



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Saraswati College of Engineering
• Name of the Head of the institution	Dr. Manjusha Pradip Deshmukh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02227743706
• Mobile no	7738677011
• Registered e-mail	principal.scoe@gmail.com
• Alternate e-mail	iqac.scoe@sce.edu.in
• Address	Plot-46, Sector-5, Kharghar, Navi Mumbai
• City/Town	Kharghar
• State/UT	Maharashtra
• Pin Code	410210
<b>2.Institutional status</b>	
• Affiliated /Constituent	affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>University of Mumbai</b>				
• Name of the IQAC Coordinator	<b>Prof. Sujata Bhairnallykar</b>				
• Phone No.	<b>9920622380</b>				
• Alternate phone No.	<b>02227743706</b>				
• Mobile	<b>9920622380</b>				
• IQAC e-mail address	<b>iqac.scoe@sce.edu.in</b>				
• Alternate Email address	<b>principal.scoe@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2020/12/Composition-of-IQAC_19-20.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2020/12/Composition-of-IQAC_19-20.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://engineering.saraswatikharghar.edu.in/academic-calender/">https://engineering.saraswatikharghar.edu.in/academic-calender/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.34</b>	<b>2017</b>	<b>05/02/2017</b>	<b>01/05/2022</b>
<b>6.Date of Establishment of IQAC</b>			<b>17/07/2015</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>SCOE/Comp/Prof. Sujata Bhairnallykar</b>	<b>Minor Research Grants</b>	<b>University of Mumbai</b>	<b>2019</b>	<b>15000</b>	
<b>SCOE/</b>	<b>Minor</b>	<b>University</b>	<b>2019</b>	<b>25000</b>	

Comp/Prof. Arti Gore	Research Grants	of Mumbai		
SCOE/ IT/Prof. Diksha Gautam Kumar	Minor Research Grants	University of Mumbai	2019	37000
SCOE/ FE/Dr. Sindhu Tayade & Dr. Sunita Pal	Minor Research Grants	University of Mumbai	2019	21000
SCOE/ EXTC/Prof .Sneha Burnase	Minor Research Grants	University of Mumbai	2019	20000
SCOE/ CIVIL/Prof. Shweta Motharkar & Prof. Garima Nagpal	Minor Research Grants	University of Mumbai	2019	30000
SCOE/ CIVIL/Dr. Sunil Rangari and Prof. Sanjay Singh	Minor Research Grants	University of Mumbai	2019	30000
SCOE/ MECH/M r.Sachin G. Solanke	Minor Research Grants	University of Mumbai	2019	48000
SCOE/ Auto/Prof. P. D. Ingle & Prof. Sagar Khatavkar	Minor Research Grants	University of Mumbai	2019	30000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>

<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Development of feedback questionnaire for online teaching learning process and conducted regular feedback from students to provide effective online teaching.	
All the staffs are encouraged to use of modern ICT based learning tools for effective Teaching-learning process.	
Continuous encouragement to promote research skill and research principles among faculty members. So total 14 patents were filed and published in the academic year 20-21.	
All the departments are encouraged to attend and organize seminars, workshops, conferences etc. Organized two International Conferences in the academic year 20-21.	
All the departments are encouraged to strengthen Mentorship programme by identifying the student's weakness and help to overcome them.	
<b>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</b>	
Plan of Action	Achievements/Outcomes
Use of modern ICT based learning tools for effective Teaching-learning process.	Following ICT based tools are used for effective Teaching-learning process. <ul style="list-style-type: none"> <li>Online video lectures</li> <li>Online lectures through Zoom, Google meet etc.</li> </ul>

	<p>NPTEL videos • You Tube • Online tutorials • Online Practice test</p> <ul style="list-style-type: none"> <li>• Online Labs • IIT Bombay virtual Lab • Digital Library • Coursera courses • Google Classroom</li> </ul>
<p>Introducing add-on courses for making students industry ready.</p>	<ul style="list-style-type: none"> <li>• Software Training Course on</li> </ul>
<p>Improve Placements for Mechanical, Automobile and Civil Students.</p>	<ul style="list-style-type: none"> <li>• Online Training UPSC/ MPSC exams • Preparatory sessions for GATE Exam2021 • Soft skill enhancement training sessions to BE students • Internships in Industries • Introduction of new companies for campus Placements: Kalpataru Constructions Pvt. Ltd. Modern Arch Infrastructure Pvt. Ltd and National Group are newly introduced for placement opportunities to the students. • Webinar on "Civil Engineering &amp; Infrastructure Development" A webinar by Prof. Dr. Ajay Kambekar from SPCE, Mumbai was arranged for all students of Civil Engineering Department to make them aware of the upcoming job opportunities in the infrastructure sector. • For mechanical students following courses are conducted: -Hands on for python programming -Session on verbal ability to crack TCS NINJA -Test series conducted for final year students</li> </ul>
<p>Conduct session on meditation and spiritual talks for depression and other illnesses related to mind.</p>	<ul style="list-style-type: none"> <li>• Mental health and meditation program which held on Friday 7th August 2020 • To learn more about mental health to provide helpful support to those who are affected in our families and communities, webinar on Mental Wellbeing COVID-19 Crisis has been conducted by NSS. • Webinar</li> </ul>

	on Taare Zameen Par conducted by NSS to give knowledge about physically and mentally challenged children. •
Organize internships	<ul style="list-style-type: none"> <li>• Students of third year and final year were encouraged to attend industry-oriented internships. Major Industries where students joined for internships are ONGC, CIIDCO Mass Housing Project, L&amp; T Constructions, Navi Mumbai Municipal Corporation, J. Kumar Infra Pvt. Ltd, etc.</li> </ul>
Arrange Soft skill session for mechanical students.	<ul style="list-style-type: none"> <li>• Nurture training programs • Soft-skill Training</li> </ul>
Strengthen Mentorship programme (identify the student's weakness and help to overcome them).	<ul style="list-style-type: none"> <li>• Mentor allocated to each student. Regular meetings are conducted with students. • Students are identified as advanced or slow learners and then weakness are identified. • One to one personal counselling with students to understand their difficulties and problems. • Interacted with students having network issues and given them extra time for their term work submissions. • Personal counselling done with students having financial issues.</li> </ul>
Improvement in Consultancy.	<p>Following consultancy works were conducted by SCOE in AY 2020-21:</p> <ul style="list-style-type: none"> <li>• Conducted Knowledge sharing consultancy work for A.C Patil College of Engineering. • Conducted CAD training to industry people</li> </ul>
Arrange online courses for Mechanical and Civil.	<ul style="list-style-type: none"> <li>• Industrial Waste Water Treatment: Challenges and Solutions: One day webinar arranged for all students of Civil Engg Department on</li> </ul>

	<p>27/02/21. Eminent speakers who conducted the sessions were Prof. Dr. T. V. Ramana, IISC, Bangalore and Mr. V. G. Wadhawne, IIWA Mumbai Chapter. • How to Write a Technical Paper in IEEE Format One day webinar organized for Civil Engineering students on 15/03/21. Prof. Hemant Sarje from Civil Engineering Department delivered the session. • Software Training Course on</p>
<p>Establishment of Incubation Centre to facilitate the spirit of innovation/entrepreneurship.</p>	<p>• INFERNATE Firm Company formed for AI data science. • In process of agriculture tenchno based firm (currently selling mushrooms from in-house).</p>
<p>Establishing relations with international educational agencies.</p>	<p>Following collaborations has been made with international educational agencies. • Fashion Design Internship • Research Talk • Two week Student Internship at ural federal university • Many students joined for masters in different universities like Lakehead University, Italian universities, University of Pisa, EUAS Estonia, RIT USA etc. • Talk on Research, Innovations and Start-ups • Open Online Lecture on Digital Transformation of Power Industry.</p>
<p>Improvement in Computer/IT placement package</p>	<p>• Students from Computer and IT placed with high package range from 4 to7 lacks.</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p>Yes</p>
<p>• Name of the statutory body</p>	

Name	Date of meeting(s)
Governing Body	30/03/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021	14/02/2022

**Extended Profile****1. Programme**

1.1	704
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

**2. Student**

2.1	2378
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	339
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	769
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>



3.Academic	
3.1	128
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	133
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
4.Institution	
4.1	46
Total number of Classrooms and Seminar halls	
4.2	612.84
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	696
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	
<p>College is affiliated to University of Mumbai and follows the University-prescribed curriculum. The Institution meticulously develops action plans for effective implementation of the curriculum and highest priority is given for academics.</p> <ul style="list-style-type: none"> <li>In the beginning of every semester, common academic calendar of events is prepared by the college based on the University calendar reflecting starting and ending dates of the semester, commencement of theory and practical examinations, internal assessments, student</li> </ul>	

feedback, parent teacher meeting, guest lectures, workshops, conferences, seminars, sports & cultural event details.

- Elective course choice is taken from the students before commencement of semester.
- HOD allocates both theory and practical subjects as per faculty choices and competency to have smooth conduct of curriculum. Faculty shares the course study material with students.
- A timetable at department level and master timetable at college level is prepared by respective coordinators.
- Periodically curricular academic activities are reviewed
- Effectiveness of course delivery is ascertained through the student's feedback and performance of students in Internal Assessment examinations.
- Parents/guardian meeting with class-advisor in presence of HOD is carried out twice in a semester.
- There is mechanism to handle both slow and advance learners to facilitate learning process. Different professional training is also imparted for overall development and employability of students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/drive/folders/1ccTJdqd96JfE5KsJ6t1p0C1FLOiqXRiR?usp=sharing">https://drive.google.com/drive/folders/1ccTJdqd96JfE5KsJ6t1p0C1FLOiqXRiR?usp=sharing</a>

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

#### Preparation and adherence to Academic Calendar:

Institute receives academic calendar from University of Mumbai with details regarding date of commencement of academic session, number of instructional weeks, oral/practical's and end semester examinations schedule. The HoD's prepare the department academic calendar based on the Institute academic calendar comprise of all academic and non-academic activities like Conference, Avishkar, Nakshatra, Club activities, Expert lecture, seminar, Project

Calendar, Conduction of site/field visits. The institution strictly adheres to all the dates given in the academic calendar for Continuous Internal Evaluation (CIE).

#### Process of Effective Curriculum Implementation:

- Every faculty member prepares a teaching plan of entire semester in-line with the department's academic calendar. The number of lectures planned and the number of lectures actually conducted,
- Internal evaluation is done as per the guidelines of University of Mumbai. The internal evaluation marks weightage is subjective to the university prescribed regulations. Additionally, assignments, internal-tests and end-course surveys are conducted to judge the understanding of the students.
- Continuous term work assessment and mock exams of laboratory work is carried out to assess the laboratory skills acquired by students.
- Internal Audits are conducted every semester, where inter department staff members are appointed as Internal Auditors.
- College have mentoring system, for 15 mentee one mentor.
- Feedback from the teachers, parents and student is used to identify barriers of learning.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/1XhjYoomRzhMRB3qpw_yCWK0lexa92Ma/view?usp=sharing">https://drive.google.com/file/d/1XhjYoomRzhMRB3qpw_yCWK0lexa92Ma/view?usp=sharing</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

33

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

1128

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The Institution, has taken up many initiatives over the years which has provided a platform to integrate cross-cutting issues relevant to Gender sensitization, Human Values, Environment and Sustainability and Professional Ethics into the Curriculum.

##### Gender Sensitization

Measures towards gender sensitization in terms of equality are taken for both the genders in all aspects. Equal opportunity is given to girls and boys in every co-curricular and extra-curricular activity. The institute has established a 'Ladies Grievance Cell' to handle the sensitive issues regarding the Women's right and security.

##### Environment and Sustainability

The present curriculum offers open electives and a mandatory subject on Environmental. Students are encouraged to take projects which address issues of environments. The institution conducts programmes like Tree plantation; seminars that enhance and inculcate remedial practices for issues on environment and sustainability.

##### Human Values

SCOE strives to impart, imbibe and inculcate human values among the students, faculty and staff members. Students do visit old age homes, homes for destitute children, etc. quite frequently. The Anti-Ragging Committee is constituted. Programme conducted on Blood Donation, Road and Traffic Safety.

##### Professional Ethics

College encourages the faculty and students to initiate, participate and implement the programmes which contribute to societal awareness.

NSS unit and Rotaract club conduct camps in the nearby villages. NSS of SCOE has also adopted villages called Borimalpada, District Raigadh and Shirsonchpada, District Nashik.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

216

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

2061

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
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File Description	Documents
URL for stakeholder feedback report	<a href="https://drive.google.com/drive/folders/1UTaC_cAD6q08K3eFOcoVeqxJjMfALSO46?usp=sharing">https://drive.google.com/drive/folders/1UTaC_cAD6q08K3eFOcoVeqxJjMfALSO46?usp=sharing</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://drive.google.com/drive/folders/1UTaC_cAD6q08K3eFOcoVeqxJjMfALSO46?usp=sharing">https://drive.google.com/drive/folders/1UTaC_cAD6q08K3eFOcoVeqxJjMfALSO46?usp=sharing</a>

## 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 students admitted during the year

653

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

241

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Institute takes constant efforts for effective teaching learning process, in order to meet the diverse needs of students. These efforts are constantly monitored and reviewed by the entire faculty members associated with the particular class. Based on exceptional gaining knowledge of abilities, students are grouped as Slow Learners, Advanced Learners along with Moderate Learners. Periodic Parent Teacher meetings are organized where faculty members and mentors have interaction with the parents of all learners and update them about the overall performance of their ward. It helps to enhance the overall performance of slow learners and groom advanced learners. Though all of the students are given focused academic coaching, special and added efforts are being taken for Slow and Advanced learners. Different learning levels of students is identified by analyzing the overall performance of each student in various activities like performance in previous end semester/year exam and Internal Assessment I, performance in class activities, responses during lectures, tutorials/ practical, group discussions etc and then students are grouped as per their learning abilities.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1Lum_0wPPMRHk741sWJwa55MQcn7OgLDA/view?usp=sharing">https://drive.google.com/file/d/1Lum_0wPPMRHk741sWJwa55MQcn7OgLDA/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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



Number of Students	Number of Teachers
2378	128

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 encouraged to enroll for internships in industries during winter/summerbreak. This gives them exposure to industrial practices. Technical associations/Student chapters like Prahar Racing Club/Indian Water Work Association/ ISTE / ISHRAE/ Department Student's Associations etc organize various activities for students to give them hands on experience on emerging technologies. They learn the engineering concepts by actually performing the laboratory experiments, mini projects and final year projects.

**Participative Learning:** Students participate in various industrial/site visits to augment their theoretical knowledge. Students are motivated to deliver Seminars/ presentation on topics from syllabus and content beyond syllabus, which help them to develop self-learning attitude and boost their technical knowledge. Participation in Group discussion conducted under programs like 'Nurture' and 'Soft skill Training' helps students to develop interactive skills and enhances their presentation skills. Every year institute organizes, Inter-Collegiate Project Competition which gives, a platform to students for exhibiting simple and innovative solutions to the pre-defined problems. Institute arranges various Workshops/ Seminars/ Add on Courses for students, which enables them to get more detailed knowledge in particular area relevant to current industrial requirements. Institute encourages the use of ICT tools and techniques as a students' centric innovative teaching learning practice for effective curriculum planning and delivery.

**Problem Solving Learning:** Students are inculcated with the problem solving attributes through Mini Projects & Projects. Faculty helps students to formulate the problems, and students try to find technical solutions which are feasible though innovative. Students are even sensitized to the nearby social conditions, and they work to find sustainable and affordable solutions for the basic living. This includes Construction of low cost ferrocement water tank at

nearby Adhivasi pada's. Ferrocement tanks are fully constructed by students using natural materials and this has resolved the water scarcity problem faced by the villagers. Various Softwares are being developed by students which are useful for real time problems like online feedback, Event Management Records.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1UPusOI5SFjF_xYV4P_pHa9qtluO7uHlBC/view?usp=sharing">https://drive.google.com/file/d/1UPusOI5SFjF_xYV4P_pHa9qtluO7uHlBC/view?usp=sharing</a>

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

The institute has the most pertinent atmosphere which motivates the faculty to make use of various ICT facilities and make teaching learning process more outcome based. SCOE is a recognized Remote Center of eOutreach program of IIT Bombay. Courses conducted under it have enriched SCOE faculty members with advanced teaching methods adopted by eminent teachers/professors of various IITs. Faculty prepares videos of their lectures which are shared with students via learning platforms like SCOE Youtube channel and Google classroom. Google Classroom is being used by our faculty members as a resource sharing platform. Assignments/quizzes are given out through such classrooms or through Google forms. Google Meet and Zoom platforms are used by faculty members to conduct online lectures, practicals, Project seminars, Mini Project discussions, webinars etc, during Covid 19 pandemic situation. IITB Virtual Lab is been used for conducting practicals in online mode. Institute is a member of National Digital Library and faculty members are also registered for NDL. Institute facilitates students and faculty with digital library (e-books, e-journals), to promote self-learning of students and to make them familiar with the latest trends and technology.

Students can have thorough practice for Aptitude using the dedicated software. They are provided opportunity to practice for GATE examination using dedicated Software and encourage the students to participate in the Robotics and Embedded System contest by establishing an advanced center under e-Yantra. During pandemic, students are encouraged to take part in various online technical competitions like AICTE Chatra Vishwakarma Awards, University level-Avishkar, National level Hackathons, etc. Students are also motivated to present technical papers in journals and conferences.

Plagiarism Checker X2017 Professional Software, an anti-plagiarism tool, is used to check the plagiarism of the technical paper and report written by final year students. Faculty members & Students are encouraged for online courses like Swayam MOOCs through NPTEL, Coursera, V Labs to stay updated with upcoming technologies. Institute conducts STTP/FDP especially on ICT Tool and Techniques and encourages teachers to participate in such workshops organized by other institutions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

128

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

128

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

14

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

756

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

**Internal Assessment Exam:** In a semester, two IA exams are conducted each of 20 marks and of one hour duration. IA exam pattern is explained to the students at the beginning of the semester. IA-1 is based on 40% of the syllabus and is conducted in February/August. IA-2 is based on remaining syllabus and is conducted in April/October. The average of marks obtained in IA-1 and IA-2 is considered for Internal Assessment. Dates and timings of IA exams are decided as per institute academic calendar. Question paper for

IA is prepared considering weightage for different modules as given in the university syllabus, by the subject in charge and submitted to departmental IA Exam Coordinator. All the questions are mapped to COs & POs. Faculty members prepare the model solutions with marking scheme. The evaluated answer books are shown to students to maintain transparency.

Term Work (TW) marks are given for each course as per UoM guidelines. The TW marks given to each student consider, marks obtained from assignments, experiments/tutorials and attendance. Assessment of TW is done on regular basis and thus continuous assessment is practiced.

Practical: Laboratory work planning is done by each faculty as per the syllabus. Lab manuals are prepared considering the UoM guidelines. Students maintain a lab journal consisting of the executed experiment with related theory, algorithm or flowchart, output/results, as per the subject requirement and is regularly evaluated by the teacher on weekly basis. Few practical beyond syllabus, but relevant for the syllabus are also conducted as required. Mini projects (if any): are subjected to periodic reviews by the faculty members for continuous assessment followed by final demonstration and report writing.

Final Year project work: Progress of each BE Project is monitored by the Project Guide on weekly basis. Also the progress of project work is evaluated by conducting progress seminar, where students present progress of work in presence of faculty members of department. TW marks for the project is the weightage of marks obtained in reviews, work done and quality of report and research publication. At the end of the semesters final viva is arranged where students demonstrate their project in presence of both external and internal examiners.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/11ET8rqh2zJVN6dzwhapr6znNMT--rNvo/view?usp=sharing">https://drive.google.com/file/d/11ET8rqh2zJVN6dzwhapr6znNMT--rNvo/view?usp=sharing</a>

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

All examinations such as Internal Assessment (IA), oral/practical exam and End Semester University exams are conducted in the Institute in a fair and transparent manner as per the guidelines

given by University of Mumbai (UoM). Students get their hall tickets well before the start of examination. In case of any grievances like non-issuance of hall tickets and correction in name, students write the application to Controller of Examination (CoE) and it is resolved immediately.

The End semester examination is conducted under the supervision of Junior Supervisors and Senior Supervisors. The specially appointed squad of institute, CoE and vigilant squad from university also take rounds in all the classrooms during the examination. Students may report grievances regarding any doubt/misprint in question papers to the junior supervisors during the examination. The doubt is further reported to senior supervisors, COE and to the University. The clarification from the university is communicated to COE. Further it is forwarded to the Senior Supervisors, Junior Supervisors and to the students in each classroom and record of the same is maintained by the exam cell. Any student found indulged in unfair means, the proof of evidence and the answer book are seized and submitted to COE and the student is provided with a new answer book to write further. After the examination, both the answer booklets (old & new) along with the copying material are placed in a separate envelope and both the student and the junior supervisor are asked to give a written explanation. An Unfair Means committee is set up after every exam to deal with all such cases. The decision of the committee after approval by the Principal is intimated to student.

For second year and Third year examinations, the marks are entered and verified by the respective faculty members and re-verified by the exam staff. Certain numbers of answer booklets of each subject are rechecked by the appointed moderator from other colleges from UoM and then finally the results are prepared. After the result declaration, students can apply for the photocopy of the corrected answer book within stipulated time period. Students may raise grievances due to 'totaling mistake', 'non-assessment of any answer' and apply for revaluation of their answer book. Subject experts from other colleges are appointed for revaluation of answer books wherein the original marks scored by the students are masked for fair evaluation.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1gxF0hHv7Ks_VnSyLvOJGuXg7sGMcp59/view?usp=sharing">https://drive.google.com/file/d/1gxF0hHv7Ks_VnSyLvOJGuXg7sGMcp59/view?usp=sharing</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

AICTE/ National Board of Accreditation have defined 12 POs thus maintaining uniformity across all branches of Undergraduate Program in Engineering. Aligning to these POs institute has developed 12 POs for all the undergraduate programs of SCOE. Program Specific Outcomes (PSOs) and Program Educational Objectives (PEOs) have been defined and stated after much deliberations and involvement of stakeholders. This has been done for all undergraduate programs being offered at the institute. Along with this Course Outcomes (COs) for each and every course of the program, which represent the expected knowledge and skills acquired by the students at the end of a course. In general, six COs are listed out for every course across all programs.

University of Mumbai has specified the course outcomes for each course (theory and laboratory), in its syllabus. Based on that, subject faculty in the institute has defined COs for the respective courses to improve the efficiency and effectiveness of the course content delivery. Bloom's taxonomy is also thoroughly considered while defining the COs. The Course Assessment Report is prepared for all courses. It includes COs for a particular course and its attainment and mapping with POs & PSOs. POs are conveyed to all the students at the beginning of every semester. Every faculty member communicates the significance of Cos and its linking with POs & PSOs in the very first lecture for all courses. Thus students are made aware about the learning outcomes of the course.

Internal Assessment (IA) question paper clearly displays the associated COs, POs and Performance indicator (PI) along with Blooms Taxonomy level. Two IA conducted in a semester cover all six COs for a course. POs and PSOs are widely displayed in college premises using Sun boards and printed charts placed in Common Areas, Instructional Rooms (Classrooms), Laboratories, Seminar halls, HOD cabins.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2021/12/All-Dept_PO-PSO-CO-19-12-21.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2021/12/All-Dept_PO-PSO-CO-19-12-21.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of COs, POs, and PSOs are calculated using Course attainment calculation sheet considering all aspects of teaching and learning process.

Course Outcomes (CO) attainment is done by direct and indirect assessment. The direct assessment is carried out by the evaluation done throughout the semester via assignments, practicals/tutorials, internal assessment, and mini project. At the end of the semester, the total term work marks are evaluated and all these parameters are mapped to the COs, POs and PSOs. The weightage for direct and indirect assessment is considered 80% and 20% respectively. Indirect assessment of COs is calculated from responses received from Course Exit survey at the end of the semester. Finally, the overall attainment of Course Outcome is calculated collectively from direct and indirect assessment.

Program Outcomes attainment calculated from the CO attainment using direct and indirect assessment method. In direct assessment, the COs of each course is mapped to the POs. As per the calculations of attainments of individual COs of each course, the PO attainment is calculated for that course and subsequently for all the courses in that program. For the indirect PO assessment different surveys are conducted by the institute at departmental and institutional levels. Indirect assessments of POs are calculated on a 3 point scale obtained from feedback taken from Course exit survey, alumni, graduates and employers and Program Exit Survey.

Calculation of the Program Specific Outcomes attainment from CO attainment is also done by direct and indirect assessment. Mapping of every CO is done with the PSOs and the attainments are calculated on a 3-pointscale. This forms the direct assessment component of the PSOs. Indirect assessment of PSOs are calculated on a 3-point scale



from the responses obtained from feedback taken from Course exit survey, alumni, graduates and employers, Program exit survey. Course Assessment Reports (CAR) is prepared for all courses offered by all programs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2021/12/All-Dept_PO-PSO-CO-19-12-21.pdf">https://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2021/12/All-Dept_PO-PSO-CO-19-12-21.pdf</a>

### 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

769

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://drive.google.com/file/d/1ZwOQBq5eLK4bqQ29ztfhi50KjRVfTX-A/view?usp=sharing">https://drive.google.com/file/d/1ZwOQBq5eLK4bqQ29ztfhi50KjRVfTX-A/view?usp=sharing</a>

### 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://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2022/03/Student-Satisfaction-Survey-2020-21-Google-Forms.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

1.78

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

5

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://mu.ac.in/">https://mu.ac.in/</a>

**3.2 - Innovation Ecosystem**

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The R & D Cell and other collaborative units have created an ecosystem for innovations for the creation and transfer of knowledge. R & D Cell nurtures research culture amongst the students and faculty by providing an environment conducive for research. Institute has received several research grants from reputed organizations like BRNS, IETI and University of Mumbai. The institute also has 22 patents published in its credit in last 5 years. It also motivates faculty to submit research proposals to funding agencies and publish their research output in journals. It encourages faculties to organize and attend conference/STTP/ FDPs/workshops/ seminars. It motivates students for participating in research activities, project presentations and competitions like Avishkar, etc. It has contributed for development of Eyantra Lab supported by IITB. Entrepreneurship cell provides the mentoring and infrastructural support for the entrepreneurship project like Aquaponic farming, Urban Mushroom farming, Biodegradable packaging, Resin furniture, Electric vehicle, etc. Institution maintains close ties with industry collaboration for academics and research. Various students clubs and committees are active in the college to inculcate moral, ethical and social values in students. As a result of the above associations and the programmes, many of our students/ex-students have successfully launched their own start-ups.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1A9bcLUKRMJbFhK7LwYUftSYo-w2NjZ33/view?usp=sharing">https://drive.google.com/file/d/1A9bcLUKRMJbFhK7LwYUftSYo-w2NjZ33/view?usp=sharing</a>

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="https://engineering.saraswatikharghar.edu.in/research-development-cell/">https://engineering.saraswatikharghar.edu.in/research-development-cell/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

108

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - 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 main objective of extension activities is to develop student's personality through community service, making them socially aware, make them understand the problems prevailing in society, nurture ethical and moral values and their social liabilities. The institute motivates students to involve in all the extension activities. This participation inculcated various important skills and values in students like understanding social responsibilities, organizational skill, leadership qualities, utilizing their technical knowledge for social welfare, taking up projects of societal concerns, ethical behavior, etc. Various extension activities conducted by the institute are blood donation camps (21), health check-up and awareness camps, AIDS awareness, afforestation, ,rain water harvesting, STP provision, disaster management, pulse polio immunization, eco friendly Ganesha making workshop, Swachha Bharat Abhiyan, Marathon on drug abuse, Akhand Bharat and women empowerment, etc. Rural development program is also undertaken by NSS unit by adopting villages like Behrang in Panvel Taluka, Borimal Pada, Shirshoncha Pada, Vasara in Nashik. NSS adopted a small village called Borimal Pada where water tank of 7000 litres capacity of water, 75 CCT, 5 toilets were constructed. Solar panels were installed and school was renovated. It is actively involved in helping flood & drought affected people, cancer patients and donation for orphanage.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1Fn5vkrjgiBJDEbP4GcnbUmlERf6gzb/view?usp=sharing">https://drive.google.com/file/d/1Fn5vkrjgiBJDEbP4GcnbUmlERf6gzb/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year****3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - 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****3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

227

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year****3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

6534

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

21

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

### 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.

The Institution is located near MUMBAI\_PUNE Expressway and Kharghar Railway station. The institute caters to all the needs of stakeholders. It has excellent infrastructural facilities spread over 2.2 Acres of land of Metro city. The total carpet area of 15554 Sq.m. The Institution also has 52 Laboratories, 33 classrooms, 28 Smart classrooms, 02 Seminar Halls and 01 Auditorium with seating capacity of 600. All departments have classrooms equipped with ICT facilities.

Number of classrooms: 33 (Seating Capacity of 75 -80)

All the classrooms are equipped with adequate lighting, good ventilation and Podium. Maximum classrooms are equipped with Internet connectivity, LCD projectors.

Technology Enabled Learning Rooms (smart classrooms):

Number of rooms: 28 (Seating Capacity of 75 -80)

Smart classrooms are equipped with LCD Projector with Smart interactive board facility, internet connectivity, Audio and Video facilities for effective Teaching learning process.

Number of Seminar Halls: 02 (Seating Capacity of 200 to 250)

Seminar Halls are equipped with LCD Projector with white board facility, internet connectivity, Audio and Video facilities.

Number of Drawing Halls : 02 (Seating Capacity of 120 to 150)

Drawing halls are equipped with Drawing tables, Chairs, Fans, Light with good ventilation and ambience.

Number of Laboratories: 52(Seating Capacity of 30 to 40)

All the Laboratories are equipped with state-of-the-art facilities with periodic maintenance mainly system maintenance, antivirus updating, software updating, calibration and servicing. Each lab is provided with necessary display boards and adequate safety measures. In addition to the regular curriculum labs, the college established some labs in collaboration with the industry for skill up gradation



in advanced technologies in the last five years.

**Library:** Library is also enabled with digital library with internet connectivity and reading room facility. The library has a total of 27096 books, 5135 Titles. It has subscribed to online journals of J-Gate Science and Technology, KNIMBUS library Portal and it is subscribing 90 Journals in print. All Departments are having department libraries for ready reference.

**Computing equipment:** The entire campus is facilitated with mobility aware internet connectivity and with abundant bandwidth. All computers are connected to campus LAN network. A Central Computing Centre with 35 Desktop.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1ZNds_ssCe0SJHAWlguNrF18Htk50CHIjZ?usp=sharing">https://drive.google.com/drive/folders/1ZNds_ssCe0SJHAWlguNrF18Htk50CHIjZ?usp=sharing</a>

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

The institution gives adequate importance to Sports and games. Institute has enough facilities for both outdoor and indoor games.

**Outdoor games:**

Adequate facilities are provided for Box Cricket, Volleyball, Ball badminton, Kho-Kho and Throw ball.

**Indoor games:**

The college has 160 sqm. built-up area available to facilitate the indoor games such as Table Tennis, Carom and Chess.

**User rate:** Around 200 students utilize the facility every day.

**Encouragement for Participation:**

- Attendance is provided to the students who represent the college at Inter-University, National and International competitions.
- Traveling and DA is provided for the student to participate in

the events.

- Sports material and uniform is provided to the college teams to participate in the events.
- Annual social gathering "NAKSHATRA" is organized every year where various sports competitions are organized.
- Meritorious sports persons of the college are rewarded.

#### Gymnasium:

Gymnasium is available in college campus. Cardio exercises equipment such as cross trainer, treadmill is available in the gymnasium. Around 30-40 students utilize the facility every day.

#### Yoga:

- A 70 Sqm. capacity hall is provided for Yoga.
- International Yoga Day is celebrated every year with 500 students and faculty participating in the event.

#### Cultural Activities:

To promote cultural events among students in the campus, cultural clubs were constituted by the college. It encourages the students to participate in District, State, National level, Inter Collegiate and Inter University cultural festivals. Different clubs such as Oratory, Dance, Music, Art, Fashion, Photography and Drama clubs are constituted at Institute level. Cultural festival is conducted every year in the month of February-March.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/19t6iJtiF5MmSLPwyXssYBM8_aMynjGLj?usp=sharing">https://drive.google.com/drive/folders/19t6iJtiF5MmSLPwyXssYBM8_aMynjGLj?usp=sharing</a>

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

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://docs.google.com/document/d/1Jz7-U2Jm268Jqy4TOtc1mDJlgqxN8do9/edit?usp=sharing&amp;ouid=111955940174271034812&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1Jz7-U2Jm268Jqy4TOtc1mDJlgqxN8do9/edit?usp=sharing&amp;ouid=111955940174271034812&amp;rtpof=true&amp;sd=true</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

99.73

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Saraswati College of Engineering library plays a dynamic role in meeting the present and future needs of its scientific community by selecting, acquiring, circulating appropriate scientific and technical information through different channels of communication. The institute library was established in 2004.

- Institute Library is spacious, well-furnished and has a huge reading hall
- It provides information resources like books, journals, newspapers, and other resources such as e-books, e-journals, Videos, CDs and DVDs which furthers the knowledge and thought process of the users.

- The library has a total of 27096 books, 5135 Titles. It has subscribed to online journals of J-Gate Science and Technology, KNIMBUS library Portal and it is subscribing 90 Journals in print.
- NPTEL Facility (National Program on Technology Enhanced Learning) to access web & video lectures is available in the library. Library has membership in National Digital Library of India (NDLI) which is sponsored and mentored by the Ministry of Education, Government of India, through its National Mission on Education through Information and Communication Technology (NMEICT). The institute library also has membership in e-Shodh Sindhu; consortium for higher education electronic resources which provides access to e-resources of universities, colleges and centrally funded technical institutions in India.
- The library is equipped with e-Vidya, Library management System Software Package by 'Biyani technologies' which is an Integrated Library Management System (ILMS) with Barcode Scanner that supports all in-house operations of the library. The Central Library can be accessed through the On-line Public Access Catalog (OPAC) within the campus premises. The software supports all operations of the Library as described below in a central database and integrated approach. Management and administrators can retrieve real-time information and view all the information online.
- The database of all books is maintained.
- For every book, information such as, title, author, publisher name, publishing year, volume ISBN, branch, bill number, and number of copies, is saved.
- Daily book-issue/ return records can be maintained and retrieved whenever required.
- Branch wise books lists can be generated.
- Overdue reports for the books can be generated.
- All books of the library are barcoded as this ILMS provides a barcode printing option.
- All information of a library, their activities, purchase, issue and receipts, registers, etc. can be viewed.
- Completely secure system with Password protected user access.

The information about ILMS and other e-resources available in the library is presented to the staff and students regularly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://drive.google.com/file/d/1PxzI2-Fx-_fEHvqBJgs1SgKDnSeUjubY/view?usp=sharing">https://drive.google.com/file/d/1PxzI2-Fx-_fEHvqBJgs1SgKDnSeUjubY/view?usp=sharing</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**5.59**

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

**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**

**382**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

In this modern era, the internet communication is very important in teaching learning process. The infrastructural development along with its IT facilities including WiFi is given top priority as we realize the correlation between adequate infrastructure and effective teaching - learning process. IT infrastructure facilities are created taking into consideration the requirements of all the stakeholders. It includes: Hardware: It includes server, firewall, router, networking switch and computing facilities a) Server: Institute has 5 high configuration servers Antivirus Server : IBM X3200 M2 With Zeon Processor, 500 GB HDD 4 GB RAM for Antivirus Server

Master Sever: BM X3200 M2 With Zeon Processor, 500 GB HDD 4 GB RAM for Windows OS deployment & WSUS patch update.

Account Server: HPE ML110 Gen10 3204 1P 16G NHP Svr Intel Xeon-Bronze 3204 (1.9GHz/6-core/85W)/ 1x16GB RDIMM DDR4 1 TB HDD for Tally

Exam Server: HPE ML110 Gen10 3204 1P 16G NHP Svr Intel Xeon-Bronze 3204 (1.9GHz/6-core/85W)/ 1x16GB RDIMM DDR4 1 TB SSD for Exam Software

PTC Creo server: Intel Core i3 Processor, 4 GB RAM , 500 GB HDD from Creo Server

b) Networking Switch: D-Link 24 Port Switches (32) c) Firewall: Sophos XGS 2100 is the main firewall to provide optimal performance and efficiency to meet the expanding security needs. e) Other peripherals: Institute has 53 printers which include laser and Inkjets, 18 projectors

f) Computing Facilities: Institute has 694 computing machines with configuration as i3 processor, i5 Processor, 4GBRAM, 500GB hard disk, 3.10 GHz CPU speed.

**Software:** 4 legal system software like Windows, Linux etc. and 38 application software like PTC Creo, Solid Edge, ORACLE. Etc. Students are encouraged to work on open source software.

**Internet and Wi-Fi:** The campus has internet connection of 100 Mbps bandwidth, providing anytime anywhere access to knowledge and learning resources.

**Service Provider:** Reliance Jio Ltd., Bandwidth available: 100Mbps,

**Gateway level Security & Gateway level antivirus & antispam is implemented using Sophos XGS 2100 Firewall.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1IqgdLYEFJBRYqrU9Xx99vRdls3jzVg8o?usp=sharing">https://drive.google.com/drive/folders/1IqgdLYEFJBRYqrU9Xx99vRdls3jzVg8o?usp=sharing</a>

#### 4.3.2 - Number of Computers

696

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)****101.69**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Cleanliness beautifies the campus, makes it delightful and improves focusing on study. Knowing this, every effort is made to create clean and beautiful campus. The Institute has a garden which is regularly maintained. Adequate human resources are deployed exclusively for maintenance and upkeep of campus infrastructure.

The Institute has a robust system and well defined procedures for maintenance of all facilities. The procedure is followed as below for the maintenance: -

The request for maintenance is entered in a register maintained by the Estate Manager at the Institute level.

**a) Routine Maintenance**

Cleaning, Dusting, Sweeping and Mopping of all areas is undertaken daily by the contractual housekeeping staff and is supervised by the supervisor. For minor repairs, the Institute has a workforce of carpenters, electricians, plumbers and civil contractor.

**b) Preventive Maintenances:**

**Electrical maintenance:** - The activities related to maintenance of electrical fittings, public address system, pump rooms etc. are supervised and done by the Institute's electrician.

**Air conditioning:** - Library and some laboratories of the institute are air conditioned. The maintenance of the heating, ventilation and



air conditioning system is outsourced.

**Lifts:** All the lifts are maintained through AMC with Kone Elevators. Lift men are appointed in each lift to drop people at their required floors.

**Water coolers and purifiers:** - The equipment maintenance is done by the contractual agency with which the institute has AMC.

**Pest control:** - Pest control which includes combating general disinfection, rodent treatment and anti-termite is done periodically.

**Gymnasium:** - A well-equipped gymnasium facility is available for all the students. A full-time trainer is appointed in the gymnasium. The maintenance of the gymnasium is carried out by maintenance department.

**Fire Extinguisher:** - As a safety measure every floor is equipped with a fire extinguisher. Its maintenance is taken care of by the contractual agency. Also, water pipelines are available at each floor in case of fire emergency.

**Auditorium:** - An elegant and spacious auditorium is available for conducting cultural as well as professional activities. It is maintained by the appointed staff of the Institute.

**Garden:** - The cutting, cleaning, watering, soiling etc. activities in the garden are done by the Institute's gardener.

**First Aid facility:** - First Aid Kit is available in each department to handle basic emergencies which are annually checked for outdated medicines and replaced with new stock. The safety measures to be taken in case of emergency are displayed in each laboratory. First aid room is also available at ground floor in case of emergencies. For critical Medical emergencies, MOU with G.D. Pol Hospital is signed. This hospital is 1 Km away from the institute.

### c) Classroom Maintenance

All the classrooms are well ventilated with natural light and air due to which students are able to study in the natural ambience. Every day, all the classrooms are cleaned, swept and mopped by the contractual staff appointed. Dustbin is provided at each floor.

Most of the classrooms are ICT enabled. For the maintenance of

classroom furniture and electrical equipment, there is a dedicated carpenter, electrician and system administrator.

CCTV is installed in the campus at necessary places for the security purpose. All the classrooms are utilized optimally during college hours.

#### d)Laboratory Maintenance

The institute has two full-time system administrators and an independent maintenance room for carrying out IT maintenance.

Major troubleshooting of the hardware and systems is done by the system administrators of the Institute. Fire extinguishers are installed in all departments.

Every day in the morning all the laboratories are swept and mopped, properly by the dedicated cleaning staff.

Each laboratory has a Lab in-charge who is a teaching faculty and a Lab assistant who is responsible for the well maintenance of it. To maintain the record of Equipments and their repair maintenance, there is a laboratory register which is updated by the Lab Assistant. Consumable equipment record is maintained by lab assistants. Power cables are properly insulated and laid away from pathways. All the computer labs are provided with proper internet connection so as to conduct experiments smoothly. Lab time table and list of experiments are displayed in all labs.

In case of any damage or theft the matter is first conveyed to the HOD by the lab in- charge and then further required action is taken. All mentioned physical facilities are supported by continuous supply of electricity with generator sets of adequate power. The generators and all supporting facilities are well maintained for undisturbed performance.

#### e)Maintenance of Indoor sports complex

This Institute has a well-equipped Gymnasium for the students. Students can exercise and play indoor games such as Carom, Chess, and outdoor games such as Table Tennis, box cricket, and volley ball. Students are allowed to play light music for their entertainment. Entry of the students inside the Gym is monitored by an entry register. For outdoor games Karnala Sports academy is made available for the students. Maintenance of all sports equipment is done periodically.

**f) Maintenance of library**

The books are kept in good condition by binding them regularly. Review and discard of obsolete books are carried out periodically.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1p0h779nZATL_KzEAghsfR0uJJG_YGGFOD/view?usp=sharing">https://drive.google.com/file/d/1p0h779nZATL_KzEAghsfR0uJJG_YGGFOD/view?usp=sharing</a>

**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**

1608

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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**

8

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://engineering.saraswatikharghar.edu.in/naac-supporting-documents/">https://engineering.saraswatikharghar.edu.in/naac-supporting-documents/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**1700**

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

**1700**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

230

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

30

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**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**

9

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

04

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

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 )

#### About Committees:-

For holistic development of the students of SCOE there are various active student chapters categorized differently so that students can excel and learn the administrative capabilities thus giving them great advantage in their career.

**Category A: International/ National Level Committees:** Students here are the members of nationally and internationally recognized organizations. The Committees are: ISHRAE, CSI, SAE, ISTE, IWWA and IETE.

**Category B: a) Department Level Committees:** The Committees are: ACE, CESA, ETSA, RACE, SAIT and MESA, b) Team Prahar Racing, and c) Entrepreneur's Network Cell.

**Category C: Committees for Social and Extra - Curricular Activities:** SCOE, through these Committees, encourages students to participate in social and extra - curricular activities that are conducted by them. The Committees are College Students Council, National Service Scheme, and Rotaract Club

File Description	Documents
Paste link for additional information	<a href="https://docs.google.com/document/d/1ubV20hNGClZkZdXe40qjnc6g_tE1Rmnu/edit?usp=sharing&amp;ouid=100960828773447810043&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1ubV20hNGClZkZdXe40qjnc6g_tE1Rmnu/edit?usp=sharing&amp;ouid=100960828773447810043&amp;rtpof=true&amp;sd=true</a>
Upload any additional information	<a href="#">View File</a>

### 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

34

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

The Alumni Association of Saraswati College of Engineering was formed in September 2020, named as "Saraswati College of Engineering-Alumni Association". Our Alumni Association works for the overall development of students and the institution.

Alumni meet is arranged in the institute every year. In the meeting, the views of the Alumni, their valuable suggestions are noted. SCOE Alumni Association notably contributes in the highlighted areas:

**Career Guidance & Counseling:** The Alumni Association, counsel the students giving them proper guidance towards achieving their aims and goals. Alumni share their experience which motivates students for their career development in various domains.

**Placements:** Alumni share their experience which creates awareness among the students and gives them an opportunity to perform in this cut - throat competitive market. Alumni also come forward and help students get placed at their respective organizations

**Internship Programs & expert guidance from Industry:** Alumni help in providing Internship to meritorious students in their organization



and also provide guidance to them from the industry experts.

**Alumni Seminar & Workshop:** Regular seminars and workshops are conducted by the Alumni Association of SCOE in various technical areas. The Automobile department of SCOE organizes various Alumni talk series every year.

**Book Donation:** Alumni Association of SCOE has taken great efforts to help the students in need and have donated their books and other study materials to the underprivileged students as an immediate relief measure to them. It is a mark of tribute to the institute and to support the needful students.

**Mentorship and Scholarship:** Alumni Association of SCOE conducts various events and programs to mentor students to achieve their best in their professional career.

**Entrepreneurship Awareness Program:** Some Alumni choose to become entrepreneurs during their academic career and come up with their own start-ups and excel as successful entrepreneurs. They share their life skills, experience, success stories with the student.

File Description	Documents
Paste link for additional information	<a href="https://docs.google.com/document/d/1JQaXgYcJ-_hsNGksS_H7BjPyhx0lsXa9/edit?usp=sharing&amp;ouid=100960828773447810043&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1JQaXgYcJ-_hsNGksS_H7BjPyhx0lsXa9/edit?usp=sharing&amp;ouid=100960828773447810043&amp;rtpof=true&amp;sd=true</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

**SCOE - Vision and Mission**

**Vision:** To be universally accepted as autonomous center of learning in engineering education and research.

**Mission:**

- To educate students to become responsible & quality technocrats to fulfill society and industry needs.
- To nurture student's creativity and skills for taking up challenges in all facets of life.

Saraswati College of Engineering, affiliated to University of Mumbai was established in 2004 with a vision to impart quality technical education to the students. The Institute is committed to provide quality education to students. To fulfill the vision and mission of the college, the institute has established its procedures and best practices to achieve excellence in education and research. The college promotes decentralized, participative management and the governance is carried out by the top management, the Saraswati Education society and the advisory board. The Governing Body delegates authority to the Principal who shares it with the Deans, the Heads of departments, and the Coordinators of various committees. The governance includes IQAC, QMS, Best practices, deployment of duties, addressing of grievances through assigned committees. The faculty plays a vital role in the development of the institute by encouraging students, participation in co-curricular activities, skill development, up grading & designing the laboratories, taking up in house R & D projects, recruitment of faculty and purchase of new equipment. The students along with the student council are involved in the various associated departmental associations, clubs & committees towards holistic development of the students. The college management is supportive towards staff and administration for strengthening academics, entrepreneurship development and research.

The perspective plan from 2021 to the year 2026 shows the gradual development of the well developed ISO procedures implemented currently and further implementation fulfilling the mission and vision of the college.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1KC2IL_ouABU_jk900_OS13ljGJo9VBOHY/view?usp=sharing">https://drive.google.com/file/d/1KC2IL_ouABU_jk900_OS13ljGJo9VBOHY/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

The institute believes in the practices of decentralization in all academic and administrative activities. The decentralization reflects in various functional bodies like Management, Governing Body, College Academic Committee, IQAC Committee, Administrative, NSS committees, SCC committee and various committees to monitor, plan and execute smooth functioning of the Institute.

**Management:**

Participative management culture is always helpful towards academics and administrative work in the Institution. Management supports the faculty for strengthening teaching- learning process, academic development, entrepreneurship development and Research. Faculty communicates plans for establishing various programmes for curricular and extracurricular abilities.

**Administration:**

The Registrar is administration head of the institute, supported by office staff. Similarly Principal monitors the academic processes through the head of the departments and academic co-ordinators and teachers.

**Case Study of Decentralization and Participative Management:**

**Case Study 1: International Conference on "Industry 4.0"**

The college had organized Two International conferences. One for Comp/IT/EXTC Department, titled as "International Conference on Advance Information and Communication Technologies[ICAICT-2021]"& another for Civil/Auto/Mech Department, titled as "International Conference on Sustainability Development with Recent Trends &Advances in engineering to support "Make in India" initiative[ICSRTAE-2021]" on 7th May 2021.

**CASE STUDY 2: College Development Committee**

A College Development Committee (CDC) is formed which actively participates in discussions with the Management. The CDC is the highest decision making body in the college. College Development Committee (CDC) is a centralized committee

File Description	Documents
Paste link for additional information	<a href="https://docs.google.com/document/d/1T9zDCyFGS6AmUWV2qw0vEAJqdXt04yix6qyb_RBmUlk/edit?usp=sharing">https://docs.google.com/document/d/1T9zDCyFGS6AmUWV2qw0vEAJqdXt04yix6qyb_RBmUlk/edit?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Training and placement cell and the Study abroad cell activities have been successfully implemented at SCOE to train the students and to achieve 100 % placement by providing them adequate job opportunities. Few activities are as below: Training & Placements:

1. Aptitude Test: General Aptitude and Company specific practice test
2. Huawei- ICT Partnership Programs & competitions: on technologies such as - Artificial Intelligence and Routing
3. SCOE-Remote center of IIT Bombay: conducts workshops on various subjects.
3. Soft-skill & Personality Development Program: 'NURTURE' conducted as an Add on course to develop the soft skill, communication and personality of the students; 'Campus to Corporate' program for extra practice.
4. Tie-up/ MOU for Internship: Inter shala, Heart Shirt, Asha classes.
5. GATE preparation & Internships: through GATE Software for all branches.
6. Companies visit for placements: Increase in placements with approx. 83 companies, including 23 new and MNCs companies like; Wipro, TCS, Infosys, Cap Gemini, Godrej, Accenture visiting the campus. The average CTC increased up to INR (lakh) 3.5, minimum to INR 2.4 and maximum to INR 7.5 per annum for 2021 batch, recording a jump of 28.00 %. This year, the highest number of Job offers (26) were generated by TATA Consultancy Services.

Study abroad cell for Higher studies: The cell provides free of cost guidance to all the students on various universities, courses, documentation, loan guidance, Sop writing, internships etc. The cell has MOUs with specific universities to help students with Internships, research collaboration and student exchange programs. No. of students interested in study abroad cell is approx. 103. MOU with partners such as: Ural Federation University, Russia, AIMST University, Malaysia, University of Canberra, Australia and N+I network, Paris, France etc.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1qQHgCM2C_aGeHEMzKTLzdwGvLfSejtqt?usp=sharing">https://drive.google.com/drive/folders/1qQHgCM2C_aGeHEMzKTLzdwGvLfSejtqt?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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.

SCOE is managed by the Saraswati Education society and the advisory board based on the guidelines as stipulated by AICTE. The Governing Body delegates authority to the Principal who further shares it with the designated Deans, the Heads of Departments (Hods), and the Coordinators of various committees. The governing tasks include the framing, implementation and monitoring of institutional policies through IQAC, QMS, Best practices, deployment of duties and addressing of grievances. SCOE follows decentralized process of operations and has delegated authority at various levels to ensure good governance. As displayed in the Organogram, Principal takes directions and approvals from the top management, the Saraswati Education Society and Board of Governance for various academic and administrative activities of the college. The Principal has overall responsibility of the smooth running of the institute. The Principal interacts directly with the Registrar, Deans- Academics, Administration, R & D, Higher studies & study abroad, Student career & development, Hods of respective branches, Head of exam cell, Chief Accountant and the Student council for conduction of activities in the department/ college. The respective Deans interact with the Hods of engineering branches regarding all student related matters. The Registrar interacts with Head Student section, Head- Establishment and Head-HR for respective tasks. The Hods interact with the teaching faculty members, non teaching staff, and committee coordinators to ensure proper conduction of all student related activities of the department. All rules and regulations, code of conduct, policies and procedures, are shared with the staff members through the college HR & Administrative policy. The college follows the rules and regulations according to the norms of University of Mumbai, Government of Maharashtra and regulations by Governing Body of the Institute from time to time.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1YLj_PiQLpsi4YK84Aj-m9_TTddJ5lLtO/view?usp=sharing">https://drive.google.com/file/d/1YLj_PiQLpsi4YK84Aj-m9_TTddJ5lLtO/view?usp=sharing</a>
Link to Organogram of the institution webpage	<a href="https://drive.google.com/file/d/1YLj_PiQLpsi4YK84Aj-m9_TTddJ5lLtO/view?usp=sharing">https://drive.google.com/file/d/1YLj_PiQLpsi4YK84Aj-m9_TTddJ5lLtO/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college (SCOE) has various welfare schemes for the benefit of both teaching and non-teaching staff members. Various training programs, seminars, workshops, etc., are conducted on a regular basis.

The institute has a fee reimbursement scheme for STTP/Workshop/Trainings/Professional Membership. The Institute encourages faculty and staff members and also financially supports them to attend various programs/ conferences/STTPs.

The institute also reimburses travel cost for faculty or students for travelling to conferences outside of city. The Institute facilitates various soft-skills training programs for teaching and non-teaching staff members.

The Institute motivates and supports faculty members financially for acquiring higher degrees from renowned and accredited Universities. The college helps staff members to work on different research oriented projects or purchase required equipments, software which can be helpful to the project work and the college for further new projects. Various recreational and health awareness programs are conducted for the development of staff members.

Other welfare measures for Teaching and non teaching staffs are:

- Leaves: Medical/ casual/ Maternity/ Earned leave/ on Duty leave based on procedures and requirements.
- E P F - Paid as per P F Act to all the employees.
- Employee Insurance policy for teaching and nonteaching staff
- Conducting Recreational programs- Women's day, Teacher's day, SCOE staff day- 'Saptrang'
- Financial support to staff for Research activities
- Bus facility for staff from Kharghar station
- Health awareness programs - Yoga etc.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/108QeLKYAN4Zr5jeypDcteHsU9gD6v67m?usp=sharing">https://drive.google.com/drive/folders/108QeLKYAN4Zr5jeypDcteHsU9gD6v67m?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

### **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**

**79**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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****16**

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

**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****101**

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

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff****At SCOE, the Appraisal system is based on several parameters**



evaluated via the Appraisal process combining the API (Academic Performance Index) points and the Self Appraisal points. Separate formats are followed for the Teaching and Non teaching staff.

#### Teaching staff Appraisal System:

The Appraisal process follows a step by step approach and is based on the evaluation of Self Appraisal form and the API form along with the attached proofs as submitted by the faculty. The Head of department evaluates the forms and further evaluation is done by the Principal along with the Dean Academics. Final evaluation is done by the Principal and the top management department wise.

The criteria for the appraisal are - Co-curricular, extension, and professional development related activities, Student Feedback & HOD feedback , Co- curricular, Extension & Professional development related activities, Research and academic contribution at department/ college level, Department/college level other responsibilities, Training programs/ workshops/ seminars attended /organized , Project guidance and Consultancy work, Awards/ Honours/ Recognition received , Examination work etc.

#### Non Teaching/ Support staff Appraisal System:

The Self Appraisal form and the API form is submitted by the Non teaching/ support staff with the required proofs. The evaluation of performance is done by the respective Head of Department, Dean-Administration and the Registrar based on punctuality, hardworking nature, skills acquired, attitude and behaviour, Work competency, self improvement skills, other responsibility at college level etc. The final evaluation is done by the Principal and the college management authorities.

Based on the appraisal, the promotions/ increments are given to the concerned staff.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1d-rtpwtra804Aay3Zt1lSEJk0EpK8XUg/view?usp=sharing">https://drive.google.com/file/d/1d-rtpwtra804Aay3Zt1lSEJk0EpK8XUg/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 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 Saraswati Education Society, parent body of the institution hires internal and external auditors annually. The audited accounts of SES are annually scrutinized by the Shikshan Shulk Samiti (Fee Regulating Authority) of the Directorate of Technical Education (DTE), Government of Maharashtra. Auditing processes of SES takes place in two stages namely, internal audit and External Audit. The Internal audit is carried out by Registrar Mr.Amar Shinde and Principal Dr. Manjusha Deshmukh and External audit is carried out by Sushant Phadnis & Co. Most of the transactions are in non-cash mode and is done using Tally ERP 9 Software. Greytip Software is used for salary related calculations, as well as sending Salary Slip and also for Income Tax purposes including generating of Form 16. TDS Xpress software is used for TDS related work and it's helpful for generating Form 16A. The salary of each employee is directly credited into their bank accounts (Punjab National bank). So farthere is no audit objection from any of the auditor till date in our 16 years of existence. Regular monitoring of fund flow helps the institute to be financially strong so as to meet all financial commitments efficiently.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1zxvrSZim5NTBMxXQetxw1MgKC0Zp9YhW/view?usp=sharing">https://drive.google.com/file/d/1zxvrSZim5NTBMxXQetxw1MgKC0Zp9YhW/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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)**

2.9284

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

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

SCOE has a distinct method of budget for every academic year which is utilized for all academic, infrastructural and other activities. The main source of funds is student fee which is approved, by the Government of Maharashtra, the Shikshan Shulk Saminti (Fee regulating body) of the Directorate of Technical Education (DTE). Other sources of income include Funding projects from Government/University in research or through consultancy. The college also allows various agencies to utilize college infrastructure, like classrooms, laboratories etc. for conducting examinations, seminars etc. through which the college generates extra funds which is utilized for conducting further such activities. Each year, the college proposes the budget to the Principal based on the respective departments' requirements like, academic, co curricular, research and development activities etc. The Principal discusses with the Deans and Head of departments and further proposes the budget to the College Management and the Governing Body. After due discussion the college management approves the budget. The Accounts department and the governing body provide feedback related to efficient use of financial resources. The institute has an organized procedure for sanctioning of funds and also for settlement of advance and clearance of bills for payments. Human resources are managed properly with teaching & non teaching staff salaries fixed as per their qualifications and experience and are informed to the college management for approvals. For any additional funding, faculty are encouraged to apply for research grants to agencies such as AICTE, university, UGC etc. and the amount received is utilized for the project work. The examinations at college are conducted as per the examination policy of the university and exam fees are charged separately from the students. The main areas of funds utilization are- Infrastructural development, Library (books), Laboratory equipment, Staff Salary, estate maintenance, sports, R&D, student annual festival and miscellaneous etc. The students can also apply for these funds based on appropriate requirements. They also collect sponsorship amounts

through various sources to be utilized for further co curricular activities. The College contributes for the Industrial visit for students and self supporting seminars, workshops, etc. The amount received through registrations etc. is utilized back to organize more such programs.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1dZ-rDOBiGITzUigfoTBHQx_w5VrHQ3zv/view?usp=sharing">https://drive.google.com/file/d/1dZ-rDOBiGITzUigfoTBHQx_w5VrHQ3zv/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 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

To achieve the vision and mission of SCOE, many best practices have been applied by the respective departments. The two practices institutionalized as a result of IQAC initiatives are- Project based learning and Training and placement activities. Project based learning (PBL): ? The objective of project based learning is to make students understand and apply the knowledge learnt in theory lessons during lectures. This helps students to understand their basic concepts and apply the knowledge in a live manner thereby enhancing their practical skills. Students have to do a 'Mini project' as well as a 'Final project' in their course learning tenure. ? The students are divided into groups and based on the topic and discussion with respective faculty in-charge, the final list is prepared department wise. PBL topic choice is given to the student groups; however, it aligns with the subjects and the course content of the particular semester and the department. ? The students are required to complete the project report and the required tasks as an addition to the course curriculum prescribed by the university. The student group takes guidance from their respective faculty project guides /co-coordinator. ? The evaluation, is based on the prescribed parameters like; innovative solutions, contribution towards society, skill learning and technological enhancements. The projects are examined by both internal & external examiners. The best projects are awarded with the certificate of appreciation. Training & Placement: The Training and placement cell activities have been successfully implemented at SCOE to train the students and to achieve 100 % placement by providing them adequate job opportunities. Few activities are as below: ? Aptitude Test: General Aptitude and Company specific practice test ? Huawei- ICT Partnership Programs &

competitions: on technologies such as - Artificial Intelligence and Routing ? SCOE-Remote center of IIT Bombay: conducts workshops on various subjects. ? Soft-skill & Personality Development Program: 'NURTURE' conducted as an Add on course to develop the soft skill, communication and personality of the students; 'Campus to Corporate' program for extra practice.

? Tie-up/ MOU for Internship: Inter shala, Hurt Shirt, Asha classes.  
 ? GATE preparation & Internships: through GATE Software for all branches. ? Companies visit for placements: Increase in placements with approx. 83 companies, including 23 new and MNCs companies like; Wipro, TCS, Infosys, Cap Gemini, Godrej, Accenture visiting the campus. The average CTC increased up to INR (lakh) 3.5, minimum to INR 2.4 and maximum to INR 7.5 per annum for 2021 batch, recording a jump of 28.00 %. This year, the highest number of Job offers (26) were generated by TATA Consultancy Services.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1-XymWM4NX2D36lByVH-i_xI1YuW04aUP?usp=sharing">https://drive.google.com/drive/folders/1-XymWM4NX2D36lByVH-i_xI1YuW04aUP?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

**IQAC being the Central body, focuses on improvement of quality of education being done by various methods. For this the institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per the norms and standard academic practices. These practices are :**

**1. Academic Audit :** The IQAC believes that audits are to be conducted periodically to ensure effective implementation of academic policies for ensuring and sustaining quality. The academic audit of the institution is conducted every academic year. All Faculty members prepare and organize the course file of allotted subjects in the formats provided by the AMC committee. The Committee member/ Academic Coordinator/ HOD and Principal verify the teaching plan prepared with correlation to the Course Outcomes, Program Outcome and Program Specific Outcome. **2. Academic Calendar:** At the beginning of the academic year, the college schedules the academic

calendar based on the University Academic Calendar, to fit in with various events like seminar/ guest lecture/ workshops/ FDP/STTP as a part of regular teaching- learning process 3. Academic Monitoring System: The institute monitors the performance of the students on a regular basis. To keep proper track of students and to decrease defaulters, the college takes appropriate measures for proper monitoring of students. At least 75% Attendance is compulsory in each semester. Slow Learner register is maintained and weak students are counseled regarding their progress of study. Extra classes for weak students are taken to solve their problems. 4. Course Feedback: Feedback from students is also taken individually by teachers for their respective courses, by Proctors, and directly through IQAC. Students are also free to approach the Dean and the Principal of the Institute for their feedback and suggestions. Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback is properly analyzed and shared with the Principal, Deans, HODs and individual faculty members. 5. Student's feedback & Course Exit Survey - To ensure the quality of teaching and learning process feedback from students is taken twice in a semester. Along with teaching feedback, other feedback like Parents' feedback, Alumni feedback, Employer's feedback and Exit feedback are to be taken through online mode.

Saraswati College of engineering has developed the student feedback software in August 2017. It is not purchased software. It is our in-house developed software. At the time of admission college has been providing the educational email id to each student. For all academic related work students have to use this email id. For this activity our software team introduced a student feedback integrated portal. 6. Student's exam portal- Examination section has given online facility to in-house students for filling up examination forms via Google form and could successfully avoid the movement of students. The examination section of the institute provides online support for transcripts. Around 90 to 100 B.E. passed out students are applying to seek admission for higher studies and also for the company recruitment abroad/India. For faster disposal of certified / verified / bonafide documents, the exam section started issuing online transcripts making an MOU with Pune (M.S.) based company ' TRUECOPY SUPPORT'.

7. Industrial Training : The college organizes industrial training, industrial visits, workshops, and guest lecturers from industry experts for students, to promote industrial involvement in academic practices. 8. ICT in teaching and learning: The IQAC has advised the administration to enrich ICT infrastructure. The Deans and HOD's use

ICT. They convey the message, send notices and study material to students. For this purpose, many class advisors have created whatsapp groups for students. The educational use of social-media has also been utilized to establish communication with the students and peers. 9. Smart-board/Projector/PPT presentation: IN the college there are certain classrooms with smart boards and ppt presentations which are used by the teachers for presentation to deliver the lecture. Motivational lectures and guest lectures are also organized with the help of Smart-board/Projector/PPT presentation.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/14rs0pUP6FCQucaeqVEbCfSLvQAA19AE7?usp=sharing">https://drive.google.com/drive/folders/14rs0pUP6FCQucaeqVEbCfSLvQAA19AE7?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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)**

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://drive.google.com/file/d/13Kfm0nLC-50KMOIjB81KL6cl-wbJKH0l/view?usp=sharing">https://drive.google.com/file/d/13Kfm0nLC-50KMOIjB81KL6cl-wbJKH0l/view?usp=sharing</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

In SCOE, Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion. Its unique work culture, healthy traditions and ethos have led to enrolment of 65% women staff.

Gender equity & sensitization is highlighted in curricular courses and treated with utmost sensitivity by the teaching faculty For example, the Department of FE offers two courses "BCE " and "Soft skills" which addresses sensitization issues through presentations and discussions

The institute is co-educational and has always strives to maintain a safe and secure environment for all students as well as staff. Creating a safe environment in the institution is the key responsibility of security officers who are deployed 24x7 hrs at different entry points to the institution "No Helmet no Entry" is strictly practised at our institute. Awareness campaigns for safe driving are also conducted here. "

The institution promotes gender sensitization through co-curricular activities like workshops, seminars, guest lectures, counselling etc.

Institute has always strived towards promoting gender equity in the campus by taking various measures

1. Women's Development cell in the college arranges Awareness programs like Importance of human rights, Rights of Women ,Cyber security awareness programs related to the safety and security of women employees and students are conducted periodically.
2. Proctorial Committees are available for counselling of both males and females
3. There are separate gents and ladies wash rooms on each floor which are hygienically maintained. Girls common room, Rest rooms have been allocated on every floor for girl students.
4. Institute has appointed a lady Counsellor to cater to the needs of students
5. Vending machine for sanitary pads has been installed in girls common room for their hygiene maintenance



6. Creating and maintaining safe campus for women by taking various initiatives
7. Awareness campaigns on women safety , health awareness and gender sensitivity through rallies and camps by NSS and Rotary club student volunteers.
8. The institution has organised 'Self-defence training' for the girl students of the institution.
9. The institution constituted the following committees as per norms laid by University -Institution Grievance Redressal Committee, Anti-Ragging, Sexual harassment prevention cell, Students' Disciplinary Committee, Vishakha Committee, Women development cell and Mentoring Programme cares for the well-being of students and staff in the institution
10. Representation of adequate woman staff members in various committees and professional bodies
11. Encouraging programs that will motivate women towards entrepreneurship
12. Special Sport promotion program for girls and staff like Female football, cricket team, dauch ball team that takes part in various university competitions
13. Celebration of International women's day is arranged every year by the Women's development cell where various cultural and awareness programme are conducted
- 14 During pandemic with the daycare being closed,the institute ensured that the staff children's day care facility be arranged in the campus where the facility required for childrens online classes and general wellbeing were taken care off

The Institution ensures to a gender sensitive ambience in the campus

File Description	Documents
Annual gender sensitization action plan	<a href="https://drive.google.com/file/d/1-vJ0vNM-Np6FEvnOQ9raMctCPWjIIXSx/view?usp=sharing">https://drive.google.com/file/d/1-vJ0vNM-Np6FEvnOQ9raMctCPWjIIXSx/view?usp=sharing</a>
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	<a href="https://drive.google.com/drive/folders/16yyS0IYYvma3qnBX-z4jZ9_XsOYK1aHB?usp=sharing">https://drive.google.com/drive/folders/16yyS0IYYvma3qnBX-z4jZ9_XsOYK1aHB?usp=sharing</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Solid waste management:**

- 1. Waste management includes the activities and actions required to manage waste from its inception to its final disposal.**
- 2. This includes the collection, transport, treatment and disposal of waste, together with monitoring and regulation of the waste management.**
- 3. Waste management is intended to reduce adverse effects of waste on human health, the environment, planetary resources and aesthetics.**
- 4. Wooden waste is recycled for preparation of in house artifacts and utility items which can be used in college campus**

5. All the solid waste which includes dry fallen leaves from campus and canteen food waste is collected and dumped in the pit for compost formation.
6. Steel waste is recycled for in house fabrication of utility items and remaining waste is given for recycling to the vendors.
7. Students files and paper waste is given for recycling through authorized vendors

#### Liquid waste management:

##### Sewage Treatment Plant-

Wastewater generated by the College is treated in a Treatment unit which is installed for sequential biodegradation, clarification and storage of treated wastewater for further pumping. Treatment plant was installed in SCOE campus in the year 2015-2016 with a capacity of 100 m<sup>3</sup>/day.

Wastewaters from various generation points are collected through drainage lines in a Buffer Tank. On the upstream of Buffer Tank, screen is provided for removal of stringy, fibrous, plastic and such extraneous material from the sewage. A Scum Trap is provided to separate the scum, fats, oil and grease which will otherwise hinder further process. The sewage collected in the Buffer Tank is constantly pumped to the treatment unit. The treatment plant employs an activated sludge process utilizing highly active biomass of aerobic microorganisms where biochemical reactions take place. The purified wastewater continuously from the Settler system is collected into an in-built treated water tank.

##### Electronic Waste management

Useful parts of unused electronic devices like diodes, transistors, etc are taken out from the devices for reutilization.

Every year Electronic items like CRO,electronics kits are collected from all departments and given for Electronic waste management through authorized vendors.

Old CRO,CPU, and motherboard are used for demo models in labs.

**Hazardous waste management**

First Year practical does not create dangerous waste, as much diluted solutions are used for practical purposes. After cleaning the campus, the agency segregates the waste and disposes accordingly.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b></p> <ol style="list-style-type: none"> <li>1.Green audit</li> <li>2. Energy audit</li> <li>3.Environment audit</li> <li>4.Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>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</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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).

**Solid waste management:**

1. Waste management includes the activities and actions required to manage waste from its inception to its final disposal.
2. This includes the collection, transport, treatment and disposal of waste, together with monitoring and regulation of the waste management.
3. Waste management is intended to reduce adverse effects of waste on human health, the environment, planetary resources and aesthetics.
4. Wooden waste is recycled for preparation of in house artifacts and utility items which can be used in college campus
5. All the solid waste which includes dry fallen leaves from campus and canteen food waste is collected and dumped in the pit for compost formation.
6. Steel waste is recycled for in house fabrication of utility items and remaining waste is given for recycling to the vendors.
7. Students files and paper waste is given for recycling through authorized vendors

## Liquid waste management:

### Sewage Treatment Plant-

Wastewater generated by the College is treated in a Treatment unit which is installed for sequential biodegradation, clarification and storage of treated wastewater for further pumping. Treatment plant was installed in SCOE campus in the year 2015-2016 with a capacity of 100 m<sup>3</sup>/day.

Wastewaters from various generation points are collected through drainage lines in a Buffer Tank. On the upstream of Buffer Tank, screen is provided for removal of stringy, fibrous, plastic and such extraneous material from the sewage. A Scum Trap is provided to separate the scum, fats, oil and grease which will otherwise hinder further process. The sewage collected in the Buffer Tank is constantly pumped to the treatment unit. The treatment plant employs an activated sludge process utilizing highly active biomass of aerobic microorganisms where biochemical reactions take place. The purified wastewater continuously from the Settler system is collected into an in-built treated water tank.

### Electronic Waste management

Useful parts of unused electronic devices like diodes, transistors, etc are taken out from the devices for reutilization.

Every year Electronic items like CRO, electronics kits are collected from all departments and given for Electronic waste management through authorized vendors.

Old CRO, CPU, and motherboard are used for demo models in labs.

### Hazardous waste management

First Year practical does not create dangerous waste, as much diluted solutions are used for practical purposes. After cleaning the campus, the agency segregates the waste and disposes

accordingly.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

At SCOE we believe in giving holistic all round education to the students. And sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary education given at the institute through various means.

SCOE undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation.

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 courses offered have topics which sensitize the students about the constitutional obligations

In Engineering first year all students takes a course on Environment studies which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

There is an Institute level elective subject which is based on cyber security. In this subject students study various concepts related to cybercrime, cyberspace, Indian IT act etc..Also Seminar on "Cyber Crime awareness"was organised by CESA students.

In addition to this many regular programs are conducted by the Women's development cell of the institute to educate women about their rights. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizens.

NSS unit of the institution conducts a cleanliness drive to mark the occasion of Swachh Bharat Abhiyan in the college campus,railway station as well as in the nearby village area. An oath is taken by



all students and faculties to keep their surroundings clean. Also many skits and dance performances are presented in various events related to sensitization. Various topics covered include corruption, responsibility of young, Child labor, Social media abuse, Mental Health etc.

Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of the Indian Constitution. The pledge is read on this occasion to create general awareness among the students and staff. Similarly constitution day is celebrated on 26th Nov every year. Independence day is also celebrated every year to highlight struggle of freedom fighters

Every year students organises different activities that inculcate values necessary to render students in to responsible citizens. Events such as Kargil Vijay Divas celebration ,tribute to Martyrs,Rally to give tribute to Netaji Subhas Chandra Bose on his 125th Birth Anniversary,Republic Day,Jallianwala Bagh Massacre, National Integration Camp for youth,Martyrs day and Constitution day,Non violence rally,Akhanda Bharat,Swachha Bharat Abhiyaan, Nelson Mandela International Day, Celebration of Independence day of India and Pakistan,Quit India Movement were organised for Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://drive.google.com/drive/folders/1DWNruSWXiFL8WJ77t2uX9rnfChLQ4-EE?usp=sharing">https://drive.google.com/drive/folders/1DWNruSWXiFL8WJ77t2uX9rnfChLQ4-EE?usp=sharing</a>
Any other relevant information	<a href="https://drive.google.com/drive/folders/1DWNruSWXiFL8WJ77t2uX9rnfChLQ4-EE?usp=sharing">https://drive.google.com/drive/folders/1DWNruSWXiFL8WJ77t2uX9rnfChLQ4-EE?usp=sharing</a>

**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.

A. All of the above

## Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

### College Celebrates following Commemorative days and events

**World Water Day(22nd March):**To spread awareness about conservation of water various student committees of SCOE celebrate world water day. The idea was to celebrate World Water Day on the 22nd of March while spreading awareness through a video showing conversation between water and humans. The video would then be uploaded on social media handles.

**Kargil Vijay Divas(26th July):**In the remembrance of martyr SCOE student committee celebrates Kargil Vijay Divas. The webinar was organized by Rotary Allahabad MidTown and Rotract Club United Allahabad powered by Toastmasters and co-hosted by 11 other Rotract clubs. Major General G.D Bakshi was invited as the chief guest who played an integral part during the deporting of Indian army during Kargil war.

**Independence Day:** Saraswati College of engineering celebrates Independence Day on 15th August every year. Secretary/Principal hoist the flag followed by the National Anthem. Principal delivers a speech briefing the history of freedom fighters.

**Republic Day:** Saraswati College of engineering celebrates Independence Day on 26th January every year. The Secretary/Principal hoists the flag followed by the National Anthem. Principal delivers a speech briefing about the constitution of India and responsibilities of the students towards Nation.

**Women Empowerment:** Under this various women empowerment activities are carried out in SCOE. Few are listed below

1. Women's Day celebration 8th March. In this activity, female teachers present their performances, and a dedicated platform is provided to showcase their talents. It's a combination of fun and confidence building activity.
2. Women's equality Day celebrated on 26th August by the student association.
3. International day of girl child celebrated on 11 October

**International Days:** International days are celebrated in SCOE where students take initiative to give message to society by celebrating international days. Some of such events are listed below

1. Literacy day celebrated on 8th September
2. World engineer's day celebrated on 15th September
3. World sign language day celebrated on 23rd September
4. International day of charity celebrated on 23rd September
5. International food day celebrated on 16th October
6. Nelson Mandela day celebrated on 18th July to honor the great legacy of Mandela and his values through community services and volunteering.
7. International Doctor's day celebrated on 30th March
8. International Earth day is celebrated on 22nd April to pledge support for environment protection.
9. International plastic bag free day is celebrated on 3rd July to create awareness about the threat caused by plastic bags.
10. International youth day is celebrated on 12th August to raise awareness about cultural and legal issues surrounding the youth.
11. International Environment day is celebrated on 5th June by planting trees at various locations of navi mumbai to pledge

for protection of the environment.

12. International Senior citizen's day is celebrated on 21st August to ensure people can grow old with dignity.

**National Days:**

- Children's day celebrated on 14th November which is the birth anniversary of India's first prime minister Pandit Jawaharlal Nehru
- Teacher's day is celebrated on 5th September in remembrance of Sir Vishweshwariya.

Students arrange various activities for staff. In this event coordination among teacher and student can be seen.

- Nutrition day is celebrated from 1 September - 7th September to spread awareness about healthy food habits.
- National Doctor's day is celebrated on 1st July in memory of Dr. Bidhan Chandra Roy.
- Sports day is celebrated every year during the annual nakshatra event where 2-3 days are devoted to sports events.
- National Science day is celebrated on 28 February to commemorate the discovery of the Raman effect by Nobel laureate, physicist CV Raman on this day in 1928.
- National Sports day is celebrated on 29th August, on the birth anniversary of hockey player Major Dhyan chand.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### 1. Title of the Practice: Holistic Education through Students clubs:

#### Objective of the Practice:

Conventional learning aims to develop only intellectual capabilities. But holistic education aims to develop physical, intellectual, cognitive or mental, emotional, and social abilities.

The goal of this practice is to bring transformation in students' personality and aim at realizing the holistic and integral development of students. Thus, keeping the expectations in mind, SCOE has undertaken an experiential training programme called 'Holistic Education' through various students clubs and associations to enhance leadership skills in our students.

#### The Context:

Holistic education is a comprehensive approach to imparting education where educators seek to address the emotional, social, ethical, and academic needs of students in an integrated learning format. Emphasis is placed on positive college environments and providing academic and non-academic needs of the students. The purpose of education is to help students develop and be ready to face and succeed on the greatest test, called Life! Each student is unique and has his personality traits, interests, preferences, values, attitudes, strengths, and weaknesses. The educational curriculum must help students find their unique place in the world in alignment with the uniqueness they have. Holistic development is a thorough pathway to learning intended to help develop all the sides of the human brain. Conventional learning and education

systems aim to develop intellectual capabilities only. But holistic growth aims to develop physical, intellectual, cognitive or mental, emotional, and social abilities.

#### The Practice

For holistic development of the students of SCOE there are various active student chapters categorized differently so that students can excel and learn the administrative capabilities thus giving them great advantage in their career. Thus SCOE is giving a wider platform to the students to nurture their skills and enhance their administrative, Co-curricular and extracurricular areas of expertise.

#### Category A:

International/ National Level Committees: Students are the members of nationally and internationally recognized organizations like ISHRAE, CSI, SAE, ISTE, IWWA and IETE. Activities like expert talks, seminars, Industrial Visits, Placement Drives, and Workshops are organized under these committees.

#### Category B:

1. Department Level Committees: Every department forms a student association like ACE, CESA, ETSA, RACE, SAIT and MESA and organizes co-curricular, extra - curricular activities and intradomain activities under the guidance of the association mentors for their respective department.

2. Team Prahar Racing: The objective of Team Prahar Racing is to design and build formula cars, All Terrain Vehicles and participate in various competitions nationally and internationally. Team Prahar racing also participated in national and international competition and secured various ranks in various competitions .

3. Entrepreneur's Network Cell: SCOE Entrepreneur's Network cell stands for young aspiring entrepreneurs. The Cell is primarily responsible for stimulating, sustaining and supporting entrepreneurial ventures within the campus, providing them with necessary assistance, infrastructural support and resources.

#### Category C:

Committees for Social and Extra - Curricular Activities:

### 1. College Level Students Council

The primary objective of the students council is to give students an opportunity to develop leadership by organizing and carrying out commemorative days, events and festivals. Another objective is to create an environment where every student can voice out their concern /need.

### 2. National Service Scheme (NSS)

SCOE has a recognized NSS Team which renders service to the nation. They carry out various programs, like Tree Plantation, Blood Donation Drive, Flood Relief Camp, Cleanliness Drive, Water Literacy and Conservation Program.

### 3. Rotaract Club

Rotaract club of SCOE brings together people aged 18 and older to exchange their ideas with the leaders in the community. The members coordinate with their respective zone and carry out various activities like Blood Donation Camp, Sui Dhaga Competition, Orphanage Donation Camp, Program on Leadership & Personality Development, etc.

### 4. Dance Club/Music club

Objective of these clubs is to bring students of all years with similar interests together. Dancing is a great way to keep fit, socialize and learn a new skill.

### 5. Media Club

The Media Club of SCOE provides coverage for all types of campus activities and events with the aim of fostering a media culture and aptitude among college students. Club provides students with the opportunity to express their ideas and talent through media, communication and journalism.

### 6. Orator Club

Objective of the Orator club of SCOE is to develop public speaking skills, confidence and the unique talents of the students. The Orator's Club also encourages the students to participate in Debates, Elocution, Group Discussion as well as Essay competition.

### 7. Photography Club

The objective of the photography club is to hone and enhance the photography, cinematography & editing skills of the students. We aim to create an atmosphere for the students to discover, develop, deploy and express their Creativity in Photo & video, capturing & editing skills. The club provides and trains students in using Graphics & editing tools and software which would make them unique in their profession.

#### 8. YIN ( Young Inspirators Networks)-

Objective of YIN is to spread unique ideas; motivate & inspire students through various talk shows.

#### 9. Entrepreneurship Development Cell

SCOE Entrepreneurship Development cell stands for young aspiring entrepreneurs who are passionate about business development. The ED cell provides the mentoring and infrastructural support for the entrepreneurship project. It also makes available the financial support to the students by approaching the appropriate investors.

#### 10. Indian Water Works Association (IWWA)

The Indian Water Works Association (IWWA) is a voluntary body of professionals concerned with and connected with water supply for municipal, industrial, agricultural uses and treatment and disposal of wastewater. IWWA focuses basically on the entire Water Cycle" encompassing the environmental, social, institutional, and financing issues.

#### Evidence of Success

1. Student council of SCOE has organized various cultural programs to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programs. These cultural events are organized at different levels-college level as well in other colleges.

2. Donation drive was organized to educate people about the merits of donation and to encourage the students to participate in the donation to help people.

3. Every year NSS students and students from different departments organized blood donation camps in which many individuals acted as helping hands to construct a more concerned society where various donors donate blood for helping injured and needy peoples. SCOE has



received many awards and appreciation letters for consistently organizing blood donation camps every year .SCOE also has received Appreciation letters for Social services.

4. NSS students conducted Special Camps in villages for NSS volunteers. These camps are directed towards various social issues impacting the lives of the people in the community including social and cultural values among the young students. In these villages the students constructed water tanks , ecofriendly toilets and also installed solar panels for the villagers

5.The EN cell of SCOE has formed a company named AGRESA and registered the company on 29/12/2021 which deals with growing and selling of mushrooms by creating a micro environment for mushroom farming for all 12 months .

5. In order to let the students stay rooted with Indian culture, SCOE celebrates various festivals in campus like Marathi Bhasha Diwas, Tribute to Dr Babasaheb, Ganesh festival, Navratri, Diwali, Gandhi jayanti, Raksha bandhan.

6. NSS also conducted a food donation drive, flood relief drive, Tree Plantation, Clean up drive at many places, Old age and Orphanage visits, Road safety rally, Book donation drive, say no to drugs rally, Youth Cultural Exchange Program.

7. Rotaract club of Saraswati have organized Animal welfare events. Its aim is to take care of the stray animals around us, feeding them and making safe and warm shelters for them.

8. A Fund Raising Superbikes Exhibition event in favor of Voice OF Martyrs, an NGO working for our soldiers' families. in this events various Superbikes and cars came to participate and exhibits their Bikes, Cars for students. Fund raise by this event is Donate to an NGO named as " Voice of Martyrs, Chandigarh "

9. Nakshatra is an inter-college festival wherein other colleges are also invited to participate

in all the events being held.

10.Team Prahar participated in FSEV Concept Challenge on 4th august 2021 and secured overall rank of 26th. Team prahar also participated in Coimbatore on 10/10/2019 and secured 1st rank in Design event and Cost presentation and lightest vehicle & secured 4th rank overall out of 24.

11. Tarun Soyal, student of Civil Engineering Department of Saraswati College of Engineering has been felicitated by Certificate of Appreciation at 53rd Annual Convention 2021 organized at Hyderabad on 5th and 6th March 2021. This award is given for extensive Programs conducted during the last 2-3 years and considered him as a future potential leader (Team Leader) of IWWA. Kiran Karjavkar, student of Civil Engineering Department of Saraswati College of Engineering has been felicitated by Certificate of Appreciation at 52nd Annual Convention 2020 organized at NIT Patna on 10th and 12th January 2020. This award is given for extensive Programs conducted during the last 2-3 years and considered him as a future potential leader (Team Leader) of IWWA.

12. Saraswati College of Engineering, Kharghar has been felicitated with Certificate of Appreciation by Indian Water Work Association (IWWA) at 52nd Annual Convention 2020 organized at NIT Patna on 10th and 12th January 2020. This award was given to recognise the number of activities, workshops, seminars, site visits etc. conducted by the institute in the past 2-3 years.

#### Problems Encountered and Resources Required

1. Balancing Academics and co-curricular activity is a challenging task as in the semester pattern academics syllabus itself is very rigorous and managing holistic development activities is very demanding

2. Students entering in professional education belong to various higher secondary backgrounds. Importance they give to holistic education depends upon holistic roots developed in their previous institutions. Targeting awareness is the biggest challenge faced in the multidisciplinary education system.

3. Holistic development activities may underemphasize Academic Learning. A holistic approach may limit a student's time on academic aspects of learning. Making students aware about time management is the main aspect. Some parents may oppose students taking part in holistic educational activities.

4. Being affiliated to university of Mumbai we cannot allot credits to holistic development activities.

2. Title of the Practice: A Journey from Campus to Corporate:

## Objective of the Practice

Most of the young people lack the necessary experience and skills to succeed

in the market and corporate world.

The skill set that is mostly demanded by recruiters/employers includes Soft skills, domain knowledge expertise, decision making skills, learning skills etc.

We develop these skills set in the students.

Objectives of the practice are

1. To make the students aware of the corporate culture by organising guest lecture, workshops, training
2. To provide requisite guidance ,training and practice session to every student as per their future career interest
3. Enhance students Communication skills through "Soft skills and Personality Development" Courses
4. To Prepare students for Placement
5. Identifying suitable potential employers

## The Context

Given the Intense competition in the workplace , possessing employability skills continues to remain vital for the success of our students. Students with good skills tend to adapt to change easily by learning new concepts and methods. Every year eminent companies participate in the campus placements offering profiles that are preferred by students

To enhance these employability skills, SCOE concentrated on developing various qualities in students. These included Communication skills, Leadership, Problem solving ability, teamwork, reliability , planning and organisation., technology friendly and Initiative nature.

To imbibe these qualities in the students was the main task of the Training Cell of our college and accordingly a road map was created to start the journey towards developing these skills.

The training process was decided to be initiated right from 2nd year of graduation to make the students corporate ready. Providing theoretical knowledge along with practical concept of the course with latest development in the relevant core field was the need of the hour which was emphasised along with the soft skills and personality development

The Practice- SCOE beliefs in emphasising following points to enhance employability skills Staying update with current technology

Keeping abreast of technological changes is paramount to flourish in the industry. Keeping a regular track of the technologies needed is important.

To enhance the skills of students and to expose them to real word challenges we have

1.Huawei-ICT Partnership program-SCOE has signed an MOU with Huawei for Conduction of Technical courses and certification on emerging IT Technologies such as artificial Intelligence ,Cloud computing, Machine Learning, Routing & Switching.

2.Remote Centre of IIT Bombay -SCOE has been identified as Remote Centre of IIT Bombay since 2018. To develop learning abilities of students various workshops on technical subjects are delivered remotely. In addition to the technical subjects , programs like "College to Corporate" are also conducted by IIT using

A-view software

3.Soft skill & Personality Development Program-Syllabus for Employability skills included Interview skills, Professional grooming ,Group Discussion, Debate, Extempore, Role play, Mock Interview, Quiz, Essay writing ,Grammar training ,Essay writing ,Office Etiquette , Resume writing, confidence building are regularly conducted for students from 2nd year itself in soft skills training ."Nurture" is also conducted as an add on course to develop soft skill, communication and personality development.

4.Get acquainted with latest softwares: New trainers are appointed to bridge the gap between industry & institute

5.Guidance from Industry-.MOU's are signed with various industries like Internshala. Interdisciplinary projects are undertaken so that students will be able to work in a multidisciplinary environment.

6. Project Competitions (Avishkar) is conducted for Final year students every academic year
7. Technical fest is conducted every year for students to showcase their technical talents in form of conference paper, poster presentation, various competitions relevant to their field in order to develop their presentation skills
8. International Conference on Science and advances in Technology are conducted every year
9. Project Based Learning had been a part of SCOE teaching culture from many years. Apart from syllabus students are given various mini project to enhance their practical concept
10. TCS (Ninja/Digital) Placement Drive Preparation-To prepare and provide confidence ahead of the actual TCS Off campus placement drive. Students came to know what kind of questions asks in TCS-technical, Managerial and HR interview rounds. Time management and the process
11. Online-Test Series, Placement Practice session-Aptitude/Technical/GD-To Develop a consistency in their study, To develop the concept and logic in the field of quantitative aptitude, logical and Reasoning, learnt tricks in solving various quantitative problem Self assessment.
12. Python Training for Third year students are conducted for all branches students regularly with the help of efficient trainers
13. Seminar to create awareness about Opportunities for Mechanical/Civil Engineers in Software/IT industry were conducted

#### Evidence of SUCCESS

1. Due to the employability skills training, SCOE observed an increased in Placement with approx 83 companies including 23 new MNCs companies like Wipro, TCS, Infosys, Capgemini, Godrej, Accenture visiting the campus for placement
2. TCS has been regularly visiting the campus for placement and there has been a 10 times increase in placed students since 2016.
3. Similarly wipro placement was doubled in 2021, Infosys also saw 3

times more placement since 2016, Capegemini also hired 7 times more students and accenture placement also doubled by the year 2021 .

Overall due to employability skills training SCOE was able to get 5 times more placement as compared to previous years and continuously increasing

4. The average CTC increased upto INR 3.5lakh and Maximum to INR 7.5 per annum for 2021 batch recording a jump of 28.00%.

5. Study Abroad cell for Higher studies -Students are also interested in pursuing higher studies abroad. The cell provided the students guidance on various universities courses, documentation, loan guidance, internships etc .The cell has MOUs with specific universities to help students related to internships ,research collaboration and student exchange program. The partners included Ural federation university, Russia, AIMST University, Malaysia, University of Canberra, Australia, Paris France etc.

Problems Encountered -While developing the skills in students we encountered various constraints due to following reasons .The Training cell tried best to overcome the hurdles so as to benefit maximum students

1.Poor Communication skill of students as few belongs to vernacular medium

2.Lacking Time Management as Academics and syllabus coverage takes the maximum time of the semester

3.Studnets Lacking Smartness in attempting Questions to score more than cut off

4.lacking stress/anxiety Management

5..Gap between the syllabus and industry needs was a major concern as syllabus revision is done by university

6.Due to time constraints managing these trainings in regular timetable is difficult

7.Identifying and Inviting knowledgeable resource person from corporate world

8. Financial constraints of students and institute

9. Constraints in getting Internship and providing practical exposure to students in industry

10. Not all students are technically sound even after being trained

11. Lack of availability of latest Softwares

File Description	Documents
Best practices in the Institutional website	<a href="https://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2022/03/Best-Practices-2020-21.pdf">https://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2022/03/Best-Practices-2020-21.pdf</a>
Any other relevant information	<a href="https://engineering.saraswaticharghar.edu.in/">https://engineering.saraswaticharghar.edu.in/</a>

### 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

#### Care for Society

"Givers to society" SCOE tried to imbibe this quality in the students by developing their character, social consciousness and commitment, discipline and healthy and helpful attitude towards the community:

The students' role in caring for Society reflects the essence of democratic living and upholds the need for selfless service and appreciation of the other person's point of view and also to show consideration for fellow human beings. It underlines that the welfare of an individual is ultimately dependent on the welfare of society on the whole.

"Givers to society". SCOE tried to imbibe this quality in the students by

"Not me but You"

The central theme of this Act By NSS unit of SCOE was that they

should always keep before them their social responsibility. Students should utilize their time not only in Intellectual Knowledge gain but also as an opportunity to prepare themselves for final dedication in the services so essential to society.

students should do "something positive so that the life of the villagers might be raised to a higher material and moral level".

? Understand the community in which they work.

? Understand themselves in relation to their community

? Identify the needs and problems of the community and involve them in problem-solving.

? Develop among a sense of social and civic responsibility.

? Utilize their knowledge in finding practical solutions to individual and community problems

? Develop competence required for group-living and sharing of responsibilities.

? Gain skills in mobilizing community participation.

? Acquire leadership qualities and democratic attitudes.

? Develop capacity to meet emergencies and natural disaster.

? Practice national integration and social harmony.

Saraswati College of engineering has been organizing a 7 day NSS camp every year since its inception in 2016. The theme of camp was Water conservation.

The objective of this camp was to conserve water by implementing Continuous contour trenching, construction of water tanks, construction of toilets, development of school building and develop understanding of the village ,keeping in view the rationale of village adoption

The camp site (Shirsonpada, Mokhada, Palghar) was selected considering the requirements of the village, safety of students, scope of work, availability of resources etc.



The camp site visit included:

1. Visit well A, B, C, D.
2. Visit to constructed plinth for ferrocement tank.
3. Visit to the site for desilting about 0.5 km from the village.
4. A visit within the village to interact with villagers to be acquainted with living conditions

Pre Camp Activities Included:

1. Demarcation of toilets and bathrooms.
5. Interaction with the villagers for their support.
6. Checking conditions and water levels of well A, B, C, D.
7. Scope of work for Desilting and calculation of work.
8. Demarcation for plinth for ferrocement tank.

The camp activity task were

1. The two Ferro cement tanks were constructed having capacity 1,000 lit.to 10,000Lit.
2. A gram Sabha was conducted for the villagers ,which included interaction with villagers, knowing their problems, giving them solutions and explaining the importance of the things the villagers must do to improve their standard of living.
  - a. Number of people and their age group
  - b. Educational Qualification
  - c. Bank account as well as government schemes benefits details
  - d. Documentation details like Adhar card, pan card etc.
  - e. Land ownership details
  - f.. Household income, sources of income

g.. Insurance of members

h. Skills of members

i. Their problems faced

j. Their response in camp and work of students.

The total count of village members was 400. The survey was done in printed survey forms throughout the village. The data was given to members of Bhagini nivedita NGO. A meeting was held by Bhagini nivedita with students.

3. The cultural committee had prepared a play about the importance of water as well as the maintenance and use of Ferro cement tanks .

4. A finishing task of Shramdan was done for the silt work and ferrocement tank. The water level near the silt site had increased and the Ferro cement tanks curing had started which presented results of completion.

The NSS unit of Saraswati College Of Engineering (SCOE), Kharghar adopted Borimal Pada in October 2017 for a duration of 3 years. Borimal Pada is located in the Khalapur Tq. of Raigad district of Maharashtra. It is situated around 68km from Kharghar.. Borimal Pada constitutes of 45 homes and population 220 people Our NSS unit identified major problems of Borimal pada, which was Water availability, Sanitation , Education etc.

. Solar panels were installed and Pratham path Shala was renovated.

In the first camp of Borimal pada at December 2017, NSS unit of SCOE built ferrocement water tank of 7000 liter capacity at center of Borimal pada, Built 5 eco-friendly toilet in Borimal Pada, Solar panels were installed and Pratham path Shala was renovated.

Also arranged seminars for residents of Borimal pada to guide residents on education, sanitation, water conservation. NSS unit of SCOE also adopted villages like Behrang in Panvel Taluka, Shirshoncha Pada, Vasara in Nashik.

Ride for Pride

Since 2016 SCOE has been organizing Ride for Pride exhibition of extraordinary and rare vehicles in college basement

Ride for Pride 1 was organized first on 5th FEB 2017, followed by ride for pride 2 on 9th Feb 2018, Ride for pride 3 on 8th Feb 2019 and Ride for pride 4 on 7th Feb 2020

It is an FUNDRAISING SUPERBIKES EXHIBITION EVENT in favor of Voice OF Martyrs an NGO working for our SOLDIER'S FAMILIES. In this event various Superbikes and cars came to participate and exhibit their Bikes, Cars for students. Fund raised by this event is donated to an NGO named as "Voice of Martyrs, Chandigarh "

## Flood Relief

### Kerala Flood relief camp

To support the flood relief camp initiated by Government of India, on 31/8/2017 Kerala Flood relief camp was organized in SCOE where daily commodities materials and cash were collected by students and staffs and dispatched to the Kerala house in Vashi to help the flood victims

### Flood relief collection for Kolhapur

On 13th August 2019 a drive was held to help people whose lives were affected during Kolhapur Flood. The drive was conducted for three straight days. Units that are necessary for the daily purpose were donated by the

student. Things for hygiene and nutrients were collected for donation.

Flood relief Donation drive for Konkan region - On 26th July 2021 Flood relief camp was organized wherein food items and daily commodities item were collected and dispatched to help the flood victims in Konkan region

### 19 Blood Donation camps during Pandemic

The NSS Unit of SCOE has been organizing BLOOD camps every year since its inception. Especially during the pandemic the drive was consistently organized many times.

### BLOOD DONATIONS IN THE PANDEMIC

Giving the gift of life, volunteers of NSS unit of Saraswati college of Engineering ,Kharghar stood forward doing various blood donation drives in various places of Mumbai, Navi Mumbai and Thane region even in this pandemic situation. There were a lot of medical emergencies most importantly the Thalassemic patients who need constant blood, they were in immense need of blood. In year 2020 and 2021 a total of 19 blood camp were organized in various places and a total of 1362 bags of blood were collected. Here is the list of blood donation camps

- 1) Blood donation camp in Kalyan(W) on 25/10/2020 in collaboration with Aai Bhuvaneshwar Mitra Mandal and Sankalp Blood Bank. A total of 37 bags of blood were collected.
- 02) Blood donation camp in Kurla(E) on 31/10/2020 in collaboration with Corporator of Kurla Mrs Pravina nish Marojkar and KEM Hospital. A total of 16 bags of blood were collected.
- 3 Blood donation camp in Thane(W) on 21/11/2020 in collaboration with Saksham Yuva Pratishthan and Shivaji Hospital Kalwal. A total of 18 bags of blood were collected.
- 4) Blood donation camp in Sion on 22/11/2020 in collaboration with Corporator of Pratiksha Nagar Mr. Ramdas kamble and Sion Hospital. A total of 152 bags of blood were collected.
- 5) Blood donation camp in Nashik on 30/11/2020 in collaboration with Navjeevan Blood Bank. A total of 51 bags of blood were collected.
- 6) Blood donation camp in Shahapur on 13/12/2020 in collaboration with Plasma Blood Bank. A total of 42 bags of blood were collected .
- 7) Blood donation camp in Taloja on 09/02/2021 in collaboration with Taloja and Kharghar Traffic Police branch. A total of 108 bags of blood were collected.
- 8) Blood donation camp in Mangaon Raigad on 20/02/2021 in collaboration with Journalist Salim Shaikh. A total of 77 bags of blood were collected.
- 9) Blood donation camp in Jaigaon, Satara on 12/04/2021 in collaboration with Karad Blood Bank. A total of 26 bags of blood were collected..
- 10) Blood donation camp in Manor ,Palghar on 18/04/2021 in

collaboration with Lokmanya Tassya Blood Central. A total of 110 bags of blood were collected .

11)Blood donation camp in Kalamboli on 24/10/2021 in collaboration with Tata Memorial center Actrec, Kharghar. A total of 20 bags of blood were collected.

12)Blood donation camp in Dadar(E) on 09/10/2021 in collaboration with Naigaon Sarvajanik Navrotsav Mandal. A total of 115 bags of blood were collected.

13)Blood donation camp in Thane on 10/10/2021 in collaboration with Shri. Ghantali Prasadik Bhajan Mandal's Murbad Shahapur Taluka Rahivashi Mandal. A total of 47 bags of blood were collected.

14)Blood donation camp on Thane Railway Station on 25/10/2021 in collaboration with B.Y.L Nair Ch. Hospital . A total of 61 bags of blood were collected.

15)Blood donation camp in Belapur on 19/12/2021 in collaboration with Dr.Simin Imtiyaz Mulla. A total of 20 bags of blood were collected.

16)Blood donation camp on Dombivli Railway Station on 28/12/2021 in collaboration with KEM Hospital Parel, Mumbai. A total of 112 bags of blood were collected.

17)Blood donation camp in Kalyan(E) on 02/01/2021 in collaboration with Sakal Maratha Samaj Kalyan-Dombivali. A total of 72 bags of blood were collected.

18)Blood donation camp in Mumbai Central on 23/01/2022 in collaboration with Yuva Sena Malabar Hill, Nair Hospital and Railway Hospital. A total of 222 bags of blood were collected.

19)Blood donation camp in Kalamboli on 26/01/2022 in collaboration with Bandhilki Pratishthan. A total of 56 bags of blood were collected.

Many more such events are organized by the students of SCOE, whether its visit to orphanages ,old age homes and many more.

We are there for those in need is the motto of our students thus lending a helping hand to our society

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The institute has set the following Future Plans of action for the next academic year:

1. To increase no of patent's and research publication in reputed international journals
2. To strengthen industry linkages.
3. Apply for NAAC Cycle 2 accreditation
4. Organization of international conference.
5. Identify Areas in which students have opportunity.
6. NBA Accreditation
7. Strengthening the ICT facility.
8. Conducting activities to strengthen the placement
9. Strengthen the alumni participation.
10. Enhance the number of smart class rooms in the academic departments.