction. Mini project exhibitions are being organized to showcase their skills.

Participative learning Students are motivated to participate in Quiz Competitions, Paper Presentation, Technical Seminars and Online Certification Courses to get the participative learning environment. Student development programs and workshops are conducted to enhance the learning capabilities of the students. Classrooms are provided with projector and internet facilities (Videos, NPTEL) to enhance their knowledge.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning.

The teachers of SMEC use online education resources, Social networking sites (WhatsApp), blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience to the students.

The library also provides access to computers and on line journals freely available in public domain and also to journals subscribed. Anti -plagiarism software is used to check authenticity of thesis submitted by UG/PG students. Photocopying facility is also provided.

Online Classes – Faculties are engaged the online classes by using google class room platform during the pandemic situation.

PowerPoint presentations- Faculties are encouraged to use powerpoint presentations in their classroom teaching.

Industry Connect- Along with classrooms, Seminar halls & laboratories are digitally equipped where guest lectures, expert talks and various hands-on sessions are regularly organized. Video lecture- Recording of video lectures is made available to students for long term learning.

Online competitions- Various technical events and management events such as Poster making, Debates, paper presentations etc. are being organized.

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

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

2.3.3.1 - Number of mentors

98

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

2.4 - Teacher Profile and Quality

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

218

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

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

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

8

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<u>View File</u>

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

574

File Description	Documents
Any additional information	**No File Uploaded**
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.

The institution is affiliated to JNTUH, and hence, follows its rules and guidelines regarding the assessment and evaluation process.

Two internal assessment tests are carried out in a systematic manner for theory courses, laboratory courses, seminars, summer internship and project.

The dates and schedule of internal assessment of laboratory courses, seminars, summer internship and project are displayed through the notices to the students well in advance.

For theory courses, question papers for the are prepared at the department level by referring old university question papers /question bank / book referred in by university.

Quality of question papers are checked and approved by program coordinator / HOD.

Five assignments are given by faculty teaching the subject and it will be evaluated.

Answer scripts are evaluated and signatures obtained from students .

For assessment of seminars, summer internship and project, faculty coordinator prepares a schedule of presentation of students in slots in consultation with the HoD and is communicated to students.

Students present their work or report to the coordinator via PPT mode and evaluated based on the rubrics set. For assessment of laboratory course an internal practical viva conducted by internal & external examiners at the end of course.

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

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

College Level:

If a student is not able to appear for examination due to medical or any genuine reason examination is conducted as per norms, provided that he/she submits application with proper documents.

The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total marks or assessment of answer books as identified by students are immediately done by the faculty members.

Any student who is not satisfied with the assessment and award of marks may approach the concern Program coordinator / HOD who canintervene and address the grievance of the student. The student performance is displayed on the notice board and the same is informed to the parents.

University level:

With reference to evaluation, if the student scores less mark than expected, he/she can apply for revaluation of his/her answer script after paying the prescribed fee.

University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation. Student can apply for revaluation if he/she feels that evaluation is not correct.

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

2.6 - Student Performance and Learning Outcomes

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

College follows the outcome-based education; hence the Program Educational Objectives (PEOs) Program specific outcomes (PSO) are defined by each department for each program. For defining the PEOs and PSOs the institutions consultative process involving the stake holders and are in line with the vision and mission of the college and department.

The institution, the Program Outcomes (POs) defined by National Board of Accreditation (NBA), New Delhi. The Course Outcomes (COs) for each subject is prepared by course coordinator / course incharge. The POs, PEOs, and PSOs and COs are available on college website and are also communicated to students, teachers during the various meetings / orientation programs conducted also displaying at following location:

Departmental Laboratories

Class rooms

Course files

Laboratory records.

The COs is also disseminated to students through faculty announcements to the students during the beginning of each semester and from time to time during the entire semester.

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

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

Initially attainments of Course Outcomes (COs) are computed using both direct and indirect methods. Attainments of Program Outcomes (POs) and Program Specific Outcomes (PSOs) are done from the attainment of COs through course and program articulation matrices.

Attainment Procedure of COs: It is done using direct method and indirect method. As a part of the direct method, CO attainment is computed using marks obtained by the students in Continuous Internal Examinations (CIE) and Semester End Examinations (SEE). Weightages of 30% and 70% are assigned to CIE and SEE respectively to compute direct CO attainment. Course end survey is conducted for each course and indirect attainment of COs is computed.

Attainment Procedure of POs/PSOs: Attainment of POs/PSOs is done from the attainment of COs. From the attainment of CO and course articulation matrix, direct PO/PSO attainment is done for each course. By using program articulation matrix and PO/PSO attainment of each course, direct PO/PSO attainment for the program is calculated. Indirect attainment of POs/PSOs is done using Program exit survey, Employer survey and Alumni survey. Final attainment of PO/PSO is done by assigning weightages of 80% and 20% to direct and indirect attainments respectively.

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

2.6.3 - Pass percentage of Students during the year

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

355

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	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://forms.office.com/r/7yFUbepwbR

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

10

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

2

File Description	Documents
Any additional information	**No File Uploaded**
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

2

File Description	Documents
Any additional information	**No File Uploaded**
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

The student volunteers visit neighboring localities and conduct various activities regularly. Extension activities in the neighborhood community in terms of impact and sensitizing students

to social issues and holistic development. Our college organizes and participates in various extension activities with a dual objective of not only sensitizing the students about various social issues but also contribute to the community and strengthen community participation. The NSS unit of our college take part in various initiatives like

Plantation in and outside the campus

Swachh Bharat initiatives

Blood donation camps

Awareness programs on AIDS prevention

Leprosy prevention and awareness

Dengue Awareness program

Environmental pollution

UBA Survey

India is the birthplace of Yoga and by participating in International Yoga day students become global stakeholders in ensuring sound mind in a healthy body. Programs like rainwater harvesting and conservation of drinking water, tree plantation drive, sowing the seeds in Kuppam forest. Blood donation camps in the College is regular feature (twice a year) whereby students and staff donate blood for the cause. The camps facilitate blood drawn up to 150-200 units which is sent to PES, medical college.

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

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

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

25

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

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

3828

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

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

381

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

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

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

6

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

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.

SMEC is committed to provide high quality education through classroom teaching, practical training, and by providing excellent infrastructure and experience. The Institute fulfils all the norms specified by the statutory bodies in terms of land requirement, instructional, administrative and amenities area.

The campus of SMEC is spread in the area of 20129 sq. m. with the

total constructed area of 16018 sq. m. The college campus has sufficient space for all academic, administrative, co-curricular and extra-curricular activities. The state-of-the-art infrastructure provides a rich learning environment that aggrandizer's interest in teaching learning.

The college have sufficient classrooms,seminar halls, state of the art laboratories and auditorium.The entire campus is under CCTV surveillance for safety and security purpose

Sports and Games: Sports and games are a lively part of the educational process. It provides sufficient facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities. The establishment has a massive playground for outside games like Volley ball, Shutlle Badminton, Cricket, throw ball, Kho-Kho etc. Indoor games are available in grounds premises like Carrom, Chess, Shuttle cock, Table tennis etc. The Institution has a qualified physical director to train the students. The Institution encourages our Students to participate in Sports events in college level and also at university level.

Outdoor games : Outdoor facilities include a 200-metre athletic track and courts for Basketball, Volleyball, Handball, Ball, Badminton and Throw Ball. Training is provided in various sports events such as Basketball, Yoga, Football, Volleyball, Cricket and Gymnasium.

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

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

The institute has Cricket, Football, Ball Badminton, Volleyball,Indoor, Basketball, Throw ball, Kabaddi, Badminton courts. Also the indoor for shuttle badminton, chess, carom, Table tennis areavailable in the campus.

A number of players have played district, university, state and even national level games.

To conduct cultural activities in the college, there is a cultural

committee. This committee organizes many culturalprograms including literacy events. The institute conducts ethnicday every year to understand the various states cultures. Alsoconducts the festivals of various religions.

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

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

22

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

19.19

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

The SMEC Campus has a spacious Central Library with an area of 950Sqm. The faculty members and students of the institution utilizethe library for continuous learning and to enhance theirknowledge. The Library is well equipped with a reading capacityof 200 readers and is also Wi-Fi enabled. Digital Library isspread over 65 Sq.m and has 20 Computer systems. The CentralLibrary has various Text books, Reference Books, eBooks,Journals, Magazines, eJournals, Project Reports, Tutorials andNPTEL Video Lessons related to engineering and Allied subjects.Central Library has a collection of fascinating books whichincludes Encyclopaedia, Handbooks andDictionaries, GATE,Competitive exam books and videos that supports the contentbeyond syllabus.

The software called easylib was procured for the purpose oflibrary automation. It gives the flexibility to the staff andstudents to search and reserve the books through online. The samesoftware is used for issue return of the books.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	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)

4

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

250

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

4.3 - IT Infrastructure

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

Institution has adequate and latest IT infrastructure. The ITinfrastructure and resources are updated and upgradedcontinuously as per the requirements and changing technology. Theentire Institute is Wi-Fi enabled with necessary firewalls andcomputer labs are connected through LAN with internet facilities.

IT department extend the complete support to the students. It ismade available by setting and installing the Wi-Fi zones atvarious locations such as Reading halls, Hostels, Departmentcorridors and at the Green lawn area. Staff and Students canaccess this facility on their Laptops by registering themselves,which enables the students to prepare for the competitive exams,develop projects, writing journal papers, power pointpresentations.

The institute have the internet 1:1connectivity from differentvendors BSNL, Reliance JIO, Airtel.

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

4.3.2 - Number of Computers

737

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	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)

145

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[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.

Standard procedure has been framed for civil maintenance, laboratory, power supply, software up keeping, library, and laboratory maintence. Each Laboratory Incharge maintains a stockregister of equipment, instruments and machines.

Lab in-charge prepares list of equipment / machines and prepares a plan for preventive maintenance to ensure smooth anduninterrupted functioning of equipment / machines. The preventivemaintenance schedule contains the details of the parameters to bemaintained with intervals for all the equipment / machinesavailable with the laboratory.

Breakdown Maintenance: If the breakdown is minor in nature, thesame is attended to by the technician attached to the department.If the breakdown is major, lab in-charge will initiate action torepair the same in shortest possible time through an externalagency, after getting approval from the HOD.

Calibration: Lab-in-charge of each Laboratory prepares andmaintains a list of meters, gauges and other measuringinstruments and testing machines, which need periodicalcalibration. The Lab-in-charge in consultation with HODscrutinizes the list to decide on the external and internalcalibration of equipment.

Computing equipment's: The maintenance of computers and common equipments is under the charge of in-house System Administratorand Officer-Administration respectively. Maintenance workincludes, a) Installation b) Maintenance.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

697

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

15

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

1510

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

1510

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

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	**No File Uploaded**
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

64

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

5

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	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

10

File Description	Documents
Upload supporting data for the same	[View File]()
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

12

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/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)

Student committees/clubs are operational in the college to showcase the student's representation and engagement in various administrative, co-curricular andextracurricular activities:

Class Representatives: all classes have two students designatedas class representatives. They are responsible for representingany issues related to academics/non-academics to concernedHoDs/Class teacher.

Student Clubs (department level): departments organize

theengineering activities through student clubs. Each club is run bystudents. Clubs have well defined structure & assigned roles.

There is a college level clubs for co-curricular and extracurricularactivities were established to bring out the innerskills of students.

Cultural and Sports Committees: Students have strong representations in all cultural and sports committees. They help in organization and management of events.

Major events include annual sports competition and Annualcultural event 'Nagastra'.

Placement Committees: student members are important components inplacement activities. Student members are being involved forcoordinating the activities during placement drives at campus.

Technical Events: student members are part of organizingcommittees for all the engineering activities atdepartment/institute level. Some of these activities include conferences, coding & project contests, technovation, quizcompetitions, student club activities etc.

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

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

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

14

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[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

SMEC Alumni Association is created to build an engaged supportive alumni committee. It plays an important role in shaping thefuture of the college. The association is in the process ofregistration under the society registration act the bylaws havebeen framed for the better connect of alumni with college.

A good number of alumni are occupying eminent position andcontribute to their parent institution. Each member contributesRs 500 in the first year after their graduation. This fund isused to conduct activities of the association.

The members of the association contribute in the following manner · Feedback on curriculum · Teaching learning process · Bridging the gap between industry and academia · Members in various committees in the college · Guest lectures to the students · Interaction and mentoring the students

Alumni meets are conducted periodically for networkingstrengthening the social relations and sharing the expertise withthe students for guidance projects placements internship andcompetitive examination. Alumni are also engaged in providingplacement support and Research activities. They are helpful inpromoting innovation and patenting.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The management and Principal actively participate in Governing Body for ensuring that the quality policy statements and action plans are aligned for attaining the mission of institute, disseminates the vision and mission to all stake holders and involve them in forming the policy statements.

The Principal creates action plans in consultation with facultymembers to review the outcomes from the implementation of action plans through meetings with various committees.The Principal ensures that all stakeholders are participated indifferent functionalities.

The requirements of the society are collected for policy making and planning the Principal through interaction with variousstakeholders.For the reinforcement of cultural excellence the vision, mission,short term and long term goals, quality policies are kept wideopen to all stakeholders for their suggestions.

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

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

Various committees were formed and delegated powers for takingadministrative decisions.

Academic Committee to implement the university norms andpolices and decisions of management Preparation of Academiccalendar Review of the syllabus coverage.

Anti-Ragging Committee To maintain discipline in the campus andto ensure the implementation of guidelines/ order issued byAICTE/UGC/University/Govt.

Internal Quality Assurance Cell (IQAC) Preparation of qualitymanual and procedures for Quality improvement of the collegeCoordinating with all committees for smooth functioning.

Women Empowerment Cell (WEC) Educate the staff (Teaching and Non-Teaching) and the students' community towards gendersensitization.

Grievances Redressal Cell (GRC)

Thestudent councils are run by the students and a teacher mentor is allotted to supervise the planned activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St.Mary's Engineering College believes in hard work and excellence in all dimensions in the way in which the faculty and the students gets opportunity to learn new skills to meet the global changes happening in day to day life. The institute has successfully implemented many strategic plans in the past years.

INDUSTRY INSTITUTE INTERACTION: To reduce the gap between industry and academia, the team interacts with various industries.

Entrepreneurship Cell – IEDC: To respond effectively the emerging

challenges and opportunities both at national and international level relating to SMEs and micro enterprises.

Team SMEC Training Division focused on enriching the Skills of the students in various aspects apart from regular curriculum which includes Design Thinking, Value Added Course, CRT etc..,

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

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

The institution has a well-marked administrative set up conforming to the norms of the AICTE and the affiliated university. Governing body of the college reviews the institutional strategic plan which in turn sets the academic aims and objectives of the institution and approves the financial and curriculum requirements.

Various stakeholders of the institute are members of different committees constituted by the institution. As per the university guidelines, IQAC Cell, Anti-ragging Cell etc. are also formed for the institution.

There are various committees with well-defined functions that give academic and administrative leadership to the institution. A committee comprising of administrative staff and faculty members are involved in the planning and implementation, academic audit and evaluation.

Academic Committee, Purchase Committee, Student Affairs Committee, Library Committee, Grievance Committee, Faculty/Staff Development Committee, SC/ST Committee, l and Women Empowerment Cell have been formed and members are inducted into the committee.

Service rules and procedures are as defined and displayed in the website. All the newly recruited staff and the newly admitted students are made aware of these rules through orientation programmes.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Financial assistance is provided to faculty to participate in training programmes, Seminars, workshops, conferences and publication of books.

The College has eight buses that provide access to different places. One senior faculty in each bus is allowed to travel free of cost and other staff members who are in need of the same can utilize the facility at a concessional rate.

Food and accommodation is provided for the staff members in the hostels at a concessional rate.

All the staff members of our college are covered under life insurance.

The staff members can avail the various leaves as follows

- **Marriage leave**
- **Sick leave**
- **Ph.D. Leave**
- **Vacation leave**
- **Maternity leave**

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

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

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

131

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

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

12

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	*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

128

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	*View File*

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

A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational mission and vision.

An effective performance management system plays a crucial role in

managing the organization in an efficient manner. Institute is following the appraisal scheme suggested by AICTE viz. Performance Based Appraisal System (PBAS). In this scheme, the performance s are classified into three categories

1. Teaching, Learning and Evaluation related activities
2. Co-Curricular, Extension and Professional Development related activities
3. Research Publications and Academic Contributions

At the end of each academic year, the data pertaining to the above categories are collected from each faculty member in the preforma. Based on the data collected, API scores are calculated. These scores are used for the award of career advancements to faculty members and for promotion to next higher position. Further, during the semester, feedback forms are collected from the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. Principal & HOD suggests suitable measures to improve the teaching-learning process.

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

6.4 - Financial Management and Resource Mobilization

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

The Institute has a mechanism for internal and external audit to ensure financial compliance. The institutional accounts are regularly audited. The observation of the auditors if any is immediately corrected / rectified.

The internal audit is an ongoing continuous process. Qualified Internal Auditors and a team of staff make a thorough quarterly check and verification of all payments, receipts & journal vouchers, cash books, ledger account review that are carried out in each financial year on an accrual basis system.

The external auditor appointed by the college performs audit of the financial statements of the college. The financial records are

audited by qualified chartered accountants at the end of each financial year and income & expenditures, balance sheet are certified.

All accounting systems are accrual based, computerized.

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

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

The process involves various committees of the institute as well as the Department Heads and Accounts office.

- **The student Tuition fee is the major source of income forthe institute.**
- **A finance committee has been constituted to monitor theoptimum utilization of funds for various recurring and nonrecurring expenses**
- **The quotations received are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.**
- **The institutional budget includes recurring expenses suchas salary, electricity and internet charges, stationary &other maintenance costs.**

- The budget is scrutinized and approved by the topmanagement and Governing Body.
- Optimal utilization of resources Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC Cell of the college works towards improving and maintaining the quality of education in the institution.

The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted.

The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback.

The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives: Strategic planning of key areas and assigning responsibilities

- Academic results
- Collection of feedback on infrastructure and curriculum
- Curriculum gap analysis and action plan
- Faculty development programs
- Research and development Institutional and program accreditations.
- Preparation of AQAR and submission of the same to NAAC.
- Academic and administrative audit.
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer and mid-term vacations, examination schedule are notified in the Academic Calendar.

Induction program for all first year students are conducted every year made awareness on needs to the society, quality aspects for youth of our country, new education policy, teaching learning process, continues evaluation, compulsory core courses, cocurricular and extra-curricular activities, discipline and culture of the college.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The major initiatives taken for the students improvement

- Curriculum Development Workshops for many subjects
- Green initiatives in Campus – tree plantation
- solar photovoltaic power plants, e-vehicles etc.
- MoUs with prestigious Institutes, Universities, Govt. agencies

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	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

1. Students with proper identification cards are admitted to the campus at the main gate, where security guards are stationed.

2. Girls are given access to separate dorms with proper security measures, and hostel committees are established to look after the pupils.

3. All entrances and exits to the campus have security checkpoints.

4. The campus's Girls Hostel has selected a female Warden and Assistant Wardens who are well-trained and observant.

5. CC cameras have been placed in strategic areas throughout the college campus to provide monitoring.

6. If campus hours are extended at night for cultural events or placements, there is enough illumination available.

7. The Internal Complaints Committee (ICC) regularly engages with female students and works to find solutions to the problems they raise.

8. During mentoring, faculty offer advice to students about their academic progress, future aspirations, and personal matters.

9. The college's Anti-Ragging Committee and Grievance Redressal Committee ensure social security.

10. Strict application of anti-ragging measures and maintenance of a ragging-free campus

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
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

The Institution has implemented various facilities to manage different types of waste, including solid waste, liquid waste, e-waste, waste recycling, and chemical waste.

For solid waste management, the Institution has a dedicated waste

disposal unit that includes incinerators and landfill sites. The solid waste management system segregates the waste into biodegradable and non-biodegradable categories, ensuring that each type of waste is treated appropriately. The biodegradable waste is processed through composting, while the non-biodegradable waste is sent for recycling or disposal in landfills.

In the case of liquid waste management, the Institution has a treatment plant that treats the liquid waste before it is discharged into the environment. The treatment plant uses various methods such as filtration, sedimentation, and disinfection to remove harmful contaminants from the liquid waste. .

E-waste is managed through a specialized facility that dismantles and recycles electronic devices. The facility ensures that hazardous components such as lead and mercury are properly disposed of, and the remaining components are recycled or reused.

The Institution has a comprehensive waste recycling system that collects and recycles various types of waste, such as paper, plastic, glass, and metal. The recycling system helps reduce the amount of waste sent to landfills and conserves natural resources.

Finally, the Institution has a chemical waste management system that ensures safe handling, storage, and disposal of hazardous waste generated on the premises. The hazardous waste is collected, segregated, and disposed of using specialized methods, ensuring that it does not harm the environment or human health.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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: **B. Any 3 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	[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	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly,   **C. Any 2 of the above**

barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

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

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).

The institution has been taking efforts and initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff and other stakeholders.

With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr.Bhimrao Ambedkar, Sarvepalli Radhakrishnan, LalBahadur Shastri. On birth anniversary of Sardar Vallabhbhai Patel on October 31, institution celebrates Rashtriya Ekta Diwas (pledge is taken by staff and students on National Integration Day) every year.

The college celebrates cultural and regional festivals like Youth Festival, Constitution Day, onam, Christmas, Sankranthi, etc. to teach tolerance and harmony to the students. The Gender Equality

Policy focuses on equal access, opportunities, and rights for women and men.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. The University has introduced a compulsory paper on the Constitution of India at Degree level across all engineering disciplines to create awareness and sensitizing the students and employees to constitution obligation .As a part of strengthening the democratic values. Also, all students take a course on Environment studies in their first year which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc..

In addition to this many regular programs are conducted to educate women about their rights. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is   **A. All of the above**

**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

**National festivals foster a sense of community among students who
have a common outlook on humanity and national unity. The college
recognises as many significant days as it can in a given academic
year. There are many different things to do to celebrate the day.
Death and Birth The anniversaries of famous people are observed with
sincerity and zeal.**

**Flag-hoisting is required on national holidays like Independence Day
and Republic Day. Every year on April 14, Dr. BR Ambedkar Jayanti is
observed, during which time eminent speakers inform the staff
members about many facets of Dr. Ambedkar's life. The institution
hosts a discussion for the faculty as part of its celebration of
Gandhi Jayanti to give them a chance to learn more about the ideals
of our great hero. Since they have the qualifications to provide
lectures at the gatherings, college faculty members are frequently
used as resources for these occasions.**

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

7.2 - Best Practices

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

We are using Microsoft Teams for Teaching learning process to interact students with faculty and to clear doubts.

We achieved good results for this effort

"Academic performance improvement of students through continuous evaluation and effective mentoring" .

The rural background students are enabled goodknowledge to take decision on their career and higher education.Also the college conducts one month training program for thestudents, which helps them togain the hands on experience with the latest equipment.

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

7.3 - Institutional Distinctiveness

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

The institution's goal is to generate graduates who have high ethical standards for the socioeconomic advancement of our country's rural communities. Students are moulded and empowered by the institution to pursue knowledge, values, and social responsibility, and to flourish in a variety of fields, which also equips them to take on global concerns. The institute gives startup companies a platform to transform their concepts into marketable goods. To

guarantee justice and equity in society, the college emphasises the need to mainstream the under represented and weaker groups of students.

The mission of the Instituteis to direct the education it provides not only towards the practical objective of employability, but also towards the development of a life of the mind and the sensitization and orientation of its students to community service. The activities envisioned under this include those that are skill-oriented and geared towards serving the community while upholding socially and ethically responsible principles. student committees: Student committees including the Alumni, Training & Placements, Student Affairs, and Value Added Programme (VAP) Committees have been developed by SMEC in order to help students build multidisciplinary abilities. They work to instill the mindset, approach, and abilities necessary for creating socially relevant and workable goods.

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 curriculum is designed & framed by the Board of Studies (BoS) of the affiliating University and approved by the Academic council of the Jawaharlal Nehru Technological University Hyderabad.

The calendar of events includes the academic committee meetings, department meetings, parents' meetings, and various events to be conducted at the Institute level, attendance finalization & display of results, conduct of internal assessment, university lab & theory end exam schedules. The heads of the departments ensure the adherence of all the academic activities as per the calendar of events.

The department faculty members prepare the class time table and lesson plan as per the JNTUHguidelines. Lesson plan includes lecture hours, topic to be taught and tutorial classes during the semester.

All subjects in charges maintain course files which includes copy of syllabus, timetable, list of students, lesson plan, Mid Marks Analysis, previous examination question papers, Mid question papers with scheme of evaluation and performance details of the students.

The gaps in the curriculum are identified as per the industry requirements. Webinars, Seminars, student development programme, and Internships are organized to bridge the gap between industry and academia Placement training activities are also introduced for the pre-final and final year students.

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

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

The college adheres to academic calendar provided by Jawaharlal Nehru Technological University (JNTUH) Hyderabad. Based on this academic calendar, the institution prepares the academic calendar / Calendar of Events which includes the dates of commencement, completion of syllabus, schedule of internal exams, Working days, teaching days, internals marks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc.

As per the academic calendar and guidelines of the University, Timetable is prepared by senior faculty and after approval from respective Heads of the department & Principal it will be circulated to all the faculty members and students before commencement of the semester.

Calendar of Events and Timetable both published on website of the college. Internal Assessments are conducted as per the calendar of events. For implementation of Internal Assessment Process, Examination committee is formed at college level which monitor overall internal assessment process. Continuous Internal Assessment review is taken by the Principal regularly. In addition, IQAC conduct internal audit to verify the compliance to academic calendar/ calendar of events with documentary evidence.

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

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

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	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)

18

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1661

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

1661

File Description	Documents
Any additional information	**No File Uploaded**
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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presentation methods.

This conventional method is commonly adopted by all teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners.

The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs.

Experiential learning

Students are allowed to conduct experiments independently in practical classes. Mini projects at the thirdyear level and major projects at the final-year level will help in imparting the required technical skills to the students. They are encouraged to do internships in industries & industrial visits as a part of industryinstitute interaction. Project exhibitions are being organized to showcase their skills.

Participative learning

Students are motivated to participate in Quiz Competitions, Paper presentations, Technical Seminars andOnline Certification Courses

to experience the participative learning environment. Student development programs, symposiums and workshops are conducted to enhance the learning capabilities of the students. Classrooms are provided with projectors and internet facilities to enhance their knowledge.

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

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

68

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

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

1369

File Description	Documents
Any additional information	**No File Uploaded**
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 syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

960

File Description	Documents
Any additional information	**No File Uploaded**
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

198

File Description	Documents
Any additional information	**No File Uploaded**
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

We identify students as slow learners and advanced learners based on the internal & external tests, class attendance and performance in the lab and participation in class room activities. The performance evaluation will be done in beginning of every semester and students are classified in to two categories.

Advanced learners: The toppers of each class are appointed as Class Representatives and HoD Nominee for the department who are part of students' council and member of various professional bodies. It gives them a chance to develop their communication, leadership & team building skills. This initiative teaches them to strike a perfect balance between academics and extra & co-curricular activities.

Priority will be given to participate in Hackathons, Paper Presentations, and Project Competitions, Summer Projects and Internships. They also help slow learners through peer learning during campus interviews.

Slow learners: The institute, give emphasis on improving the performance of slow learners by providing remedial programmes

which are conducted out of regular classes. Specifically, for difficult subjects like Mathematics, Engineering Drawing and Engineering, Basic Electrical Engineering.

Academic and personal counseling are given to slow learners by faculty counselors, mentor and counseling cell.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1562	218

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning Students are allowed to conduct experiments independently in practical classes. Mini projects at third year level and major projects at final year level will help in imparting the required technical skills to the students. They are encouraged to do the internships in industries & industrial visits as a part of industry institute interaction. Mini project exhibitions are being organized to showcase their skills.

Participative learning Students are motivated to participate in Quiz Competitions, Paper Presentation, Technical Seminars and Online Certification Courses to get the participative learning environment. Student development programs and workshops are conducted to enhance the learning capabilities of the students. Classrooms are provided with projector and internet facilities (Videos, NPTEL) to enhance their knowledge.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning.

The teachers of SMEC use online education resources, Social networking sites (WhatsApp), blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience to the students.

The library also provides access to computers and on line journals freely available in public domain and also to journals subscribed. Anti -plagiarism software is used to check authenticity of thesis submitted by UG/PG students. Photocopying facility is also provided.

Online Classes – Faculties are engaged the online classes by using google class room platform during the pandemic situation.

PowerPoint presentations- Faculties are encouraged to use powerpoint presentations in their classroom teaching.

Industry Connect- Along with classrooms, Seminar halls & laboratories are digitally equipped where guest lectures, expert talks and various hands-on sessions are regularly organized. Video lecture- Recording of video lectures is made available to students for long term learning.

Online competitions- Various technical events and management events such as Poster making, Debates, paper presentations etc. are being organized.

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

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

2.3.3.1 - Number of mentors

98

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

2.4 - Teacher Profile and Quality

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

218

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

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

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

8

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	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

574

File Description	Documents
Any additional information	**No File Uploaded**
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.

The institution is affiliated to JNTUH, and hence, follows its rules and guidelines regarding the assessment and evaluation process.

Two internal assessment tests are carried out in a systematic manner for theory courses, laboratory courses, seminars, summer internship and project.

The dates and schedule of internal assessment of laboratory courses, seminars, summer internship and project are displayed through the notices to the students well in advance.

For theory courses, question papers for the are prepared at the department level by referring old university question papers /question bank / book referred in by university.

Quality of question papers are checked and approved by program coordinator / HOD.

Five assignments are given by faculty teaching the subject and it will be evaluated.

Answer scripts are evaluated and signatures obtained from students .

For assessment of seminars, summer internship and project, faculty coordinator prepares a schedule of presentation of students in slots in consultation with the HoD and is communicated to students.

Students present their work or report to the coordinator via PPT mode and evaluated based on the rubrics set. For assessment of laboratory course an internal practical viva conducted by internal & external examiners at the end of course.

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

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

College Level:

If a student is not able to appear for examination due to medical or any genuine reason examination is conducted as per norms, provided that he/she submits application with proper documents.

The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total marks or assessment of answer books as identified by students are immediately done by the faculty members.

Any student who is not satisfied with the assessment and award of marks may approach the concern Program coordinator / HOD who canintervene and address the grievance of the student. The student performance is displayed on the notice board and the same is informed to the parents.

University level:

With reference to evaluation, if the student scores less mark than expected, he/she can apply for revaluation of his/her answer script after paying the prescribed fee.

University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation. Student can apply for revaluation if he/she feels that evaluation is not correct.

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

2.6 - Student Performance and Learning Outcomes

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

College follows the outcome-based education; hence the Program Educational Objectives (PEOs) Program specific outcomes (PSO) are defined by each department for each program. For defining the PEOs and PSOs the institutions consultative process involving the stake holders and are in line with the vision and mission of the college and department.

The institution, the Program Outcomes (POs) defined by National Board of Accreditation (NBA), New Delhi. The Course Outcomes (COs) for each subject is prepared by course coordinator / course incharge. The POs, PEOs, and PSOs and COs are available on college website and are also communicated to students, teachers during the various meetings / orientation programs conducted also displaying at following location:

Departmental Laboratories

Class rooms

Course files

Laboratory records.

The COs is also disseminated to students through faculty

announcements to the students during the beginning of each semester and from time to time during the entire semester.

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

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

Initially attainments of Course Outcomes (COs) are computed using both direct and indirect methods. Attainments of Program Outcomes (POs) and Program Specific Outcomes (PSOs) are done from the attainment of COs through course and program articulation matrices.

Attainment Procedure of COs: It is done using direct method and indirect method. As a part of the direct method, CO attainment is computed using marks obtained by the students in Continuous Internal Examinations (CIE) and Semester End Examinations (SEE). Weightages of 30% and 70% are assigned to CIE and SEE respectively to compute direct CO attainment. Course end survey is conducted for each course and indirect attainment of COs is computed.

Attainment Procedure of POs/PSOs: Attainment of POs/PSOs is done from the attainment of COs. From the attainment of CO and course articulation matrix, direct PO/PSO attainment is done for each course. By using program articulation matrix and PO/PSO attainment of each course, direct PO/PSO attainment for the program is calculated. Indirect attainment of POs/PSOs is done using Program exit survey, Employer survey and Alumni survey. Final attainment of PO/PSO is done by assigning weightages of 80% and 20% to direct and indirect attainments respectively.

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

2.6.3 - Pass percentage of Students during the year

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

355

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	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://forms.office.com/r/7yFUbepwbR

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

10

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

2

File Description	Documents
Any additional information	**No File Uploaded**
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

2

File Description	Documents
Any additional information	**No File Uploaded**
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

The student volunteers visit neighboring localities and conduct various activities regularly. Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development. Our college organizes and participates in various extension activities with a dual objective of not only sensitizing the students about various social issues but also contribute to the community and strengthen community participation. The NSS unit of our college take part in various initiatives like

Plantation in and outside the campus

Swachh Bharat initiatives

Blood donation camps

Awareness programs on AIDS prevention

Leprosy prevention and awareness

Dengue Awareness program

Environmental pollution

UBA Survey

India is the birthplace of Yoga and by participating in International Yoga day students become global stakeholders in ensuring sound mind in a healthy body. Programs like rainwater harvesting and conservation of drinking water, tree plantation drive, sowing the seeds in Kuppam forest. Blood donation camps in the College is regular feature (twice a year) whereby students and staff donate blood for the cause. The camps facilitate blood drawn up to 150-200 units which is sent to PES, medical college.

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

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

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

25

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	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

3828

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	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

381

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	**No File Uploaded**

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

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

6

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

SMEC is committed to provide high quality education through classroom teaching, practical training, and by providing excellent infrastructure and experience. The Institute fulfils all the norms specified by the statutory bodies in terms of land requirement, instructional, administrative and amenities area.

The campus of SMEC is spread in the area of 20129 sq. m. with the total constructed area of 16018 sq. m. The college campus has sufficient space for all academic, administrative, co-curricular and extra-curricular activities. The state-of-the-art infrastructure provides a rich learning environment that aggrandizer's interest in teaching learning.

The college have sufficient classrooms,seminar halls, state of the art laboratories and auditorium.The entire campus is under CCTV surveillance for safety and security purpose

Sports and Games: Sports and games are a lively part of the educational process. It provides sufficient facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities. The establishment has a

massive playground for outside games like Volley ball, Shutlle Badminton, Cricket, throw ball, Kho-Kho etc. Indoor games are available in grounds premises like Carrom, Chess, Shuttle cock, Table tennis etc. The Institution has a qualified physical director to train the students. The Institution encourages our Students to participate in Sports events in college level and also at university level.

Outdoor games : Outdoor facilities include a 200-metre athletic track and courts for Basketball, Volleyball, Handball, Ball, Badminton and Throw Ball. Training is provided in various sports events such as Basketball, Yoga, Football, Volleyball, Cricket and Gymnasium.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

The institute has Cricket, Football, Ball Badminton, Volleyball,Indoor, Basketball, Throw ball, Kabaddi, Badminton courts. Also the indoor for shuttle badminton, chess, carom, Table tennis areavailable in the campus.

A number of players have played district, university, state and even national level games.

To conduct cultural activities in the college, there is a cultural committee. This committee organizes many culturalprograms including literacy events. The institute conducts ethnicday every year to understand the various states cultures. Alsoconducts the festivals of various religions.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

22

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[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)

19.19

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

The SMEC Campus has a spacious Central Library with an area of 950Sqm. The faculty members and students of the institution utilizethe library for continuous learning and to enhance theirknowledge. The Library is well equipped with a reading capacityof 200 readers and is also Wi-Fi enabled. Digital Library isspread over 65 Sq.m and has 20 Computer systems. The CentralLibrary has various Text books, Reference Books,

eBooks,Journals, Magazines, eJournals, Project Reports, Tutorials andNPTEL Video Lessons related to engineering and Allied subjects.Central Library has a collection of fascinating books whichincludes Encyclopaedia, Handbooks andDictionaries, GATE,Competitive exam books and videos that supports the contentbeyond syllabus.

The software called easylib was procured for the purpose oflibrary automation. It gives the flexibility to the staff andstudents to search and reserve the books through online. The samesoftware is used for issue return of the books.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	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)

4

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

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

250

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

4.3 - IT Infrastructure

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

Institution has adequate and latest IT infrastructure. The ITinfrastructure and resources are updated and upgradedcontinuously as per the requirements and changing technology. Theentire Institute is Wi-Fi enabled with necessary firewalls andcomputer labs are connected through LAN with internet facilities.

IT department extend the complete support to the students. It ismade available by setting and installing the Wi-Fi zones atvarious locations such as Reading halls, Hostels, Departmentcorridors and at the Green lawn area. Staff and Students canaccess this facility on their Laptops by registering themselves,which enables the students to prepare for the competitive exams,develop projects, writing journal papers, power pointpresentations.

The institute have the internet 1:1connectivity from differentvendors BSNL, Reliance JIO, Airtel.

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

4.3.2 - Number of Computers

737

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	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

145

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[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.

Standard procedure has been framed for civil maintenance, laboratory, power supply, software up keeping, library, and laboratory maintence. Each Laboratory Incharge maintains a stockregister of equipment, instruments and machines.

Lab in-charge prepares list of equipment / machines and prepares a plan for preventive maintenance to ensure smooth anduninterrupted functioning of equipment / machines. The preventivemaintenance schedule contains the details of the parameters to bemaintained with intervals for all the equipment / machinesavailable with the laboratory.

Breakdown Maintenance: If the breakdown is minor in nature, thesame is attended to by the technician attached to the department.If the breakdown is major, lab in-charge will initiate action torepair the same in shortest possible time through an externalagency, after getting approval from the HOD.

Calibration: Lab-in-charge of each Laboratory prepares andmaintains a list of meters, gauges and other measuringinstruments and testing machines, which need periodicalcalibration. The Lab-in-charge in consultation with HODscrutinizes the list to decide on the external and internalcalibration of equipment.

Computing equipment's: The maintenance of computers and common equipments is under the charge of in-house System Administratorand Officer-Administration respectively. Maintenance workincludes, a) Installation b) Maintenance.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

697

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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

15

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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	**No File Uploaded**
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

1510

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

1510

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[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	**No File Uploaded**
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

64

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

5

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	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

10

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

5.3 - Student Participation and Activities

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

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

12

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	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)

Student committees/clubs are operational in the college to showcase the student's representation and engagement in various administrative, co-curricular andextracurricular activities:

Class Representatives: all classes have two students designatedas class representatives. They are responsible for representingany issues related to academics/non-academics to concernedHoDs/Class teacher.

Student Clubs (department level): departments organize

theengineering activities through student clubs. Each club is run bystudents. Clubs have well defined structure & assigned roles.

There is a college level clubs for co-curricular and extracurricularactivities were established to bring out the innerskills of students.

Cultural and Sports Committees: Students have strong representations in all cultural and sports committees. They help in organization and management of events.

Major events include annual sports competition and Annualcultural event 'Nagastra'.

Placement Committees: student members are important components inplacement activities. Student members are being involved forcoordinating the activities during placement drives at campus.

Technical Events: student members are part of organizingcommittees for all the engineering activities atdepartment/institute level. Some of these activities include conferences, coding & project contests, technovation, quizcompetitions, student club activities etc.

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

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

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

14

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[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

SMEC Alumni Association is created to build an engaged supportive alumni committee. It plays an important role in shaping thefuture of the college. The association is in the process ofregistration under the society registration act the bylaws havebeen framed for the better connect of alumni with college.

A good number of alumni are occupying eminent position andcontribute to their parent institution. Each member contributesRs 500 in the first year after their graduation. This fund isused to conduct activities of the association.

The members of the association contribute in the following manner · Feedback on curriculum · Teaching learning process · Bridging the gap between industry and academia · Members in various committees in the college · Guest lectures to the students · Interaction and mentoring the students

Alumni meets are conducted periodically for networkingstrengthening the social relations and sharing the expertise withthe students for guidance projects placements internship andcompetitive examination. Alumni are also engaged in providingplacement support and Research activities. They are helpful inpromoting innovation and patenting.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The management and Principal actively participate in Governing Body for ensuring that the quality policy statements and action plans are aligned for attaining the mission of institute, disseminates the vision and mission to all stake holders and involve them in forming the policy statements.

The Principal creates action plans in consultation with facultymembers to review the outcomes from the implementation of action plans through meetings with various committees.The Principal ensures that all stakeholders are participated indifferent functionalities.

The requirements of the society are collected for policy making and planning the Principal through interaction with variousstakeholders.For the reinforcement of cultural excellence the vision, mission,short term and long term goals, quality policies are kept wideopen to all stakeholders for their suggestions.

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

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

Various committees were formed and delegated powers for takingadministrative decisions.

Academic Committee to implement the university norms andpolices and decisions of management Preparation of Academiccalendar Review of the syllabus coverage.

Anti-Ragging Committee To maintain discipline in the campus andto ensure the implementation of guidelines/ order issued byAICTE/UGC/University/Govt.

Internal Quality Assurance Cell (IQAC) Preparation of qualitymanual and procedures for Quality improvement of the collegeCoordinating with all committees for smooth functioning.

Women Empowerment Cell (WEC) Educate the staff (Teaching and Non-Teaching) and the students' community towards gendersensitization.

Grievances Redressal Cell (GRC)

Thestudent councils are run by the students and a teacher mentor is allotted to supervise the planned activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St.Mary's Engineering College believes in hard work and excellence in all dimensions in the way in which the faculty and the students gets opportunity to learn new skills to meet the global changes happening in day to day life. The institute has successfully implemented many strategic plans in the past years.

INDUSTRY INSTITUTE INTERACTION: To reduce the gap between industry and academia, the team interacts with various industries.

Entrepreneurship Cell – IEDC: To respond effectively the emerging challenges and opportunities both at national and international level relating to SMEs and micro enterprises.

Team SMEC Training Division focused on enriching the Skills of the students in various aspects apart from regular curriculum which includes Design Thinking, Value Added Course, CRT etc..,

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

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

The institution has a well-marked administrative set up conforming to the norms of the AICTE and the affiliated university. Governing body of the college reviews the institutional strategic plan which in turn sets the academic aims and objectives of the institution and approves the financial and curriculum requirements.

Various stakeholders of the institute are members of different committees constituted by the institution. As per the university guidelines, IQAC Cell, Anti-ragging Cell etc. are also formed for the institution.

There are various committees with well-defined functions that give academic and administrative leadership to the institution. A committee comprising of administrative staff and faculty members are involved in the planning and implementation, academic audit and evaluation.

Academic Committee, Purchase Committee, Student Affairs Committee, Library Committee, Grievance Committee, Faculty/Staff Development Committee, SC/ST Committee, l and Women Empowerment Cell have been formed and members are inducted into the committee.

Service rules and procedures are as defined and displayed in the website. All the newly recruited staff and the newly admitted

students are made aware of these rules through orientation programmes.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

Financial assistance is provided to faculty to participate in training programmes, Seminars, workshops, conferences and publication of books.

The College has eight buses that provide access to different places. One senior faculty in each bus is allowed to travel free of cost and other staff members who are in need of the same can utilize the facility at a concessional rate.

Food and accommodation is provided for the staff members in the hostels at a concessional rate.

All the staff members of our college are covered under life

insurance.

The staff members can avail the various leaves as follows

- **Marriage leave**
- **Sick leave**
- **Ph.D. Leave**
- **Vacation leave**
- **Maternity leave**

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

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

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

131

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

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

12

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	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

128

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational mission and vision.

An effective performance management system plays a crucial role in managing the organization in an efficient manner. Institute is following the appraisal scheme suggested by AICTE viz. Performance Based Appraisal System (PBAS). In this scheme, the performance s are classified into three categories

1. Teaching, Learning and Evaluation related activities
2. Co-Curricular, Extension and Professional Development related activities
3. Research Publications and Academic Contributions

At the end of each academic year, the data pertaining to the above categories are collected from each faculty member in the preforma. Based on the data collected, API scores are calculated. These scores are used for the award of career advancements to faculty members and for promotion to next higher position. Further, during the semester, feedback forms are collected from the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. Principal & HOD suggests suitable measures to improve the teaching-learning process.

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

6.4 - Financial Management and Resource Mobilization

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

The Institute has a mechanism for internal and external audit to ensure financial compliance. The institutional accounts are regularly audited. The observation of the auditors if any is immediately corrected / rectified.

The internal audit is an ongoing continuous process. Qualified Internal Auditors and a team of staff make a thorough quarterly check and verification of all payments, receipts & journal vouchers, cash books, ledger account review that are carried out in each financial year on an accrual basis system.

The external auditor appointed by the college performs audit of the financial statements of the college. The financial records are audited by qualified chartered accountants at the end of each financial year and income & expenditures, balance sheet are certified.

All accounting systems are accrual based, computerized.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

The process involves various committees of the institute as well as the Department Heads and Accounts office.

- The student Tuition fee is the major source of income forthe institute.
- A finance committee has been constituted to monitor theoptimum utilization of funds for various recurring and nonrecurring expenses
- The quotations received are scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.
- The institutional budget includes recurring expenses suchas

salary, electricity and internet charges, stationary &other maintenance costs.
- The budget is scrutinized and approved by the topmanagement and Governing Body.
- Optimal utilization of resources Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC Cell of the college works towards improving and maintaining the quality of education in the institution.

The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted.

The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback.

The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives: Strategic planning of key areas and assigning responsibilities

- Academic results
- Collection of feedback on infrastructure and curriculum
- Curriculum gap analysis and action plan
- Faculty development programs
- Research and development Institutional and program accreditations.
- Preparation of AQAR and submission of the same to NAAC.

- Academic and administrative audit.
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer and mid-term vacations, examination schedule are notified in the Academic Calendar.

Induction program for all first year students are conducted every year made awareness on needs to the society, quality aspects for youth of our country, new education policy, teaching learning process, continues evaluation, compulsory core courses, cocurricular and extra-curricular activities, discipline and culture of the college.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The major initiatives taken for the students improvement

- Curriculum Development Workshops for many subjects
- Green initiatives in Campus – tree plantation
- solar photovoltaic power plants, e-vehicles etc.
- MoUs with prestigious Institutes, Universities, Govt. agencies

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	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

1. Students with proper identification cards are admitted to the campus at the main gate, where security guards are stationed.

2. Girls are given access to separate dorms with proper security measures, and hostel committees are established to look after the pupils.

3. All entrances and exits to the campus have security checkpoints.

4. The campus's Girls Hostel has selected a female Warden and Assistant Wardens who are well-trained and observant.

5. CC cameras have been placed in strategic areas throughout the college campus to provide monitoring.

6. If campus hours are extended at night for cultural events or placements, there is enough illumination available.

7. The Internal Complaints Committee (ICC) regularly engages with female students and works to find solutions to the problems they raise.

8. During mentoring, faculty offer advice to students about their academic progress, future aspirations, and personal matters.

9. The college's Anti-Ragging Committee and Grievance Redressal Committee ensure social security.

10. Strict application of anti-ragging measures and maintenance of a ragging-free campus

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	<u>View File</u>

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

The Institution has implemented various facilities to manage different types of waste, including solid waste, liquid waste, e-waste, waste recycling, and chemical waste.

For solid waste management, the Institution has a dedicated waste disposal unit that includes incinerators and landfill sites. The solid waste management system segregates the waste into biodegradable and non-biodegradable categories, ensuring that each type of waste is treated appropriately. The biodegradable waste is processed through composting, while the non-biodegradable waste is sent for recycling or disposal in landfills.

In the case of liquid waste management, the Institution has a treatment plant that treats the liquid waste before it is discharged into the environment. The treatment plant uses various methods such as filtration, sedimentation, and disinfection to remove harmful contaminants from the liquid waste. .

E-waste is managed through a specialized facility that dismantles and recycles electronic devices. The facility ensures that hazardous components such as lead and mercury are properly disposed of, and the remaining components are recycled or reused.

The Institution has a comprehensive waste recycling system that collects and recycles various types of waste, such as paper, plastic, glass, and metal. The recycling system helps reduce the amount of waste sent to landfills and conserves natural resources.

Finally, the Institution has a chemical waste management system that ensures safe handling, storage, and disposal of hazardous waste generated on the premises. The hazardous waste is collected, segregated, and disposed of using specialized methods, ensuring that it does not harm the environment or human health.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: — **B. Any 3 of the above**

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

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

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 — **B. Any 3 of the above**

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	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

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).

The institution has been taking efforts and initiatives in

providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff and other stakeholders.

With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr.Bhimrao Ambedkar, Sarvepalli Radhakrishnan, LalBahadur Shastri. On birth anniversary of Sardar Vallabhbhai Patel on October 31, institution celebrates Rashtriya Ekta Diwas (pledge is taken by staff and students on National Integration Day) every year.

The college celebrates cultural and regional festivals like Youth Festival, Constitution Day, onam, Christmas, Sankranthi, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. The University has introduced a compulsory paper on the Constitution of India at Degree level across all engineering disciplines to create awareness and sensitizing the students and employees to constitution obligation .As a part of strengthening the democratic values. Also, all students take a course on Environment studies in their first year which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc..

In addition to this many regular programs are conducted to

educate women about their rights. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	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

National festivals foster a sense of community among students who have a common outlook on humanity and national unity. The college recognises as many significant days as it can in a given academic year. There are many different things to do to celebrate the day.

Death and Birth The anniversaries of famous people are observed with sincerity and zeal.

Flag-hoisting is required on national holidays like Independence Day and Republic Day. Every year on April 14, Dr. BR Ambedkar Jayanti is observed, during which time eminent speakers inform the staff members about many facets of Dr. Ambedkar's life. The institution hosts a discussion for the faculty as part of its celebration of Gandhi Jayanti to give them a chance to learn more about the ideals of our great hero. Since they have the qualifications to provide lectures at the gatherings, college faculty members are frequently used as resources for these occasions.

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

7.2 - Best Practices

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

We are using Microsoft Teams for Teaching learning process to interact students with faculty and to clear doubts.

We achieved good results for this effort

"Academic performance improvement of students through continuous evaluation and effective mentoring" .

The rural background students are enabled goodknowledge to take decision on their career and higher education.Also the college conducts one month training program for thestudents, which helps them togain the hands on experience with the latest equipment.

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

7.3 - Institutional Distinctiveness

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

The institution's goal is to generate graduates who have high ethical standards for the socioeconomic advancement of our country's rural communities. Students are moulded and empowered by the institution to pursue knowledge, values, and social responsibility, and to flourish in a variety of fields, which also equips them to take on global concerns. The institute gives startup companies a platform to transform their concepts into marketable goods. To guarantee justice and equity in society, the college emphasises the need to mainstream the under represented and weaker groups of students.

The mission of the Instituteis to direct the education it provides not only towards the practical objective of employability, but also towards the development of a life of the mind and the sensitization and orientation of its students to community service. The activities envisioned under this include those that are skill-oriented and geared towards serving the community while upholding socially and ethically responsible principles. student committees: Student committees including the Alumni, Training & Placements, Student Affairs, and Value Added Programme (VAP) Committees have been developed by SMEC in order to help students build multidisciplinary abilities. They work to instill the mindset, approach, and abilities necessary for creating socially relevant and workable goods.

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

7.3.2 - Plan of action for the next academic year

The institution has planned to conduct 2week Induction program for B.Tech. students as per guidelines framed by the AICTE/University. Increase in number of Value added programs,

Extracurricular and cocurricular activities. Introduction of MOOCs to the students and making them register in Swayam, NPTEL etc. courses and encourage them undergo the courses. Faculty will be encouraged to register in PhD and do more RD projects in all Departments Raising funds for RD projects from industries and other sources Solar Energy plant will be set up in the institution to cater the day to day needs of the Institution. Formation of several clubs in each department to conduct activities. Formation of student chapters and going for more organization memberships. Organizing external activities, academic/ non as a part of corporate social responsibility

All the departments in SMEC have startedStudent Technical Associations, which are associated withprofessional bodies. The activity envisaged under this includesskill-oriented programs andactivities inclined towards serviceto the society with social ethical values.

The College emphasizes the need to mainstream the marginalizedand weaker sections of students to ensure justice and equity insociety. The Mission is to steer the education it offers not only towards the pragmatic goal of employability, but also to build alife of the mind and sensitize and orient its students to theservice of the community.