



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>S B JAIN INSTITUTE OF TECHNOLOGY, MANAGEMENT AND RESEARCH, NAGPUR</b>
• Name of the Head of the institution		<b>Dr. Sanjay L. Badjate</b>
• Designation		<b>Principal</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone No. of the Principal		<b>07122667777</b>
• Alternate phone No.		<b>9763702571</b>
• Mobile No. (Principal)		<b>9763702571</b>
• Registered e-mail ID (Principal)		<b>principal@sbjit.edu.in</b>
• Address		<b>Behind Asaram Bapu Ashram, Gram-Yerla, Katol Road,</b>
• City/Town		<b>Nagpur</b>
• State/UT		<b>Maharashtra</b>
• Pin Code		<b>441501</b>
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)		<b>17/02/2021</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Rural</b>

• Financial Status	<b>Self-financing</b>				
• Name of the IQAC Co-ordinator/Director	<b>Dr.Pankaj B Thote</b>				
• Phone No.	<b>07122667777</b>				
• Mobile No:	<b>9422803865</b>				
• IQAC e-mail ID	<b>iqaccell@sbjit.edu.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://new.sbjit.edu.in/wp-content/uploads/2021/06/AQAR-2019-20.pdf">http://new.sbjit.edu.in/wp-content/uploads/2021/06/AQAR-2019-20.pdf</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://new.sbjit.edu.in/academic-calendar/#1649406923631-1b23a477-e590">http://new.sbjit.edu.in/academic-calendar/#1649406923631-1b23a477-e590</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.02</b>	<b>2017</b>	<b>12/07/2017</b>	<b>31/12/2025</b>
<b>6.Date of Establishment of IQAC</b>			<b>01/04/2016</b>		
<b>7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					
Institution/ Department/Faculty/School	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.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the composition of the IQAC by the HEI	<a href="#">View File</a>				
<b>9.No. of IQAC meetings held during the year</b>	<b>04</b>				

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	Yes	
<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. Did IQAC receive funding from any funding agency to support its activities during the year?</b>	No	
<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>		
Internal Academic Audit for 2020 21 (ODD) conducted at the end of semester		
AQAR 2019-20 preparation and timely submission in the month of Dec.2021.		
Organized a webinar on "Engineering Job Prospects in India and Abroad" on 24th October, 2020 by Dr. D.P. Kothari. Ex. Director IIT Delhi		
Institute organized Online training on "IonCUDOS"-a software platform for Outcome Based Education for the faculty members in the month of July 2021		
Channelized Institutional planning for designing curriculum, outcome based education model, administrative affairs under autonomy		
<b>12. Plan of action chalked out by IQAC at 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
Effective channelization of all the Institutional affairs for the grant of Autonomous status	The Institute has been conferred with the Autonomous Status by the UGC vide letter no.F 22-1/2017(ACV) dated 17th February, 2021.
Channelization of effective Institutional academic planning due to the COVID-19 situation considering the online mode of teaching learning	The Institute strongly adhered to the academic calendar and carried out all its academic endeavours accordingly in a very well planned manner under the pandemic. Because of proper planning and mentoring, the Institute had a well connect with the students and complete support was extended to them for the completion of their academic endeavours.
Institutional planning for NAAC endeavors for the stakeholder departments of the Institute.	Each and every academic and other support department contributed for the successful conduction of the planned activities, preparation and timely submission of AQAR 2019-20 to NAAC.
Channelization of internal academic audits of all academic departments with updation of audit formats due to online mode of delivery.	Internal academic audits of all the academic departments were conducted for the session 2020-21 (ODD Semester) and required actions were taken against the findings.
Channelization of good academic practices and resources relevant in the era of pandemic.	Effective utilization of resources was carried out for delivering the academic curriculum through online means and thereby engagement of students in the teaching learning is ensured.
13. Was the AQAR placed before the statutory body?	Yes

<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
<b>Governing Body</b>	<b>30/10/2021</b>
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Year</li> </ul>	
Year	Date of Submission
<b>19/02/2020</b>	<b>19/02/2020</b>

## Extended Profile

### 1. Programme

1.1 **7**

Number of programmes offered during the year:

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

### 2. Student

2.1 **1736**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 **458**

Number of outgoing / final year students during the year:

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

2.3

725

Number of students who appeared for the examinations conducted  
by the institution during the year:

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

### 3.Academic

3.1

308

Number of courses in all programmes during the year:

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

3.2

124

Number of full-time teachers during the year:

## Extended Profile

### 1.Programme

1.1 7

Number of programmes offered during the year:

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

### 2.Student

2.1 1736

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 458

Number of outgoing / final year students during the year:

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

2.3 725

Number of students who appeared for the examinations conducted by the institution during the year:

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

### 3.Academic

3.1 308

Number of courses in all programmes during the year:

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

3.2	124
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	94
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	338
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	32
Total number of Classrooms and Seminar halls	
4.3	678
Total number of computers on campus for academic purposes	
4.4	652.3
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Institute's Curriculum under autonomy is such designed to make it Industry relevant, have provision for multidisciplinary learning/activities so that the dynamic and responsive curriculum will address future needs of the world of work. It includes skill oriented teaching learning, industry internships made part of curriculum with inclusion of concept of Practice Schools with emphasis on professional skills sets and soft skills training.



Activity Based Learning, Skillset Training, Multi-disciplinary Learning through Open Electives are the part of curriculum. Engineering UG programs contributes through lab and project activities where students are able to design and manage technical and software projects of respective programs using latest technologies. For MBA Program, the curriculum emphasizes on intensive flexible core in management education with number of specializations offered. The designed curriculum comprises of five key program outcomes and two program specific outcome that every employer seeks in a management student. The curriculum is designed with inputs from various stakeholders including experts from Industry and academics addressing the current needs. The outcome based education model is implemented by the Institute wherein each courses have well defined Course Outcomes (COs) which aids in the attainment of Programme Outcomes(POs) and Programme Specific Outcomes(PSOs) of respective programmes offered by Institution

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

#### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

#### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

12

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

58

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

07

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The Institute addresses the cross cutting issues through the

curriculum.

**Gender-** Numbers of programs are conducted for women and girl students such as organization of hemoglobin check up camps. The Institute organizes programs on Woman Empowerment, Laws for Woman and Women's Day. The N.S.S. unit of the Institute has been very proactive in conducting different extension activities not only in college premises but also in nearby villages. Major gender issues are focused and addressed through the activities like Save girl child campaign, etc.

**Environment and Sustainability-** N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, plastic free drive, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Also the Institute celebrates various days like World Environment Day, N.S.S. Day, etc. The college has taken initiative in Swachh Bharat Abhiyan and Tree plantation programs. A mandatory course on environmental studies is introduced in the First Year of Engineering to sensitize the students towards the environment.

**Human Values and Professional Ethics-** To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are conducted by NSS in association with NGOs and govt. bodies. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Guest lectures on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical checkup camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc. Human values is also addressed in the First Year Induction programme as per the guidelines of AICTE and a separate mandatory course on Indian Constitution is also included in the curriculum. A course on "Business Ethics" is introduced in the MBA programme and also the contents addressing professional ethics are also included in the courses wherever applicable in the other programmes.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

12

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1211

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

639

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.4 - Feedback System

### 1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is

A. All 4 of the above

**obtained from 1) Students 2) Teachers 3)  
Employers and 4) Alumni**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - The feedback system of the Institution comprises the following**

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>
Any additional information	No File Uploaded

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

**477**

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 reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

**153**

File Description	Documents
Any additional information	No File Uploaded
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 students' learning levels and organises special programmes for both slow and advanced learners.

Each student is different in terms of learning abilities, academic standards, classroom learning and academic performance and each has his own learning ability. Thus depending upon the performance of students in class and examination, students are identified as slow learner and fast learner. For slow learners the institute conducts special remedial classes. The aim of remedial teaching is to provide learning support to students who lag behind their counterparts in academic performance. Also tutorial sessions are conducted to encourage students actively with the course content. Tutorial Teaching Emphasis on attention to specific groups of students. Assignments are given to students. The purpose of assignment is to increase the learning capabilities of students and provide a space to practice so as to enhance the knowledge regarding the subject. Also slow learners are counseled through teacher guardians to improve their performance. For the advanced learners institute conducts activities to improve the portfolio of students, encourages students to present and publish papers in journals/conferences, participate in competitions, provides guidance for GATE/ competitive Examinations, encourages students to participate in professional activities and also provides Individual guidance for career building.

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

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2021	1736	124

File Description	Documents
Upload 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:

Various methods of experiential learning, participative learning and problem solving methodologies are implemented by the Institute either through specific courses such as Projects, Practice Schools/ Internships etc. as well as through various academic activities conducted by the Institute through the curriculum.

As a part of continuous assessment, Teacher Assessment Examination(TAE) is introduced in every course and activities such as surprise tests, quizzes, case studies, home assignments, mini projects, mini models, activity based learning, seminars, chapter review from text book/ reference book, Review of journal paper etc. are carried out throughout the session which aids in the experiential & participative learning as well as improve the problem solving capabilities of the students. Tutorials are allocated to the courses so as to actively engage the students in the problem solving.

Activity based learning(ABL) is made part of curriculum and the faculties conducts ABL activities so as to impart the required technical skills, achieve higher cognitive levels of learning, encourage self learning/ exploration, aid in life-long learning and develop creative & analytical skills.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Infrastructure and Learning Resources are integral part of the good learning ecosystem. The Institute is well equipped with good infrastructure, ambience and adequate learning resources.



The Institution has well-furnished class rooms, ICT enabled smart room, seminar halls, conference room, specialized and well equipped labs which are extensively used for effective teaching-learning. All the classrooms are well equipped with LCD projectors and computers for better academic delivery.

The internet access is provided to all the students, faculties, administrative offices, and library. The connectivity is through fast wireless and LAN connections and is available throughout the campus. Well-equipped Computer Labs, Classrooms, projectors are available to facilitate computer-aided teaching and enrich the teaching learning experience.

Staff members adopt a balanced blend of classic and modern methods of teaching-learning. Based on the context of the subject taught, staff prefers using ICT based teaching while using 'chalk talk'-based tools for explanation and illustration. LCD is used for displaying open source videos for visual based understanding in addition to the power point method of teaching.

Learning resources through NPTEL, MOOC, MIT freeware lecture modules are also used. Augmenting infrastructural facilities has been a regular practice for sustaining and promoting academic excellence. Google classroom was extensively used by the Institute for Teaching Learning during the phase of the pandemic.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="http://sbjit.edu.in/igac/#1651643250327-07717cd2-1c76">http://sbjit.edu.in/igac/#1651643250327-07717cd2-1c76</a>
Upload any additional information	No File Uploaded

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors



File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Institute strictly adheres with the systematically planned academic calendar prepared for every semester session by the Office of Dean Academics well before the commencement of the session. It is designed considering the required no. workdays, national and other holidays with discussion of all the Head of Departments in close consultation with the Principal. The Academic Calendar exhibits a positive balance between teaching learning, examination schedule and other activities which is strictly adhered by all the departments of the Institute. The adherence of the academic calendar is closely monitored by the Principal, Dean Academics and Head of Departments at their respective levels.

All the course co-ordinators of the respective course plans and prepares their Teaching Plan well in advance before the commencement of academic session and is very well aligned with the objectives of Outcome Based Education. Teaching Plan comprises of sequence of course contents delivery, tutorials, activity based learning, skillsets training, teachers assessment examinations, guest lectures, etc. as planned by the respective course co-ordinators in consultation with the head of department. The plan is well executed by the course co-ordinators with close monitoring by the head of departments.

Time tables are prepared for the week and well adhered by the departments considering the curriculum scheme with provision of extra hours for other activities considering the students overall development.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

124

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

22

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

593

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.5 - Evaluation Process and Reforms

#### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

-

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

15

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

**Examination procedures:**Institute has a well-established & efficient Examination management system where processes related to Pre Examinations, conduct of examinations, declaration of results are controlled & monitored by the office of Controller of Examinations.

In a semester, students are evaluated for his/her academic performance in theory & practical credit courses through Continuous Evaluation i.e., Class Assessment Examination (CAE) and End Semester Examination (ESE). All the examinations are conducted as per the syllabus prescribed by the respective BOS and approved by the Academic Council for UG/PG programme. Examiners are appointed only from the panel of examiners provided by the Board of studies. Assessment of answer books are done online through Digital Valuation system (ionDVS)

Examiners are provided with login and password for the digital evaluation. The answers scripts are coded to prevent disclosure of identity of students; thereby bias/malpractice of any kind is prevented. In order to have uniformity in the assessment of answer books, for the courses where more than one examiner is involved,

the course coordinator conducts a meeting of all the examiners and briefs them with regard to the scheme of marking. As an examination reform and to incorporate transparency and fairness, the Institute has adopted showing of Answer Script after each ESE and before publication of results. If students found some Grievance after observing the answer scripts, then they are allowed to register a grievance and apply for revaluation/retotaling as per standard procedure, the results are then processed with the help of IonEMS Software.

• Processes/Procedures integrating IT: College uses two software modules: first one is IonEMS for conduction of examination and second module is IonDVS used for paper valuation. Before Commencement of End Semester Examination, Class Assessment Examination (CAE) marks are uploaded on IonEMS software by the concerned faculty members with their own Login ID and Password to bring more transparency & security. Assessment of answer books are done online through the Digital Valuation system (ionDVS). Examiners are provided with login and password for the digital evaluation. The answers scripts are coded to prevent disclosure of identity of students; thereby bias/malpractice of any kind is prevented

• Continuous Internal Assessment System : In a semester, a student is evaluated for his/her academic performance in theory & practical credit course through Continuous Evaluation and End Semester Examination (ESE). The continuous evaluation for theory is done through class assessment examination (CAE) and teacher assessment examination (TAE). The internal assessment has a total weightage of 40% out of which 20% is carried by CAE and 20% is carried by TAE.

With the IT integration and reforms in the examination procedures and processes, it has brought a considerable significant improvement in the Examination Management System of the Institution

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

## 2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are drafted in-line with the vision and mission of the Institute and keeping in mind the Outcome Based Education, Bloom's Taxonomy. Every department has clearly stated Program Outcomes (POs), Program Specific Outcomes (PSOs) for their offered programmes which are achieved through Course Outcomes (COs) and Co-Curricular Activity. Faculty are well aware of the vision and mission of the Institute, POs and PSOs of the programme due to their deep involvement in the formation as well as execution of the curriculum. POs/PSOs of the programme are in line with Programme Education Objectives and the vision & mission of the Institute.

COs for each course are finalized by the individual Course Coordinator. The resources (faculty, library, laboratory, etc.) and pedagogy to be adopted for effective course delivery and student learning are determined in consonance with the Course Outcomes to be attained. The assessment of course outcomes is done by using direct and indirect measurement tools.

POs and PSOs are displayed/conveyed through Institute website, Display Boards at Department and other common places. The Course outcomes for the courses are communicated and explained by faculty to students at the commencement of the course and also disseminated through induction programs. POs and PSOs and COs are a mandatory part of the course file prepared by the course coordinator.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

**Attainment of Course Outcomes :**

COs of a course are assessed by both the direct and indirect

assessment tools.

Direct assessment is evaluated from the performance in continuous internal assessments and End Semester Examination. Indirect CO assessment is evaluated from the Course End Survey and feedbacks. The questions given in the continuous evaluation examination are to be mapped with respect to the COs of the course, which in turn are mapped with the POs and PSOs with a correlation level of 1, 2 and 3. The correlation level 1, 2 and 3 are defined as 1 - Slight (LOW); 2 - Moderate (MEDIUM) and 3 - Substantial (HIGH). Correlation of a particular CO to PO is determined based on the Bloom's Taxonomy knowledge levels and relevance to particular PO. Attainment level is measured from the student performance in continuous assessment and End Semester Examination (ESE) with respective Course Outcomes of a course. The direct and indirect assessments are given 80% and 20% weightage respectively. The indirect course outcome attainment is evaluated from Course End Survey (CES) which is conducted at the end of every course. The course end survey questions are framed by the course coordinator to find the level of comfort of the students on particular COs. At the end of the course, the course co-ordinator evaluates the attainment of COs by following assessment methods and reports about his / her observations and actions need to be taken in the Faculty Course Assessment Report (FCAR) which is taken as a reference for deciding teaching methodology in the next session.

Attainment of Program Outcomes :

Course Outcomes of each Course are mapped with PO's & PSO's of the courses from 1st Semester to Final Semester including Theory and Practical courses. Count of individual mapped PO and PSO are calculated and divided by the total number of CO's of all Departmental Courses. Its percentage is also calculated.

% Threshold for the Program Outcomes and Program Specific Outcomes Attainment are to be set with predefined values.

Overall PO attainment includes Direct as well as Indirect PO Attainment are calculated. Direct PO attainment is calculated from the performance of all the students in a particular program in curricular activities i.e. continual as well as End Semester Examination (ESE). Whereas Indirect PO attainment is calculated from Program Exit Survey, Alumni Feedback, Various co curricular and extracurricular activities and Employer feedback. After the



computation of POs / PSOs, a thorough analysis on these attainment levels is done by the department. This analysis helps to improve further the attainment of POs / PSOs. The proposed corrective, preventive and improvement potentials of the analysis are discussed and necessary actions are taken by the Department.

If threshold percentage is not attained, additional activities are planned and executed to fill the GAP and attain the respective Program Outcomes (POs) and Program Specific Outcomes (PSOs).

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

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

458

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<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

<http://sbjit.edu.in/iqac/#1648032985893-b7a5c0df-125d>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

R&D Cell which aims to nurture research culture in the College by promoting research activities in newly emerging and challenging frontier areas of Engineering, Technology, Science and Humanities. It encourages the students and faculty to undertake the research in newly emerging frontier areas including multidisciplinary fields. Our Institute always strives to engage students and faculty members in research and development activities. All the R&D related activities are processed through R&D Policy.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sbjit.edu.in/wp-content/uploads/2021/08/Policy-compressed.pdf">https://sbjit.edu.in/wp-content/uploads/2021/08/Policy-compressed.pdf</a>
Any additional information	No File Uploaded

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

NIL



File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

3.25

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

#### 3.2.3 - Number of teachers recognised as research guides

01

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

01

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	<a href="#">View File</a>

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

S.B. Jain Institute of Technology, Management and Research is one of the most forward-thinking and innovative educational institution, its ecosystem, enable its students to get first-hand experience in entrepreneurship, promote innovation-driven activities at the institute and provide a comprehensive and integrated range of support including space, mentoring, training programs, networking and an array of other benefits. Through the incubation center, students gain hands-on experience in innovation and entrepreneurship while being nurtured and encouraged by faculty, management and industry experts. Institute has promoted meaningful Research and Development activities with a vision and mission to pursue and promote Research in Frontier Technologies which will be helpful for industry and promote research activities for the benefit of society. Research and Development Cell which aims to nurture research culture in the college by promoting research activities in newly emerging and challenging frontier areas of Engineering, Technology, Science and Humanities. It encourages the students and faculty to undertake the research in newly emerging frontier areas including multidisciplinary fields.

Student's undergone live projects to fill the Industry -institute interaction gap and provide a solution to the industry problem statement. Institute conducts an International conference, Sponsored FDP /STTP for faculty members to get more knowledge about upcoming technology. The Institute has membership with the Vidarbha Industries Association(VIA) through which helps in strengthening the ecosystem for innovation.

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

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

36

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

D. Any 1 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

00

File Description	Documents
URL to the research page on HEI website	<a href="https://sbjit.edu.in/rd-cell/#1624344187611-39830cd4-1cee">https://sbjit.edu.in/rd-cell/#1624344187611-39830cd4-1cee</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

18

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

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

08

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The objectives of extension activities is to inculcate social awareness, values and environmentally responsible behaviour amongst students. The students should be nurtured as citizens with moral, ethical and social values so as to provide service to the society through activities and discharge their obligations towards the society.

The students and the staff members have distributed woollen clothes to the children living on the footpath of Nagpur city. The students were sensitized about the importance of things and their responsibility towards the needy and financially weak children.

The students were encouraged to sensitise people in the Nagpur city about the precautions to be taken during the current ongoing pandemic. The students distributed face mask to the labours, beggars etc. and informing them about the importance of the mask during the ongoing pandemic.

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

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

20

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

2812

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

#### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

00

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

#### 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

19

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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 equipments, etc.

Institute has adequate number of physical facilities for teaching-learning resources like classrooms, laboratories, seminar hall, computing equipments. With respect to the requirement of minimum infrastructure, the Institute follows the guidelines of AICTE who releases the norms in their Approval Process Handbook every year. Institute has spacious and ventillated classrooms, well equipped laboratories, seminar halls, tutorial rooms, workshops, computer centre and libraries that cater to all the academic requirements of the offered programmes. The Central library has a reading hall for a sufficient number of students. Institute has a well equipped language lab for improving communication skills. Also, the



institute has set up a new digital classroom equipped with online teaching tools to foster better delivery of academic contents. The Institute has sufficient number of computer systems that well caters the needs of students and the faculty. The availability of adequate infrastructure and physical facilities for teaching learning are well in accordance with respect to the area and number requirements as issued by the AICTE.

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

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

Institute promotes extra-curricular activities and makes available suitable facilities to our stakeholders. Campus is spread in 11.22 acres of land having a large playground area with indoor and outdoor sports facilities. Institute has various outdoor sports facilities like swimming pool, basketball court, football ground, cricket ground where students attain good mento-physical health. Gymnasium for boys is available on the college campus. Indoor sports like Chess, Carom are also provided to the students. College promotes the yoga practice among students by organizing the programs on International Yoga day and sufficient space is available for the same. Auditorium equipped with modern tools including video conferencing is available for conducting relevant events.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

6.86

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

The Institute's library is fully computerized. Facilities like open access, individual and general reading, books as per syllabus, rare reference books, ebooks ,CDs and floppies,subscription of national and international journals from all over world including famous publishers, E-Journals, newspapers, periodicals, magazines etc are available for the students as well as the faculties. All library activities are automated with the help of Library Software with Laser Bar-code Scanner .SMS facility is available for re-issue of books. Students can search their books by using OPAC (Online Public Access Catalog) .For the benefit of the students, Institute has started Book Bank facility for the entire student.

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

**4.2.2 - Institution has access to the following:** A. Any 4 or more of the above  
e-journals e-ShodhSindhu Shodhganga  
Membership e-books Databases Remote  
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

0.45149

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
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 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

00

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

**4.3 - IT Infrastructure**

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

**Software Installation and Licensing Policy**

Any computer purchases made by the individual departments/projects

should make sure that such systems have licensed software (operating system, antivirus software and necessary application software) installed. All the LAB has open source software and also the same licensing software.

#### Operating System and its Updating

1. Some individual users should make sure that respective computer systems have their OS updated in respective of their service packs/patches, through the Internet. This is particularly important for Windows based computers (both PCs and Servers).

2. College as a policy encourages user community to go for open source software such as Linux, libre office to be used on their systems wherever possible.

#### Antivirus Software and its updating

1. Sonicwall firewall gateway has its own antivirus software which protects Intrusion prevention, and content filtering.

2. Some computer systems used in the college should have anti-virus software installed, and it should be active at all times. The primary user of a computer system is responsible for keeping the computer system compliant with this virus protection policy.

#### Internet Unit

We use the Sonicwall firewall to prevent illegal access to the internet. Sonicwall firewall product range offers network security solutions (Firewall and UTM appliances), centralized security management, centralized visibility (Dashboard), Sonicwall network security appliances. The campus is under CCTV surveillance.

#### Network Use Policy

Campus has a 90 Mbps high-speed internet facility. The organization has a 24\*7 Wi-Fi Facility in the College campus for the understudy and employees to avail internet at any place in the campus. The connectivity through a fully networked campus with state-of-the-art IT infrastructure, computing & communication resources, offers students the facilities of e-mail, net surfing, up/down loading of web-based applications, besides helping them in preparing projects & seminars.

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

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1736	678

File Description	Documents
Upload any additional information	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

#### 4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

516.31

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

Institute possesses quality infrastructural facilities to support teaching learning, research and administrative services. The college campus is spread over 11.22 acres with multi-storied building. College has sufficient numbers of class rooms, online teaching rooms, seminar rooms, conference hall and laboratories. Centralized libraries have variety of book titles in multiple copies and scientific journals with spacious reading hall available for students. Besides, departments individually have their own departmental libraries. Institute has well equipped language lab for improving communication skills. To become self-sufficient in energy needs institute has set up solar plant of 150 KW capacities. Institute has adequate number of computer machines with allied accessories situated in spacious computer centres and laboratories. Along with this required software packages, are available in sufficient number. Campus is well equipped with facilities like LAN, free Wi-Fi and CCTV surveillance. To support basic medical requirement institute has set up Sick room in campus where Doctor comes on regular visit. In case of any emergency, medical hospital is also available in close vicinity. Transportation facilities are also provided to the students and staff members. Clean drinking water with RO system, staff Canteen, student canteen, girls and boy's common room, and gymnasium facilities are also available.

The Institute has well established systems and carry out periodic maintainence for the academic and other support facilities including classrooms, laboratory, library, sports facilties, computers, etc. with proper procedures through support staff.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1405

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

576

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities**  
**Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene)**  
**Awareness of Trends in Technology**

**A. All of the above**



File Description	Documents
Link to Institutional website	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

867

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

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	No File Uploaded



## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

154

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

01

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

10

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

## 5.3 - Student Participation and Activities

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The College students participate on various College Committees. The student council's mission is to provide students with opportunities to grow as leaders by organising and carrying out college activities. Members of the IQAC and the college development committee are students and alumni who help design the college's overall comprehensive development plan in terms of academic, administrative, and infrastructural growth, as well as enable the college to foster excellence in curricular, co-curricular, and extracurricular activities. The Training and Placement Cell is made up of students and alumni. The Library Committee examines and makes policy recommendations for the Library's proposed budget and resource distribution among academic divisions and units. Members of the relevant board of studies are Alumni. With their skills, alumni provide essential feedback for curriculum design. The Women's Redressal Cell is in charge of investigating any complaints about women's issues brought up by students and personnel at the college. The cell's sole purpose is to protect the rights of female students, faculty and staff members, as well as to offer a venue for concerns to be heard. The internal complaint committee is made up of students. The Internal Complaints Committee's main responsibilities include enforcing the Sexual Harassment Prevention Policy, resolving complaints from the aggrieved and recommending actions. It is also tasked with investigating grievances and making recommendations in response to complaints brought before it. The NSS unit of the college provides a platform for students to develop their entire personality, which includes their mental, moral, and physical growth.

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

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

07

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

College is in process of making an Alumni Association. College is in continuous touch with the Alumni regarding different domains such as Guest Lecture, Campus Placement and Career Guidance etc. Every Year College Conducts Alumni Meet. This year due to pandemic situation, College has conducted the Alumni Meet department wise. The virtual Alumni meet was conducted on 26th June 2021 and 3rd July. More than 200+ students have attended the Virtual Alumni Meet. The meet provides association and collaboration amongst all the Alumni of the Institute and foster a strong bond between them and the Institute so as to achieve the ultimate aim to elevate the glory of the ALMA MATER to a new level. Alumni contribute generously to many activities like mentoring and guiding the students for their academic and career development, providing opportunities for placement, internships, site and industry visits. The entrepreneur alumni guide the budding entrepreneurs, deliver guest lectures on emerging topics and technologies, provide career guidance and awareness regarding higher education

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

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

#### A. Vision and Mission Statement:

##### Vision

Emerge as a leading Institute for developing competent and creative Professionals.

##### Mission

- Providing quality infrastructure and experienced faculty for academic excellence
- Inculcating skills, knowledge and opportunities for competency and creativity
- Aligning with Industries for knowledge sharing, research and development

#### B. Nature of Governance:

The institution follows a democratic and decentralisation mode of governance with all stakeholders actively participating in its administration and Management. The Governing Body delegates authority to the Organisation , Chief Executive Officer (CEO) and Principal who share it with the different levels of functionaries in the college. Various bodies are formed under autonomy viz. Academic Council, Board of Studies of each department and others that governs the Institutional affairs in an organized manner. The Heads of all Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

#### C. Perspective/Strategic Plan:

The institution has a Perspective/Strategic plan which has, well-thought-out to help & develop in a systematic way.

#### D. Participation of Teachers in Decision-Making Bodies.

• Teachers influence the institutional polity through the various committee for the day-to-day functioning of the college like Finance Committee, Academic Council, BoS, Examination Committee, the Library Committee, Research & Development Committee, Entrepreneurship Development Cell, Training & Placement cell, Industry Interaction / Collaboration, Examination and Evaluation etc. Teachers, through their interaction on these bodies are able to contribute in a significant way to the participatory ethos of the institution.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institution practises decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice may be seen in the extensive delegation of authority to the Principal, Dean-Academics, Controller of Examinations, Heads of the various Departments in the college etc.

Dean-Academics of the Institute actively looks after all the academic matters of the Institute. The opinion and view point of all academic counselor, board of studies members and Head of the departments are well taken into consideration while drafting any academic related policies/ guidelines.

Decentralized functioning mechanism empowers the departments to function with a greater flexibility and at the same time they share the responsibilities. Head of Departments functions independently with their roles and responsibilities. Various portfolios are created such as Dean Academics, Dean R&D, IQAC, III cell, IT In charge, Alumni cell, women redressal cell, grievance cell, internal complaint committee, library, Training Placement Officer, Anti ragging committee, entrepreneurship development

cell, NSS cell, Sports cell etc. for effective governance and management of the Institutional endeavors. Departmental heads also delegate work as per assigned portfolios to their colleagues to ensure smooth completion of work/tasks in the expected time frame.

One of the most important managerial concepts the college has implemented is the participation of faculty members in the decision making process in matter related to academic and non academic nature. This has created a sense of involvement and responsibility among all the staff members resulting in efficient administration of the college. Various Committees consisting of staff from various departments provide efficient coordination among team members in coordination with decision making authority.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The College Management believes in setting up perspective plan for excellence in academic and infrastructural development.

The institution has deployed and implement its perspective plan in a planned manner. It upgrades its physical infrastructure, library and learning resources, student development resources and other resources from time to time. The Institution's academics and other activities are implemented in an efficient and strategic manner. Various committees are formed through which the perspective plan are brought into action through continuous development.



File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organizational structure of the College facilitates its smooth functioning.

#### Governing Body:

The overall supervision of the College comes under its purview. After discussion, it decides the academic policy keeping in view the national policies in higher education, existing priorities and local need.

The Governing Body as per the Constitution of the college has 12 members in all: 6 are from an eminent educational background. The Office Bearers are Chairman, one from UGC Nominee, one from University nominee, one member from Industry background, one from state govt. nominee and one is Secretary-Principal, while there are 2 Teacher Representatives and 1 Non-Teaching Staff Representative.

#### Administrative Set Up:

The Principal is vested with the day-to-day running of the college. He has his team of Dean, Departmental Heads, the IQAC Coordinator, and the Head Clerk to assist him in the discharge of this work. The Chief Executive Officer (CEO) forms the nucleus of the administration with the former being the final authority in all financial matters.

#### Service Rules, Procedures, Recruitment and Promotion Policies:

Service rules and procedures are guided by the RTM Nagpur University, the Constitution of the college and the rules of the State Government as amended from time to time in this regard. The recruitment rules for the teaching staff are as per the AICTE



along with the eligibility criteria prescribed by the UGC; The promotional policies for teachers are according to institute HR Policy and AICTE.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://sbjit.edu.in/orginazational-chart/">https://sbjit.edu.in/orginazational-chart/</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

### 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) Documen	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Following are the welfare measures provided for teaching and non-teaching staff for their career development.

### 1. Welfare measures for Teacher staff :

- Employee ProvidentFund
- Insurance Scheme
- Medical Leaves
- Subsidized CanteenFacility

- Transport Facility
- Gym facility
- Sick room facility
- Fee concession for ward of faculty members admitted in the Institution.
- Support to faculty members for pursuing higher studies.
- Encouragement for attending Faculty development Programmes, workshops, conferences etc. by providing leaves and financial assistance.

## 2. Welfare measures for Non Teaching staff :

- Employee Provident Fund
- Insurance Scheme
- Subsidized Canteen Facility
- Transport Facility
- Sick room facility.
- Encouragement for attending development programmes, seminars, workshops etc. with Institutional support.

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

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

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)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

70

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

Audits in the Institute are conducted with the objective of fact findings. The accounts of the college are maintained and audited regularly by the Chartered Accountant. The institution has computerized its financial management system and all the accounts are managed by the tally, ERP software and others. All the details of income and expenditure are stored with the help of software.

All the financial statements and pay sheets are prepared using the computer. The C.A undertakes internal audit. The financial documents and receipts are produced for scrutiny and all that is needful regarding the maintenance of accounts is completed within a stipulated period of time.

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

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

##### Institutional strategies for mobilisation of funds:

At the beginning of every financial year, requirements of all the academic and other departments are submitted to the Principal. The funds to each departments are judiciously allocated. The budget is prepared and presented before the governing body of the Institute for approval. Once the budget is approved, the funds are disbursed.

##### Strategies Employed for optimal Resource Mobilization:

- The institution seeks to mobilize government and non-government grants for the improvement of institutional infrastructure and knowledge resources and to that end prepares and submits proposals to the relevant authorities such as the UGC, the State Government, .

- It welcomes donations, memorial prizes and endowments from staff members and alumni towards the prize and endowment funds. Institute receives funds every year from Late Jasvantibahen Parekh organization for providing need based scholarships to the needy students.
- It engages with its alumni and other stakeholders in exploring revenue-generation avenues.
- All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders.

#### Mobilization and utilization of Space and Time:

- Space which is at a specious level in the college is utilized fully and imaginatively. Institute has a canteen with adequate seating capacity and serves healthy food with proper hygiene. Adequate measures have been taken keeping student's health in mind providing safe drinking water in the college canteen.
- Institute has a very green lucrative (Garden) campus with ample sufficient space in each corner .
- Building a healthy relationship with exercise for personal wellness is important for every individual, especially college students. Therefore GYM facility is available for students ,faculty and all employees working in the Institute.
- The Institute has rooftop Solar Photo-voltaic grid-connected energy system of 150KW and the Rainwater Harvesting system use open terraces effectively.
- The Computer Laboratory which accommodates multiple related courses, the seminar halls which are also used as lecture theatres, the library which functions as a composite knowledge resource centre are but a few other examples of optimal space utilization.

#### Mobilization of Intellectual and Human Resources.

- The institution mobilizes its human resources, too, by visualizing, designing and implementing academic and co-curricular activities that develop the student's potential to the fullest.
- It encourages all staff members to reach their professional growth goals by cooperating with their career development

imperatives and discipline specific aspirations.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC effectively channelized Institutional academic planning due to the COVID-19 situation considering the online mode of teaching learning. The Institute strongly adhered to the academic calendar and carried out all its academic endeavours accordingly in a very well planned manner under the pandemic. Because of proper planning and mentoring, the Institute had a well connect with the students and complete support was extended to them for the completion of their academic endeavours.

Internal academic audits of academic departments were channelized and carried out. It has considerably impacted for the improvement of the Institutional academic endeavors.

IQAC channelized the Institutional planning for NAAC endeavors for the stakeholder departments of the Institute. The academic and other support departments contributed for the successful conduction of these planned activities leading to the continuous improvement of the Institutional affairs.

The Institute organized planned workshops, training programmes and seminars for students and faculties for their growth and development ultimately enhancing the quality of the Institutional endeavors.?????

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The teaching-learning process is continuously reviewed by the Institution.

Each Course Coordinator prepares the teaching plan of their respective course before the beginning of the semester session and is effectively implemented as per the requirements. The teaching plan is strictly followed by the course coordinators and is monitored by the head of department.

Head of the Department takes rounds and informal feedbacks from the students and reviews the progress of the completion of the syllabus periodically. Special remedial classes are conducted for the slow learner students and extra coaching are provided to them.

The Principal and Dean Academics reviews the teaching learning process, structures and methodologies of operation of the academic departments from time to time and also adherence to academic calendar. Any discrepancy in implementation is dealt seriously. Review of learning outcome is done through both formal and informal feedbacks from the students.

Through these measures, the teaching learning process has been considerably improved.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used

B. Any 3 of the above



## for improvement of the institution

**Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="http://sbjit.edu.in/igac/#1648032985840-7733d28a-85f9">http://sbjit.edu.in/igac/#1648032985840-7733d28a-85f9</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institution constituted the following committees as per norms laid by University/UGC: Institution Grievance Redressal Committee, Anti-Ragging, Women's Grievance and Redressal Committee, Students' Disciplinary Committee, The functions of these committees are displayed on the website of the institution and information is being disseminated to the students through orientation and induction programs. The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement. There are separate washroom facilities for girls and boys.

The institution promotes gender sensitization through co-curricular activities like workshops, seminars, guest lectures etc. Celebration of Women's Day is arranged to acknowledge the economic, political, social and cultural achievements of women from all walks of life. Women across the globe come together on this day to rally for gender parity and highlight the role of women in bringing out important changes.

In view of the above thought Women's Grievance and Redressal

Committee of S. B. Jain Institute of Technology, Management and Research Nagpur celebrate International Women's day on 8th March. On that occasion debate competition on 'The equality between the sexes is only an ideal' was organized.

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

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

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

**E-waste management-** Electronic waste or e -waste is any broken or unwanted electrical or electronic appliance such as DVD, keyboard, mouse, CPU, Monitors are collected from various departments on regular basis. Such e-waste contains harmful contents (ex. Lead, nikel, copper, lithium etc.) which are pollutant to environment. The collected waste were handed over to environmental NGO for further decomposition.

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

**7.1.4 - Water conservation facilities available**

**B. Any 3 of the above**

**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**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

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

**B. Any 3 of the above**

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

File Description	Documents
Geotagged 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	No File Uploaded

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

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

**C. Any 2 of the above**

- 1. Green audit**
- 2. Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions/awards**
- 5.Beyond the campus environmental**

### promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).**

We believe in unity in diversity and our faculties and students respect the different religions, languages and culture. We greet and wish each other at different festivals and get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. To represent our Indian

culture, on the eve of our college annual gathering we organize traditional dress competition. In this competition students wore the different attire representing the different states, religions and cultures. To celebrated rich diversity of indian heritage, on every 26th January i.e. Republic Day "Incredible India" competetion is organized where models/display of vibrant and colourful India is showcased. On national holidayas like Iindependance Day and Republic Day different shades of nationalism are celebrated by taking events like poems, patriotic songs and skits. Hindi Bhasha Pakhwad is celebrated to honour the national languaze. Similary Marathi Bhasaha Divas Celebration brings a rich falour to eseence of regional language. Through these activities students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. This also creates the inclusive environment in the college and society.

We have also included one new course in our curriculum i.e Essence of Indian Traditional Knowledge for sensitization of students concerning our indian tradition.

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>

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

Institute has been taking various initiatives for Sensitization of students and employees of the institution to constitutional obligations:

1. Everyday national anthem is been played in campus at 10.30 a.m i.e at the beginning of college.

2. Through NSS cell various activities like blood donation, tree plantation ,swacch bharat abhiyan has been carried out.

3. From session 2020-21, We have introduced one new course in our curriculum i.e "Indian constitution" for Sensitization of students of the institution towards constitutional obligations values, rights, duties and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**

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 programmes, 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**

**Institution Organizes National Festivals and Birth Anniversaries of great Indian Personalities with enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days. Various events were celebrated like Shivaji Maharaj Jayanti, World Health Day, Teacher's Day, Mathematics Day, Marathi Bhasha Diwas, National Science Day, International Women's Day, International Yoga Day, Independence Day, Republic Day, Mahatma Gandhi Jayanti, Shivswarajya Diwas,**

Youth Day (Birth anniversary of Swami Vivekananda), World Telecommunication and Information Society Day, Sawitribai Phule Jayanti, National Library Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged 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 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### Best Practices-I

#### 1.Title of the Practice

Add-on and value added programs

#### 2.Objectives of the Practice

To focus on training the students and to impart employability skills to keep in times with the speed of growth.

To make students eligible for employment.

To bridge the skill gaps and make students industry ready.

#### 3. The Context

The programme courses of various disciplines of engineering may not quench the thirst of a budding engineering student. So as to provide opportunity to acquire contemporary skills and make students competent professionals, apart from regular academics, value added courses is the need of the hour.

#### 4.The Practice



The institute offers various career/knowledge oriented courses with the help of outside experts and in-house experienced faculty. For each course, a course coordinator is designated who takes responsibility of smooth conduction of the course.

## 5.Evidence of Success

Add-on courses have improved students' skillsets. It has improved chances of employment and can facilitate student's placement. It has also helped in improving their self-confidence.

## 6.Problems Encountered and Resources Required

Additional resources and time is required to carry out the value added courses apart from regular curriculum. Through proper planning, these encountered issues were resolved.

## Best Practices-II

### 1.Title of the Practice

In view of pandemic situation academic development of the students is given priority by developing suitable e-contents for theory as well as practical course.

### 2.Objectives of the Practice

- Promote generation of e-content in all the courses;
- Encourage teachers to prepare and deliver through e-contents ;
- Make available the e-content to students using available platforms as well as its delivery through formal and non-formal modes of education, for supplementing and complementing the process of teaching and learning in higher education;
- Development of new content and methodology taking into account contemporary ICT

### 3.The context

During the COVID-19 pandemic, the conventional teaching learning process came to standstill due to the lockdown imposed by the government. This gave rise to adopt the alternate methods so as to cater to this problem using modern tools and techniques and the Institute embraced e-learning to overcome these barriers and

challenges. This further led to the development of e-content by the Institute for effective teaching learning.

#### 4.The Practice

So as to continue and impart regular academics to the students under lockdown period, all the departments of the Institute had worked hard to change the methodology from classroom teaching to online teaching. The Institute optimally utilized its state of art infrastructure (computers, servers, internet, intranet, recording facilities etc.) for web-based learning.

#### 5.Evidence of Success

The Institute has successfully implemented the online teaching learning process during pandemic situation and completed all the semesters through this mode during this period. The faculties delivered the 100 % course contents through Google platform(Google classroom and meet) and also the assessment and evaluation were carried out through online mode.

#### 6.Problems Encountered and Resources Required

The challenges encountered in e-learning were:

- Unclear student's learning style and pace,
- Availability of IT resources with the students,
- No direct one to one communication possible with eye contact,
- Time management challenges,
- Challenges with assessment and evaluation.

These challenges were well catered to its extent and the best possible efforts were made so as to facilitate teaching learning.

File Description	Documents
Best practices in the Institutional website	<a href="https://sbjit.edu.in/wp-content/uploads/2022/03/BEST-PRACTICES-2020-21.pdf">https://sbjit.edu.in/wp-content/uploads/2022/03/BEST-PRACTICES-2020-21.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust

(within a maximum of 200 words)

The Institute's vision is to "Emerge as a leading Institute for developing competent and creative Professionals"

The Institute in its endeavor to implement its curriculum incorporating its vision and mission into reality, it runs with a well-planned academic calendar incorporating various co-curricular activities with regular academics for overall development of students. The focus is on skill development, career oriented programs, industry connect/ interaction and Institute have brought all these aspects under curriculum implementation and enrichment. Activity based learning made part of the curriculum delivery and it aids in development of analytical thinking, nurturing creativity and encourages students to be inquisitive and independent. During the pandemic, the Institute has transited to online mode of teaching learning, developed e-contents, recorded practicals videos and ensured that all the syllabus has been covered during the time frame. All the challenges associated with the online teaching learning were well catered and the highest priority i.e. students teaching learning during the phase was well achieved.

The students of the Institute are not only guided to achieve excellence in the education but are thoroughly equipped with the knowledge of social perseverance and environmental sustainability.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Institute's Curriculum under autonomy is such designed to make it Industry relevant, have provision for multidisciplinary learning/activities so that the dynamic and responsive curriculum will address future needs of the world of work. It includes skill oriented teaching learning, industry internships made part of curriculum with inclusion of concept of Practice Schools with emphasis on professional skills sets and soft skills training. Activity Based Learning, Skillset Training, Multi-disciplinary Learning through Open Electives are the part of curriculum. Engineering UG programs contributes through lab and project activities where students are able to design and manage technical and software projects of respective programs using latest technologies. For MBA Program, the curriculum emphasizes on intensive flexible core in management education with number of specializations offered. The designed curriculum comprises of five key program outcomes and two program specific outcome that every employer seeks in a management student. The curriculum is designed with inputs from various stakeholders including experts from Industry and academics addressing the current needs. The outcome based education model is implemented by the Institute wherein each courses have well defined Course Outcomes (COs) which aids in the attainment of Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) of respective programmes offered by Institution

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

#### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

12

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

58

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

07

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The Institute addresses the cross cutting issues through the curriculum.

Gender- Numbers of programs are conducted for women and girl students such as organization of hemoglobin check up camps. The Institute organizes programs on Woman Empowerment, Laws for Woman and Women's Day. The N.S.S. unit of the Institute has been very proactive in conducting different extension activities not only in college premises but also in nearby villages. Major gender issues are focused and addressed through the activities like Save girl child campaign, etc.

Environment and Sustainability- N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, plastic free drive, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Also the Institute celebrates various days like World Environment Day, N.S.S. Day, etc. The college has taken initiative in Swachh Bharat Abhiyan and Tree plantation programs. A mandatory course on environmental studies is introduced in the First Year of Engineering to sensitive the students towards the environment.

Human Values and Professional Ethics- To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are conducted by NSS in association with NGOs and govt. bodies. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Guest lectures on value education have been organized for



students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical checkup camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc. Human values is also addressed in the First Year Induction programme as per the guidelines of AICTE and a separate mandatory course on Indian Constitution is also included in the curriculum. A course on "Business Ethics" is introduced in the MBA programme and also the contents addressing professional ethics are also included in the courses wherever applicable in the other programmes.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

12

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1211

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects



639

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 1.4 - Feedback System

<b>1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni</b>	<b>A. All 4 of the above</b>
---	------------------------------

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>A. Feedback collected, analysed and action taken made available on the website</b>
---	---

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>
Any additional information	No File Uploaded

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

477

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 reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

153

File Description	Documents
Any additional information	No File Uploaded
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 students' learning levels and organises special programmes for both slow and advanced learners.

Each student is different in terms of learning abilities, academic standards, classroom learning and academic performance and each has his own learning ability. Thus depending upon the performance of students in class and examination, students are identified as slow learner and fast learner. For slow learners the institute conducts special remedial classes. The aim of remedial teaching is to provide learning support to students who lag behind their counterparts in academic performance. Also tutorial sessions are conducted to encourage students actively with the course content. Tutorial Teaching Emphasis on attention to specific groups of students. Assignments are given to students. The purpose of assignment is to increase the learning capabilities of students and provide a space to practice so as to enhance the knowledge regarding the subject. Also slow learners are counseled through teacher guardians to improve their performance. For the advanced learners institute conducts activities to improve the portfolio of students, encourages students to present and publish papers in journals/conferences, participate in competitions, provides guidance for GATE/ competitive Examinations, encourages students to participate in professional activities and also provides Individual guidance for career building.

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

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2021	1736	124

File Description	Documents
Upload 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:

Various methods of experiential learning, participative learning and problem solving methodologies are implemented by the Institute either through specific courses such as Projects, Practice Schools/ Internships etc. as well as through various academic activities conducted by the Institute through the curriculum.

As a part of continuous assessment, Teacher Assessment Examination(TAE) is introduced in every course and activities such as surprise tests, quizzes, case studies, home assignments, mini projects, mini models, activity based learning, seminars, chapter review from text book/ reference book, Review of journal paper etc. are carried out throughout the session which aids in the experiential & participative learning as well as improve the problem solving capabilities of the students. Tutorials are allocated to the courses so as to actively engage the students in the problem solving.

Activity based learning(ABL) is made part of curriculum and the faculties conduct ABL activities so as to impart the required technical skills, achieve higher cognitive levels of learning, encourage self learning/ exploration, aid in life-long learning and develop creative & analytical skills.

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

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Infrastructure and Learning Resources are integral part of the good learning ecosystem. The Institute is well equipped with good infrastructure, ambience and adequate learning resources.

The Institution has well-furnished class rooms, ICT enabled smart room, seminar halls, conference room, specialized and well equipped labs which are extensively used for effective teaching-learning. All the classrooms are well equipped with LCD projectors and computers for better academic delivery.

The internet access is provided to all the students, faculties, administrative offices, and library. The connectivity is through fast wireless and LAN connections and is available throughout the campus. Well-equipped Computer Labs, Classrooms, projectors are available to facilitate computer-aided teaching and enrich the teaching learning experience.

Staff members adopt a balanced blend of classic and modern methods of teaching-learning. Based on the context of the subject taught, staff prefers using ICT based teaching while using 'chalk talk'- based tools for explanation and illustration. LCD is used for displaying open source videos for visual based understanding in addition to the power point method of teaching.

Learning resources through NPTEL, MOOC, MIT freeware lecture modules are also used. Augmenting infrastructural facilities has been a regular practice for sustaining and promoting academic excellence. Google classroom was extensively used by the Institute for Teaching Learning during the phase of the pandemic.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="http://sbjit.edu.in/igac/#1651643250327-07717cd2-1c76">http://sbjit.edu.in/igac/#1651643250327-07717cd2-1c76</a>
Upload any additional information	No File Uploaded

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

86

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Institute strictly adheres with the systematically planned academic calendar prepared for every semester session by the Office of Dean Academics well before the commencement of the session. It is designed considering the required no. workdays, national and other holidays with discussion of all the Head of Departments in close consultation with the Principal. The Academic Calendar exhibits a positive balance between teaching learning, examination schedule and other activities which is strictly adhered by all the departments of the Institute. The adherence of the academic calendar is closely monitored by the Principal, Dean Academics and Head of Departments at their respective levels.

All the course co-ordinators of the respective course plans and prepares their Teaching Plan well in advance before the commencement of academic session and is very well aligned with the objectives of Outcome Based Education. Teaching Plan comprises of sequence of course contents delivery, tutorials, activity based learning, skillsets training, teachers assessment examinations, guest lectures, etc. as planned by the respective course co-ordinators in consultation with the head

of department. The plan is well executed by the course co-ordinators with close monitoring by the head of departments.

Time tables are prepared for the week and well adhered by the departments considering the curriculum scheme with provision of extra hours for other activities considering the students overall development.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

124

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

22

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

593

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 2.5 - Evaluation Process and Reforms

### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

-

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

15

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

**Examination procedures:** Institute has a well-established & efficient Examination management system where processes related to Pre Examinations, conduct of examinations, declaration of results are controlled & monitored by the office of Controller of Examinations.



In a semester, students are evaluated for his/her academic performance in theory & practical credit courses through Continuous Evaluation i.e., Class Assessment Examination (CAE) and End Semester Examination (ESE). All the examinations are conducted as per the syllabus prescribed by the respective BOS and approved by the Academic Council for UG/PG programme. Examiners are appointed only from the panel of examiners provided by the Board of studies. Assessment of answer books are done online through Digital Valuation system (ionDVS)

Examiners are provided with login and password for the digital evaluation. The answers scripts are coded to prevent disclosure of identity of students; thereby bias/malpractice of any kind is prevented. In order to have uniformity in the assessment of answer books, for the courses where more than one examiner is involved, the course coordinator conducts a meeting of all the examiners and briefs them with regard to the scheme of marking. As an examination reform and to incorporate transparency and fairness, the Institute has adopted showing of Answer Script after each ESE and before publication of results. If students found some Grievance after observing the answer scripts, then they are allowed to register a grievance and apply for revaluation/retotaling as per standard procedure, the results are then processed with the help of IonEMS Software.

- Processes/Procedures integrating IT: College uses two software modules: first one is IonEMS for conduction of examination and second module is IonDVS used for paper valuation. Before Commencement of End Semester Examination, Class Assessment Examination (CAE) marks are uploaded on IonEMS software by the concerned faculty members with their own Login ID and Password to bring more transparency & security. Assessment of answer books are done online through the Digital Valuation system (ionDVS). Examiners are provided with login and password for the digital evaluation. The answers scripts are coded to prevent disclosure of identity of students; thereby bias/malpractice of any kind is prevented

- Continuous Internal Assessment System : In a semester, a student is evaluated for his/her academic performance in theory & practical credit course through Continuous Evaluation and End Semester Examination (ESE). The continuous evaluation for theory is done through class assessment examination (CAE) and teacher assessment examination (TAE). The internal assessment has a total weightage of 40% out of which 20% is carried by CAE and 20% is carried by TAE.

With the IT integration and reforms in the examination procedures and processes, it has brought a considerable significant improvement in the Examination Management System of the Institution

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

## 2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are drafted in-line with the vision and mission of the Institute and keeping in mind the Outcome Based Education, Bloom's Taxonomy. Every department has clearly stated Program Outcomes (POs), Program Specific Outcomes (PSOs) for their offered programmes which are achieved through Course Outcomes (COs) and Co-Curricular Activity. Faculty are well aware of the vision and mission of the Institute, POs and PSOs of the programme due to their deep involvement in the formation as well as execution of the curriculum. POs/PSOs of the programme are in line with Programme Education Objectives and the vision & mission of the Institute.

COs for each course are finalized by the individual Course Coordinator. The resources (faculty, library, laboratory, etc.) and pedagogy to be adopted for effective course delivery and student learning are determined in consonance with the Course Outcomes to be attained. The assessment of course outcomes is done by using direct and indirect measurement tools.

POs and PSOs are displayed/conveyed through Institute website, Display Boards at Department and other common places. The Course outcomes for the courses are communicated and explained by faculty to students at the commencement of the course and also disseminated through induction programs. POs and PSOs and COs are a mandatory part of the course file prepared by the course coordinator.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	Nil

## 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

### Attainment of Course Outcomes :

COs of a course are assessed by both the direct and indirect assessment tools.

Direct assessment is evaluated from the performance in continuous internal assessments and End Semester Examination. Indirect CO assessment is evaluated from the Course End Survey and feedbacks. The questions given in the continuous evaluation examination are to be mapped with respect to the COs of the course, which in turn are mapped with the POs and PSOs with a correlation level of 1, 2 and 3. The correlation level 1, 2 and 3 are defined as 1 - Slight (LOW); 2 - Moderate (MEDIUM) and 3 -Substantial (HIGH). Correlation of a particular CO to PO is determined based on the Bloom's Taxonomy knowledge levels and relevance to particular PO. Attainment level is measured from the student performance in continuous assessment and End Semester Examination (ESE) with respective Course Outcomes of a course. The direct and indirect assessments are given 80% and 20% weightage respectively. The indirect course outcome attainment is evaluated from Course End Survey (CES) which is conducted at the end of every course. The course end survey questions are framed by the course coordinator to find the level of comfort of the students on particular COs. At the end of the course, the course co-ordinator evaluates the attainment of COs by following assessment methods and reports about his / her observations and actions need to be taken in the Faculty Course Assessment Report (FCAR) which is taken as a reference for deciding teaching methodology in the next session.

### Attainment of Program Outcomes :

Course Outcomes of each Course are mapped with PO's & PSO's of the courses from 1st Semester to Final Semester including Theory and Practical courses. Count of individual mapped PO and PSO are calculated and divided by the total number of CO's of all Departmental Courses. Its percentage is also calculated.

% Threshold for the Program Outcomes and Program Specific Outcomes Attainment are to be set with predefined values.

Overall PO attainment includes Direct as well as Indirect PO Attainment are calculated. Direct PO attainment is calculated from the performance of all the students in a particular program in curricular activities i.e. continual as well as End Semester Examination (ESE). Whereas Indirect PO attainment is calculated from Program Exit Survey, Alumni Feedback, Various co curricular and extracurricular activities and Employer feedback. After the computation of POs / PSOs, a thorough analysis on these attainment levels is done by the department. This analysis helps to improve further the attainment of POs / PSOs. The proposed corrective, preventive and improvement potentials of the analysis are discussed and necessary actions are taken by the Department.

If threshold percentage is not attained, additional activities are planned and executed to fill the GAP and attain the respective Program Outcomes (POs) and Program Specific Outcomes (PSOs).

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

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

458

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<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**

<http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

R&D Cell which aims to nurture research culture in the College by promoting research activities in newly emerging and challenging frontier areas of Engineering, Technology, Science and Humanities. It encourages the students and faculty to undertake the research in newly emerging frontier areas including multidisciplinary fields. Our Institute always strives to engage students and faculty members in research and development activities. All the R&D related activities are processed through R&D Policy.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sbjit.edu.in/wp-content/uploads/2021/08/Policy-compressed.pdf">https://sbjit.edu.in/wp-content/uploads/2021/08/Policy-compressed.pdf</a>
Any additional information	No File Uploaded

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

NIL



File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

3.25

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

#### 3.2.3 - Number of teachers recognised as research guides

01



File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

01

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	<a href="#">View File</a>

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

S.B. Jain Institute of Technology, Management and Research is one of the most forward-thinking and innovative educational institution, its ecosystem, enable its students to get first-hand experience in entrepreneurship, promote innovation-driven activities at the institute and provide a comprehensive and integrated range of support including space, mentoring, training programs, networking and an array of other benefits. Through the incubation center, students gain hands-on experience in innovation and entrepreneurship while being nurtured and encouraged by faculty, management and industry experts. Institute has promoted meaningful Research and Development activities with a vision and mission to pursue and promote Research in Frontier Technologies which will be helpful for industry and promote research activities for the benefit of society. Research and Development Cell which aims to nurture research culture in the college by promoting research activities in newly emerging and challenging frontier areas of Engineering, Technology, Science and Humanities. It encourages the students and faculty to undertake the research in newly

emerging frontier areas including multidisciplinary fields. Student's undergone live projects to fill the Industry-institute interaction gap and provide a solution to the industry problem statement. Institute conducts an International conference, Sponsored FDP /STTP for faculty members to get more knowledge about upcoming technology. The Institute has membership with the Vidarbha Industries Association(VIA) through which helps in strengthening the ecosystem for innovation.

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

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

36

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

D. Any 1 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

00

File Description	Documents
URL to the research page on HEI website	<a href="https://sbjit.edu.in/rd-cell/#1624344187611-39830cd4-1cee">https://sbjit.edu.in/rd-cell/#1624344187611-39830cd4-1cee</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

18

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

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

08

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://sbjit.edu.in/iqac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/iqac/#1648032985893-b7a5c0df-125d</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The objectives of extension activities is to inculcate social awareness, values and environmentally responsible behaviour amongst students. The students should be nurtured as citizens with moral, ethical and social values so as to provide service to the society through activities and discharge their obligations towards the society.

The students and the staff members have distributed woollen clothes to the children living on the footpath of Nagpur city. The students were sensitized about the importance of things

and their responsibility towards the needy and financially weak children. The students were encouraged to sensitise people in the Nagpur city about the precautions to be taken during the current ongoing pandemic. The students distributed face mask to the labours, beggars etc. and informing them about the importance of the mask during the ongoing pandemic.

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

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

20

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

2812

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

#### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

00

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

#### 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

19

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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 equipments, etc.

Institute has adequate number of physical facilities for teaching-learning resources like classrooms, laboratories, seminar hall, computing equipments. With respect to the requirement of minimum infrastructure, the Institute follows the guidelines of AICTE who releases the norms in their Approval Process Handbook every year. Institute has spacious



and ventilated classrooms, well equipped laboratories, seminar halls, tutorial rooms, workshops, computer centre and libraries that cater to all the academic requirements of the offered programmes. The Central library has a reading hall for a sufficient number of students. Institute has a well equipped language lab for improving communication skills. Also, the institute has set up a new digital classroom equipped with online teaching tools to foster better delivery of academic contents. The Institute has sufficient number of computer systems that well caters the needs of students and the faculties. The availability of adequate infrastructure and physical facilities for teaching learning are well in accordance with respect to the area and number requirements as issued by the AICTE.

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

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

Institute promotes extra-curricular activities and makes available suitable facilities to our stakeholders. Campus is spread in 11.22 acres of land having a large playground area with indoor and outdoor sports facilities. Institute has various outdoor sports facilities like swimming pool, basketball court, football ground, cricket ground where students attain good mento-physical health. Gymnasium for boys is available on the college campus. Indoor sports like Chess, Carom are also provided to the students. College promotes the yoga practice among students by organizing the programs on International Yoga day and sufficient space is available for the same. Auditorium equipped with modern tools including video conferencing is available for conducting relevant events.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

29

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

6.86

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

The Institute's library is fully computerized. Facilities like open access, individual and general reading, books as per syllabus, rare reference books, ebooks ,CDs and floppies,subscription of national and international journals from all over world including famous publishers, E-Journals, newspapers, periodicals, magazines etc are available for the students as well as the faculties. All library activities are automated with the help of Library Software with Laser Bar-code Scanner .SMS facility is available for re-issue of books. Students can search their books by using OPAC (Online Public Access Catalog) .For the benefit of the students, Institute has started Book Bank facility for the entire student.

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

**4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

**0.45149**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
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 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

**00**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

#### Software Installation and Licensing Policy

Any computer purchases made by the individual departments/projects should make sure that such systems have licensed software (operating system, antivirus software and necessary application software) installed. All the LAB has open source software and also the same licensing software.

#### Operating System and its Updating

1. Some individual users should make sure that respective computer systems have their OS updated in respective of their service packs/patches, through the Internet. This is particularly important for Windows based computers (both PCs and Servers).
2. College as a policy encourages user community to go for open source software such as Linux, libre office to be used on their systems wherever possible.

#### Antivirus Software and its updating

1. Sonicwall firewall gateway has its own antivirus software which protects Intrusion prevention, and content filtering.
2. Some computer systems used in the college should have anti-virus software installed, and it should be active at all times. The primary user of a computer system is responsible for keeping the computer system compliant with this virus protection policy.

#### Internet Unit

We use the Sonicwall firewall to prevent illegal access to the internet. Sonicwall firewall product range offers network security solutions (Firewall and UTM appliances), centralized security management, centralized visibility (Dashboard), Sonicwall network security appliances. The campus is under CCTV surveillance.

#### Network Use Policy

Campus has a 90 Mbps high-speed internet facility. The organization has a 24\*7 Wi-Fi Facility in the College campus for the understudy and employees to avail internet at any place in the campus. The connectivity through a fully networked campus with state-of-the-art IT infrastructure, computing & communication resources, offers students the facilities of e-mail, net surfing, up/down loading of web-based applications, besides helping them in preparing projects & seminars.

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

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1736	678

File Description	Documents
Upload any additional information	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus**

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.3.4 - Institution has facilities for e-content development:**  
Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

516.31

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

Institute possesses quality infrastructural facilities to support teaching learning, research and administrative services. The college campus is spread over 11.22 acres with multi-storied building. College has sufficient numbers of class rooms, online teaching rooms, seminar rooms, conference hall and laboratories. Centralized libraries have variety of book titles in multiple copies and scientific journals with spacious reading hall available for students. Besides, departments individually have their own departmental libraries. Institute has well equipped language lab for improving communication skills. To become self-sufficient in energy needs institute has set up solar plant of 150 KW capacities. Institute has adequate number of computer machines with allied accessories situated in spacious computer centres and laboratories. Along with this required software packages, are available in sufficient number. Campus is well equipped with facilities like LAN, free Wi-Fi and CCTV surveillance. To support basic medical requirement institute has set up Sick room in campus where Doctor comes on regular visit. In case of any emergency, medical hospital is also available in close vicinity. Transportation facilities are

also provided to the students and staff members. Clean drinking water with RO system, staff Canteen, student canteen, girls and boy's common room, and gymnasium facilities are also available.

The Institute has well established systems and carry out periodic maintenance for the academic and other support facilities including classrooms, laboratory, library, sports facilities, computers, etc. with proper procedures through support staff.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1405

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

576

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 5.1.3 - The following Capacity Development and Skill Enhancement activities are

A. All of the above



**organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	<a href="http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d">http://sbjit.edu.in/igac/#1648032985893-b7a5c0df-125d</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

867

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

154

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

01

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

10

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The College students participate on various College Committees. The student council's mission is to provide students with opportunities to grow as leaders by organising and carrying out college activities. Members of the IQAC and the college development committee are students and alumni who help design the college's overall comprehensive development plan in terms of academic, administrative, and infrastructural growth, as well as enable the college to foster excellence in curricular, co-curricular, and extracurricular activities. The Training and Placement Cell is made up of students and alumni. The Library Committee examines and makes policy recommendations for the Library's proposed budget and resource distribution among academic divisions and units. Members of the relevant board of studies are Alumni. With their skills, alumni provide essential feedback for curriculum design. The Women's Redressal Cell is in charge of investigating any complaints about women's issues brought up by students and personnel at the college. The cell's sole purpose is to protect the rights of female students, faculty and staff members, as well as to offer a venue for concerns to be heard. The internal complaint committee is made up of students. The Internal Complaints Committee's main responsibilities include enforcing the Sexual Harassment Prevention Policy, resolving complaints from the aggrieved and recommending actions. It is also tasked with investigating

grievances and making recommendations in response to complaints brought before it. The NSS unit of the college provides a platform for students to develop their entire personality, which includes their mental, moral, and physical growth.

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

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

07

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

College is in process of making an Alumni Association. College is in continuous touch with the Alumni regarding different domains such as Guest Lecture, Campus Placement and Career Guidance etc. Every Year College Conducts Alumni Meet. This year due to pandemic situation, College has conducted the Alumni Meet department wise. The virtual Alumni meet was conducted on 26th June 2021 and 3rd July. More than 200+ students have attended the Virtual Alumni Meet. The meet provides association and collaboration amongst all the Alumni of the Institute and foster a strong bond between them and the Institute so as to achieve the ultimate aim to elevate the glory of the ALMA MATER to a new level. Alumni contribute generously to many activities like mentoring and guiding the students for their academic and career development, providing opportunities for placement, internships, site and industry

visits. The entrepreneur alumni guide the budding entrepreneurs, deliver guest lectures on emerging topics and technologies, provide career guidance and awareness regarding higher education

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

**5.4.2 - Alumni's financial contribution during the year** **E. <2 Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

#### A. Vision and Mission Statement:

##### Vision

Emerge as a leading Institute for developing competent and creative Professionals.

##### Mission

- Providing quality infrastructure and experienced faculty for academic excellence
- Inculcating skills, knowledge and opportunities for competency and creativity
- Aligning with Industries for knowledge sharing, research and development

#### B. Nature of Governance:

The institution follows a democratic and decentralisation mode

of governance with all stakeholders actively participating in its administration and Management. The Governing Body delegates authority to the Organisation , Chief Executive Officer (CEO) and Principal who share it with the different levels of functionaries in the college. Various bodies are formed under autonomy viz. Academic Council, Board of Studies of each department and others that governs the Institutional affairs in an organized manner. The Heads of all Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

#### C. Perspective/Strategic Plan:

The institution has a Perspective/Strategic plan which has, well-thought-out to help & develop in a systematic way.

#### D. Participation of Teachers in Decision-Making Bodies.

• Teachers influence the institutional polity through the various committee for the day-to-day functioning of the college like Finance Committee, Academic Council, BoS, Examination Committee, the Library Committee, Research & Development Committee ,Entrepreneurship Development Cell, Training & Placement cell, Industry Interaction / Collaboration ,Examination and Evaluation etc. Teachers, through their interaction on these bodies are able to contribute in a significant way to the participatory ethos of the institution.

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

#### 6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institution practises decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice may be seen in the extensive delegation of authority to the Principal, Dean-Academics, Controller of Examinations, Heads of the various Departments in the college

etc.

Dean-Academics of the Institute actively looks after all the academic matters of the Institute. The opinion and view point of all academic counselor, board of studies members and Head of the departments are well taken into consideration while drafting any academic related policies/ guidelines.

Decentralized functioning mechanism empowers the departments to function with a greater flexibility and at the same time they share the responsibilities. Head of Departments functions independently with their roles and responsibilities. Various portfolios are created such as Dean Academics, Dean R&D, IQAC, III cell, IT In charge, Alumni cell, women redressal cell, grievance cell, internal complaint committee, library, Training Placement Officer, Anti ragging committee, entrepreneurship development cell, NSS cell, Sports cell etc. for effective governance and management of the Institutional endeavors. Departmental heads also delegate work as per assigned portfolios to their colleagues to ensure smooth completion of work/tasks in the expected time frame.

One of the most important managerial concepts the college has implemented is the participation of faculty members in the decision making process in matter related to academic and non academic nature. This has created a sense of involvement and responsibility among all the staff members resulting in efficient administration of the college. Various Committees consisting of staff from various departments provide efficient coordination among team members in coordination with decision making authority.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment



6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The College Management believes in setting up perspective plan for excellence in academic and infrastructural development.

The institution has deployed and implement its perspective plan in a planned manner. It upgrades its physical infrastructure, library and learning resources, student development resources and other resources from time to time. The Institution's academics and other activities are implemented in an efficient and strategic manner. Various committees are formed through which the perspective plan are brought into action through continous development.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The organizational structure of the College facilitates its smooth functioning.

#### Governing Body:

The overall supervision of the College comes under its purview. After discussion, it decides the academic policy keeping in view the national policies in higher education, existing priorities and local need.

The Governing Body as per the Constitution of the college has 12 members in all: 6 are from an eminent educational background. The Office Bearers are Chairman, one from UGC Nominee, one from University nominee, one member from Industry background, one from state govt. nominee and one is Secretary-Principal, while there are 2 Teacher Representatives and 1 Non-Teaching Staff Representative.

#### Administrative Set Up:

The Principal is vested with the day-to-day running of the college. He has his team of Dean, Departmental Heads, the IQAC Coordinator, and the Head Clerk to assist him in the discharge of this work. The Chief Executive Officer (CEO) forms the nucleus of the administration with the former being the final authority in all financial matters.

#### Service Rules, Procedures, Recruitment and Promotion Policies:

Service rules and procedures are guided by the RTM Nagpur University, the Constitution of the college and the rules of the State Government as amended from time to time in this regard. The recruitment rules for the teaching staff are as per the AICTE along with the eligibility criteria prescribed by the UGC; The promotional policies for teachers are according to institute HR Policy and AICTE.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://sbjit.edu.in/orginazational-chart/">https://sbjit.edu.in/orginazational-chart/</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

#### 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 interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 6.3 - Faculty Empowerment Strategies

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

avenues for their career development/ progression

Following are the welfare measures provided for teaching and non-teaching staff for their career development.

1. Welfare measures for Teacher staff :

- Employee Provident Fund
- Insurance Scheme
- Medical Leaves
- Subsidized Canteen Facility
- Transport Facility
- Gym facility
- Sick room facility
- Fee concession for ward of faculty members admitted in the Institution.
- Support to faculty members for pursuing higher studies.
- Encouragement for attending Faculty development Programmes, workshops, conferences etc. by providing leaves and financial assistance.

2. Welfare measures for Non Teaching staff :

- Employee Provident Fund
- Insurance Scheme
- Subsidized Canteen Facility
- Transport Facility
- Sick room facility.
- Encouragement for attending development programmes, seminars, workshops etc. with Institutional support.

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

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

11

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)	<a href="#">View File</a>

**6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year**

5

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)**

70

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

Audits in the Institute are conducted with the objective of fact findings. The accounts of the college are maintained and audited regularly by the Chartered Accountant. The institution has computerized its financial management system and all the accounts are managed by the tally, ERP software and others. All the details of income and expenditure are stored with the help of software. All the financial statements and pay sheets are prepared using the computer. The C.A undertakes internal audit. The financial documents and receipts are produced for scrutiny and all that is needful regarding the maintenance of accounts is completed within a stipulated period of time.

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

##### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

##### Institutional strategies for mobilisation of funds:

At the beginning of every financial year, requirements of all the academic and other departments are submitted to the Principal. The funds to each departments are judiciously allocated. The budget is prepared and presented before the governing body of the Institute for approval. Once the budget is approved, the funds are disbursed.

##### Strategies Employed for optimal Resource Mobilization:

- The institution seeks to mobilize government and non-government grants for the improvement of institutional infrastructure and knowledge resources and to that end prepares and submits proposals to the relevant authorities such as the UGC, the State Government,.
- It welcomes donations, memorial prizes and endowments from staff members and alumni towards the prize and endowment funds. Institute receives funds every year from Late Jasvantibahen Parekh organization for providing need based scholarships to the needy students.
- It engages with its alumni and other stakeholders in exploring revenue-generation avenues.
- All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders.

##### Mobilization and utilization of Space and Time:

- Space which is at a specious level in the college is utilized fully and imaginatively. Institute has a canteen with adequate seating capacity and serves healthy food with proper hygiene. Adequate measures have been taken keeping student's health in mind providing safe drinking water in the college canteen.
- Institute has a very green lucrative (Garden)campus with ample sufficient space in each corner .
- Building a healthy relationship with exercise for personal wellness is important for every individual, especially college students. Therefore GYM facility is available for students

,faculty and all employees working in the Institute.

- The Institute has rooftop Solar Photo-voltaic grid-connected energy system of 150KW and the Rainwater Harvesting system use open terraces effectively.

- The Computer Laboratory which accommodates multiple related courses, the seminar halls which are also used as lecture theatres, the library which functions as a composite knowledge resource centre are but a few other examples of optimal space utilization.

#### Mobilization of Intellectual and Human Resources.

- The institution mobilizes its human resources, too, by visualizing, designing and implementing academic and co-curricular activities that develop the student's potential to the fullest.

- It encourages all staff members to reach their professional growth goals by cooperating with their career development imperatives and discipline specific aspirations.

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

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC effectively channelized Institutional academic planning due to the COVID-19 situation considering the online mode of teaching learning. The Institute strongly adhered to the academic calendar and carried out all its academic endeavours accordingly in a very well planned manner under the pandemic. Because of proper planning and mentoring, the Institute had a well connect with the students and complete support was



extended to them for the completion of their academic endeavours.

Internal academic audits of academic departments were channelized and carried out. It has considerably impacted for the improvement of the Institutional academic endeavors.

IQAC channelized the Institutional planning for NAAC endeavors for the stakeholder departments of the Institute. the academic and other support departments contributed for the successful conduction of these planned activities leading to the continuous improvement of the Institutional affairs.

The Institute organized planned workshops, training programmes and seminars for students and faculties for their growth and development ultimately enhancing the quality of the Institutional endeavors.?????

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The teaching-learning process is continuously reviewed by the Institution.

Each Course Coordinator prepares the teaching plan of their respective course before the beginning of the semester session and is effectively implemented as per the requirements. The teaching plan is strictly followed by the course coordinators and is monitored by the head of department.

Head of the Department takes rounds and informal feedbacks from the students and reviews the progress of the completion of the syllabus periodically. Special remedial classes are conducted for the slow learner students and extra coaching are provided to them.

The Principal and Dean Academics reviews the teaching learning process, structures and methodologies of operation of the academic departments from time to time and also adherence to

academic calender. Any discrepancy in implementation is dealt seriously. Review of learning outcome is done through both formal and informal feedbacks from the students.

Through these measures, the teaching learning process has been considerably improved.

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

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**B. Any 3 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="http://sbjit.edu.in/iqac/#1648032985840-7733d28a-85f9">http://sbjit.edu.in/iqac/#1648032985840-7733d28a-85f9</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The institution constituted the following committees as per

norms laid by University/UGC: Institution Grievance Redressal Committee, Anti-Ragging, Women's Grievance and Redressal Committee, Students' Disciplinary Committee, The functions of these committees are displayed on the website of the institution and information is being disseminated to the students through orientation and induction programs. The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement. There are separate washroom facilities for girls and boys.

The institution promotes gender sensitization through co-curricular activities like workshops, seminars, guest lectures etc. Celebration of Women's Day is arranged to acknowledge the economic, political, social and cultural achievements of women from all walks of life. Women across the globe come together on this day to rally for gender parity and highlight the role of women in bringing out important changes.

In view of the above thought Women's Grievance and Redressal Committee of S. B. Jain Institute of Technology, Management and Research Nagpur celebrate International Women's day on 8th March. On that occasion debate competition on 'The equality between the sexes is only an ideal' was organized.

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

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

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

**E-waste management-** Electronic waste or e -waste is any broken or unwanted electrical or electronic appliance such as DVD, keyboard, mouse, CPU, Monitors are collected from various departments on regular basis. Such e-waste contains harmful contents (ex. Lead, nikel, copper, lithium etc.) which are pollutant to environment. The collected waste were handed over to environmental NGO for further decomposition.

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

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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

B. Any 3 of the above

File Description	Documents
Geotagged 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	No File Uploaded

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

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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

C. Any 2 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	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information:**

B. Any 3 of the above

**Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

We believe in unity in diversity and our faculties and students respect the different religions, languages and culture. We greet and wish each other at different festivals and get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. To represent our Indian culture, on the eve of our college annual gathering we organize traditional dress competition. In this competition students wore the different attire representing the different states, religions and cultures. To celebrated rich diversity of indian heritage, on every 26th January i.e. Republic Day "Incredible India" competetion is organized where models/display of vibrant and colourful India is showcased. On national holidayas like Iindependance Day and Republic Day different shades of nationalism are celebrated by taking events like poems, patriotic songs and skits. Hindi Bhasha Pakhwad is celebrated to honour the national languaze. Similary Marathi Bhasaha Divas Celebration brings a rich falour to eseeence of regional language. Through these activities students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. This also creates the inclusive environment in the college and society.

We have also included one new course in our curriculum i.e Essence of Indian Traditional Knowledge for sensitization of



students concerning our indian tradition.

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>

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

Institute has been taking various initiatives for Sensitization of students and employees of the institution to constitutional obligations:

1. Everyday national anthem is been played in campus at 10.30 a.m i.e at the beginning of college.

2. Through NSS cell various activities like blood donation, tree plantation ,swacch bharat abhiyan has been carried out.

3. From session 2020-21, We have introduced one new course in our curriculum i.e "Indian constitution" for Sensitization of students of the institution towards constitutional obligations values, rights, duties and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes**

**C. Any 2 of the above**



**on the 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 programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**Institution Organizes National Festivals and Birth Anniversaries of great Indian Personalities with enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days. Various events were celebrated like Shivaji Maharaj Jayanti, World Health Day, Teacher's Day, Mathematics Day, Marathi Bhasha Diwas, National Science Day, International Women's Day, International Yoga Day, Independence Day, Republic Day, Mahatma Gandhi Jayanti, Shivswarajya Diwas, Youth Day (Birth anniversary of Swami Vivekananda), World Telecommunication and Information Society Day, Sawitribai Phule Jayanti, National Library Day etc.**

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.2 - Best Practices**

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

## Best Practices-I

### 1.Title of the Practice

Add-on and value added programs

### 2.Objectives of the Practice

To focus on training the students and to impart employability skills to keep in times with the speed of growth.

To make students eligible for employment.

To bridge the skill gaps and make students industry ready.

### 3. The Context

The programme courses of various disciplines of engineering may not quench the thirst of a budding engineering student. So as to provide opportunity to acquire contemporary skills and make students competent professionals, apart from regular academics, value added courses is the need of the hour.

### 4.The Practice

The institute offers various career/knowledge oriented courses with the help of outside experts and in-house experienced faculty. For each course, a course coordinator is designated who takes responsibility of smooth conduction of the course.

### 5.Evidence of Success

Add-on courses have improved students' skillsets. It has improved chances of employment and can facilitate student's placement. It has also helped in improving their self-confidence.

### 6.Problems Encountered and Resources Required

Additional resources and time is required to carry out the value added courses apart from regular curriculum. Through proper planning, these encountered issues were resolved.

## Best Practices-II

### 1.Title of the Practice

In view of pandemic situation academic development of the students is given priority by developing suitable e-contents for theory as well as practical course.

### 2.Objectives of the Practice

- Promote generation of e-content in all the courses;
- Encourage teachers to prepare and deliver through e-contents ;
- Make available the e-content to students using available platforms as well as its delivery through formal and non-formal modes of education, for supplementing and complementing the process of teaching and learning in higher education;
- Development of new content and methodology taking into account contemporary ICT

### 3.The context

During the COVID-19 pandemic, the conventional teaching learning process came to standstill due to the lockdown imposed by the government. This gave rise to adopt the alternate methods so as to cater to this problem using modern tools and techniques and the Institute embraced e-learning to overcome these barriers and challenges. This further led to the development of e-contents by the Institute for effective teaching learning.

### 4.The Practice

So as to continue and impart regular academics to the students under lockdown period, all the departments of the Institute had worked hard to change the methodology from classroom teaching to online teaching. The Institute optimally utilized its state of art infrastructure (computers, servers, internet, intranet, recording facilities etc.) for web-based learning.

### 5.Evidence of Success

The Institute has successfully implemented the online teaching learning process during pandemic situation and completed all the semesters through this mode during this period. The

faculties delivered the 100 % course contents through Google platform(Google classroom and meet) and also the assessment and evaluation were carried out through online mode.

#### 6.Problems Encountered and Resources Required

The challenges encountered in e-learning were:

- Unclear student's learning style and pace,
- Availability of IT resources with the students,
- No direct one to one communication possible with eye contact,
- Time management challenges,
- Challenges with assessment and evaluation.

These challenges were well catered to its extent and the best possible efforts were made so as to facilitate teaching learning.

File Description	Documents
Best practices in the Institutional website	<a href="https://sbjit.edu.in/wp-content/uploads/2022/03/BEST-PRACTICES-2020-21.pdf">https://sbjit.edu.in/wp-content/uploads/2022/03/BEST-PRACTICES-2020-21.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

**The Institute's vision is to "Emerge as a leading Institute for developing competent and creative Professionals"**

The Institute in its endeavor to implement its curriculum incorporating its vision and mission into reality, it runs with a well-planned academic calendar incorporating various co-curricular activities with regular academics for overall development of students. The focus is on skill development, career oriented programs, industry connect/ interaction and Institute have brought all these aspects under curriculum implementation and enrichment. Activity based learning made part of the curriculum delivery and it aids in development of analytical thinking, nurturing creativity and encourages students to be inquisitive and independent. During the

pandemic, the Institute has transited to online mode of teaching learning, developed e-contents, recorded practicals videos and ensured that all the syllabus has been covered during the time frame. All the challenges associated with the online teaching learning were well catered and the highest priority i.e. students teaching learning during the phase was well achieved.

The students of the Institute are not only guided to achieve excellence in the education but are thoroughly equipped with the knowledge of social perseverance and environmental sustainability.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

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

- To introduce practice schools for students and provide them with better exposure as per the new autonomous scheme.
- To frame syllabus of higher semester courses of autonomy with consideration of industry relevancy, required skills-sets and employability.
- To Strengthen industry institute interaction.
- To Strengthen the research activities in the institute and motivate the faculty members to undergo industrial training and promote the faculty members to undertake Research Development activities.
- To organize International Conference on recent trends.
- To carry out additional Extension activities towards social cause.
- To incorporate Activity based learning/ skillsets training in the curriculum delivery.
- To introduce Honors/Major and Minor Scheme for the students for advance learning and enhancing employability.