



## YEARLY STATUS REPORT - 2021-2022

<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>sujata@comp.sce.edu.in</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/6/2022/04/AQAR-2020-21.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/04/AQAR-2020-21.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/teaching-learning/">https://engineering.saraswatikharghar.edu.in/teaching-learning/</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>02/05/2017</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>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<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>		
Continuous encouragement to promote research skill and research principles among faculty members.		
All the staffs are encouraged to use of modern ICT based learning tools for effective Teaching-learning process.		
All the departments are encouraged to strengthen Mentorship programme by identifying the student's weakness and help to overcome them.		
Applied for NBA Accreditation.		
All the departments are encouraged to attend and organize seminars, workshops, conferences etc.		
<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
Implementation of Lecture monitoring system during online class by academic control committee.	Online Lecture monitoring by ACC implemented for year 2021-2022
Arrangement of one on one counseling session for students of Mechanical & Civil Engineering to understand their area of interest for further guidance.	Counseling session of Mechanical & Civil dept. is executed by Paramjeet Thakur & Shanti Shelvam with their teams.
Provide internship opportunities to students	International & National internship opportunities are provided to the students.
Course Objectives and Program Outcomes to be discussed with students	Program Outcomes are discussed with students by HOD and CO's are discussed by all subject incharges in 1st lecture.
Arrange Alumni session for counseling	Online/offline alumni talks are arranged.
Conduction of Avishkar project competition	Conducted on 22nd April 2022.
Infrastructure Development	Executed.
Guidance on Higher studies	Time to time guidance provided to all students on higher studies based on their interest (Countries and Courses).
Conduction of Academic Audit.	Conducted on 10th Dec 2021.
Discussed regarding the AQAR 2020-21 preparation and submission.	AQAR 2020-21 prepared and submitted on 1st April 2022.
Discussion on preparing the Pre-qualifier (IIQA) for 2nd cycle of NAAC accreditation.	NAAC 2nd cycle Pre-qualifier (IIQA) submitted on 19th April 2022
Submit NAAC 2nd cycle SSR as early as possible.	NAAC 2nd cycle SSR has been submitted on 29 July 2022.
Conduction of IPR related Seminars and Workshops	Conducted "Intellectual Property Awareness program" under NIPAM

	Intellectual Property Office, India on March 11, 2022. 1) One day seminar on "Patent filing, hearing and examination" on 1st June 2022. 2) Seminar On
Promoting students to participants in project competitions	Students are motivated to participants in project competitions.
Assigning multidisciplinary projects to third year students in Semester 6.	All final year students are motivated to select multidisciplinary projects.
Increasing the ICT facilities	Executed
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	24/05/2023
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	14/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Saraswati College of Engineering is affiliated to University of Mumbai (UoM), Maharashtra. The institute follows the curriculum designed by UoM. The choice base credit system provides flexibility by offering optional courses at Department and Institute level. At institute level optional courses UoM offers Management, environment, Cyber Security law and disaster mitigation related subjects. At department level optional courses UoM offers subjects on core courses. Students are encouraged to take multidisciplinary projects.</p>	
<b>16. Academic bank of credits (ABC):</b>	
As institute is affiliated to UoM, and follows curriculum designed by University, this facility cannot be provided.	
<b>17. Skill development:</b>	

No matter the industry, a diverse range of skills is necessary to excel as an engineer. The Institute always observes the changes in technology. We interact with industry experts and academicians to identify the domains for skill development of faculty and students. To keep track of revolution of Industry 4.0 revolution, the Institute offers the skill development courses in various domains like Artificial Intelligence, Internet of Things, Machine Learning, Deep Learning, Robotics, Natural Language Processing, Catia, STAAD PRO, Python etc for various time duration. Institute promotes project based learning where students are made to think and find solution to technology that they learn. The Institute has Incubation and Innovation Centre. The Institute's has Entrepreneurship Development Cell for Incubation and Innovation (EDCII).

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

The Institute implements peer teaching where senior students teach juniors students. The NSS unit of Institute encourages the student to visit rural areas for understanding the real-life problem and to provide solution for the same. The Institute conducts annual one-week NSS Camp in rural areas. During the camp students live in village. This gives opportunity to understand rural culture. Project under taken by NSS students was construction of low cost water tanks, solar panel installation etc for village people. NSS students generally interact with villagers and juniors in local language. Institute has various cultural clubs for students like dance, music, fashion, drama, oratory club etc. It gives opportunity to students to know about local culture and society. These clubs are run by the students for the students. Institute celebrates "Marathi Day" every year.

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

For outcome-based education, analysis and attainment of Course Outcomes (COs), Program Outcomes (POs) and Program Specific Outcomes (PSOs) are important as it helps to improve the quality of teaching and learning process. For every course, 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, 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 assessment of POs are calculated on a 3 point scale from the responses obtained from feedback taken from Course exit survey, alumni, graduates and employers and Program Exit Survey. A survey is conducted and analysis is done for final year students after completion of program. Here again the total attainment is calculated as the weighted average of the direct and indirect attainment. 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. These are used to calculate the Program Outcome attainment and Program Specific Outcome attainment.

## 20.Distance education/online education:

The Institute implemented online teaching learning during pandemic. It organizes webinars by experts from reputed academic Institute and industry time to time. In last two years multiple online sessions are organized on various technical domains. Online Alumni talks are arranged for the students for career guidance. Online talks are arranged to guide students to pursue study abroad. Faculty lectures are uploaded on SCOE YouTube Channel which enables 24\*7 learning. College is member of IIT Bombay Virtual lab. Institute also has IIT Bombay remote Center. Students are encouraged to register for NPTEL, SWAYAM, Coursera, and Udemy Courses. The Institute conducted online workshops, seminars, conferences, project competitions etc.

## Extended Profile

### 1.Programme

1.1

574

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1 Number of students during the year		<b>2339</b>
File Description		Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		<b>222</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
2.3 Number of outgoing/ final year students during the year		<b>686</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1 Number of full time teachers during the year		<b>146</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
3.2 Number of sanctioned posts during the year		<b>134</b>



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

#### 4. Institution

4.1	37
Total number of Classrooms and Seminar halls	
4.2	528.98
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	637
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

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.

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 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	No File Uploaded
Link for Additional information	<a href="https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2023/05/Scanned-Doc_criterial.1.1-1-1.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2023/05/Scanned-Doc_criterial.1.1-1-1.pdf</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 has 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	Nil

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<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	No File Uploaded
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)

8

File Description	Documents
Any additional information	No File Uploaded
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

260

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

256

File Description	Documents
Any additional information	No File Uploaded
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	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

2068

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://engineering.saraswatikharghar.edu.in/naac-feedback/">https://engineering.saraswatikharghar.edu.in/naac-feedback/</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	No File Uploaded

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://engineering.saraswatikharghar.edu.in/naac-feedback/">https://engineering.saraswatikharghar.edu.in/naac-feedback/</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

**674**

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

**222**

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	Nil
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
2339	146

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. 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.

**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. Every year institute organizes, Inter-Collegiate Project Competition and various Workshops/ Seminars/ Add on Courses for students, which enables them to get more detailed knowledge in particular area relevant to current industrial requirements.

**Problem Solving Learning:** Students are inculcated with the problem solving attributes through Mini Projects & Projects. 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	Nil

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. 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. Institute is a member of National Digital Library and faculty members are also registered for NDL. Institute facilitates students and faculty with digital library, 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. Students are also motivated to present technical papers in journals and conferences. Faculty members & Students are encouraged for online courses like Swayam MOOCs through NPTEL, Coursera, V Labs to stay updated with upcoming technologies.

File Description	Documents
Upload any additional information	No File Uploaded
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

141

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	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

146

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**

17

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**

1225

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. 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.

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.

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 algorithm, flowchart, output/results.

Final Year project work: Progress of each BE Project is monitored by the Project Guide on weekly basis. TW marks for the project is the weightage of marks obtained in reviews, work done and quality of report and research publication.

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

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. 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. Any student found indulged in unfair means, the proof of evidence and the answer book are seized and submitted to COE . 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.

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

## 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. 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.

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. The Course Assessment Report is prepared for all courses. Every faculty member communicates the significance of Cos and POs & PSOs in the very first lecture for all courses.

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

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

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 of Course Exit survey at the end of the semester. The overall attainment of Course Outcome is calculated collectively from direct and indirect assessment.

PO 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 3 point scale obtained from feedback taken from Course exit survey, alumni, graduates, employers and Program Exit Survey.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

686

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	Nil

## 2.7 - Student Satisfaction Survey

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

<https://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2023/05/SSS2021-22.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)**

Nil

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

**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	No File Uploaded
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

Nil

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

### 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, IEI and University of Mumbai. The institute also has 27 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	No File Uploaded
Paste link for additional information	<a href="https://engineering.saraswatikharghar.edu.in/research-development-cell/">https://engineering.saraswatikharghar.edu.in/research-development-cell/</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

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
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

NA

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	No File Uploaded

### 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

50

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

1

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, 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="http://nsskharghar.great-site.net/activities/">http://nsskharghar.great-site.net/activities/</a>
Upload any additional information	No File Uploaded

### 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

8

File Description	Documents
Any additional information	No File Uploaded
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**

40

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**

1156

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**

128

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
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**

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
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, 34 classrooms, 28 Smart classrooms, 02 Seminar Halls and 01 Auditorium with seating

capacity of 600.

Number of classrooms: 34 (Seating Capacity of 75 -80)

All the classrooms are equipped with adequate lighting, good ventilation and Podium.

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.

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.

Library: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.

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	Nil

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.

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	Nil

#### 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	Nil
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)

184.88

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)

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 a central database and integrated approach.

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	Nil

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

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<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)**

**5.42**

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**

**21040**

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. 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

Exam Server: HPE ML110 Gen10 3204 1P 16G NHP Svr Intel Xeon-Bronze 3204

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 300 Mbps bandwidth, providing anytime anywhere access to knowledge and learning resources.

Service Provider: Reliance Jio Ltd., Bandwidth available: 300Mbps,

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	Nil

#### 4.3.2 - Number of Computers

637

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	No File Uploaded
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)

169.56

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.

The Institute has a robust system and well defined procedures for maintenance of all facilities.

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.

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: -The maintenance of the heating, ventilation and air conditioning system is outsourced.

Lifts: All the lifts are maintained through AMC with Kone Elevators.

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

Pest control: - Pest controlis done periodically.

Gymnasium: -The maintenanc eis carried out by maintenance department.

Fire Extinguisher: - Its maintenance is taken care of by the contractual agency.

Auditorium: -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: -which is annually checked for outdated medicines and replaced with new stock.

Classroom Maintenance:Every day, all the classrooms are cleaned, swept and mopped.

**Laboratory Maintenance:** Every day laboratories are swept and mopped.

**Indoor sports complex:** Maintenance of all sports equipment is done periodically.

**library:** The books are kept in good condition by binding them regularly.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1693

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

9

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/college-activities/">https://engineering.saraswatikharghar.edu.in/college-activities/</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**

**1404**

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

**1404**

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

232

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

18



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**

**13**

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 )

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://engineering.saraswatikharghar.edu.in/udents-menu/">https://engineering.saraswatikharghar.edu.in/udents-menu/</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**

37

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

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.

**Placements:** Alumni share their experience which creates awareness among the students and gives them an opportunity to perform in this cut - throat competitive market.

**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. Rotaract Club of SCOE conducts various programs both social and technical in which the Alumni guides the students and encourages them.

**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.

**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.

File Description	Documents
Paste link for additional information	Nil
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.

File Description	Documents
Paste link for additional information	Nil
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	Nil
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.

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. 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	No File Uploaded
Paste link for additional information	Nil
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.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/05/SCOE-Organisation-chart.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/05/SCOE-Organisation-chart.pdf</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	Nil
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**

00

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

### 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

1

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

48

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<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 -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	Nil
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	Nil
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)**

00

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

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

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.

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	Nil
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.

File Description	Documents
Paste link for additional information	Nil
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. The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. 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. 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.

File Description	Documents
Paste link for additional information	Nil
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://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2023/05/Annual-Report-21-22-2.pdf">https://engineering.saraswaticharghar.edu.in/wp-content/uploads/sites/6/2023/05/Annual-Report-21-22-2.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<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.

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



File Description	Documents
Annual gender sensitization action plan	<a href="https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/07/7.1.1-Annual-Gender-Sensitization-Action-Plan.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/07/7.1.1-Annual-Gender-Sensitization-Action-Plan.pdf</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://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/07/Specific-Facilities-Provided-for-Women.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/07/Specific-Facilities-Provided-for-Women.pdf</a>

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>C. Any 2 of the above</b>
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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.

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

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**

B. Any 3 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

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

**A. Any 4 or all of the above**

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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>A. Any 4 or all of the above</b></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	<a href="#">View File</a>
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.

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

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	No File Uploaded

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

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://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2023/05/7.1.9-Details-of-activities-that-inculcate-values.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2023/05/7.1.9-Details-of-activities-that-inculcate-values.pdf</a>
Any other relevant information	Nil

**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**

**A. All of the above**

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

File Description	Documents
Code of ethics policy document	<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	No File Uploaded

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) day.
- Kargil Vijay Divas(26th July) Divas.
- Independence Day
- Republic Day

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

- Women's Day
- Women's equality Day
- International day

#### International Days:

- Literacy day
- World engineer's day
- World sign language day
- International day of charity
- International food day
- Nelson Mandela day
- International Doctor's day

- International Earth day
- International plastic bag free day
- International youth day
- International Environment day
- 12. International Senior citizen's day

#### National Days:

- Children's day
- Teacher's day
- Nutrition day
- National Doctor's day
- Sports day
- National Science day
- National Sports day

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	No File Uploaded

## 7.2 - Best Practices

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

### 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.



## 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

File Description	Documents
Best practices in the Institutional website	<a href="https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/07/7.2.1-Best-Practices-in-the-Institutional-Web-Site.pdf">https://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/07/7.2.1-Best-Practices-in-the-Institutional-Web-Site.pdf</a>
Any other relevant information	Nil

### 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.

Many events are organized by the students of SCOE, like visits 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	No File Uploaded

### 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:

- To increase no of patent's and research publication in reputed international journals.
- Identify Areas in which students have opportunity.
- To strengthen industry linkages.
- Organization of international conference.
- NBA Accreditation.
- Strengthening the ICT facility.
- Conducting activities to strengthen the placement
- Strengthen the alumni participation.