



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		P. R. Pote (Patil) Educations & Welfare Trust's Group of Institutions College of Engineering & Management, Amravati (Maharashtra), India
• Name of the Head of the institution		Dr. A. V. Kale
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		07212530342
• Mobile No:		9923684813
• Registered e-mail		principal@prpcem.org
• Alternate e-mail		prpotepatilcollege@gmail.com
• Address		Pote Estate, Kathora Road, Amravati (Maharashtra)
• City/Town		Amravati
• State/UT		Maharashtra
• Pin Code		444602
<b>2.Institutional status</b>		
• Type of Institution		Co-education
• Location		Rural



• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Sant Gadge Baba Amravati University, Amravati</b>				
• Name of the IQAC Coordinator	<b>Dr. S. B. Warkad</b>				
• Phone No.	<b>8830401353</b>				
• Alternate phone No.	<b>7693896006</b>				
• Mobile	<b>8830401353</b>				
• IQAC e-mail address	<b>iqac coordinatorprpcem@gmail.com</b>				
• Alternate e-mail address	<b>sbwarkad@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.prpcem.org/iqac/">https://www.prpcem.org/iqac/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://prpcem.org/wp-content/uploads/2020/12/Academic-Calendar-2020-21.pdf">https://prpcem.org/wp-content/uploads/2020/12/Academic-Calendar-2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.04</b>	<b>2017</b>	<b>30/09/2017</b>	<b>29/10/2022</b>
<b>6.Date of Establishment of IQAC</b>			<b>09/03/2015</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		



<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>STTP conducted on " Pedegogy and Effective use of ICT in Engineering Education" for all Faculty.</li> <li>Stakeholder's online Feedback implementation</li> <li>Student Satisfaction Survey implementation</li> <li>Conducted Academic Audit and departmental review</li> <li>Conducted Stock verifications in the department</li> <li>Documentation process in progress about NBA in Electrical, Electronics &amp; Telecommunication, and Computer Science Engineering Departments</li> <li>Conducted Awareness programs and implemented Outcome Based Education</li> </ul>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		



Plan of Action	Achievements/Outcomes				
<ul style="list-style-type: none"> <li>• Encouragement to conduct STTPs on emerging areas seminars and workshop</li> <li>• Celebration of National importance days.</li> <li>• Continuous and comprehensive evaluation of students by conducting tests, assignments, seminars, skill development activities etc.</li> <li>• All departments are planning to motivate UG &amp; PG students to join online learning platforms, use smart phone as a learning tool.</li> <li>• IQAC Cell would like to organize STTP on of ICT based teaching - learning tools.</li> <li>• Conduct Academic Audits</li> <li>• Energy and Green Audit</li> </ul>	<ul style="list-style-type: none"> <li>• Seven numbers of ISTE sponsored STTPs are conducted</li> <li>• National importance days are celebrated</li> <li>• Regular and periodic tests and assignments were conducted, and internal assessment marks were recorded.</li> <li>• Students and faculty members are registered in online learning platforms like SWAYAM and NPTEL etc.</li> <li>• One Week ISTE sponsored STTP on "Pedagogy for Effective use of ICT in Engineering Education" was organized for Faculty 26/06/2021 to 07/07/2021</li> <li>• Website developed</li> <li>• Conducted Academic Audit of all departments</li> <li>• Conducted Energy and Green Audits in the Campus</li> </ul>				
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>• Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name</th><th>Date of meeting(s)</th></tr> </thead> <tbody> <tr> <td align="center">College Development Committee (CDC)</td><td align="center">02/08/2021</td></tr> </tbody> </table>	Name	Date of meeting(s)	College Development Committee (CDC)	02/08/2021	
Name	Date of meeting(s)				
College Development Committee (CDC)	02/08/2021				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <thead> <tr> <th>Year</th><th>Date of Submission</th></tr> </thead> <tbody> <tr> <td align="center">2020-2021</td><td align="center">03/02/2022</td></tr> </tbody> </table>	Year	Date of Submission	2020-2021	03/02/2022	
Year	Date of Submission				
2020-2021	03/02/2022				

## Extended Profile

### 1. Programme

1.1 442

Number of courses offered by the institution across all programs



during the year

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

## 2.Student

2.1 **2299**

Number of students during the year

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

2.2 **1729**

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

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

2.3 **692**

Number of outgoing/ final year students during the year

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

## 3.Academic

3.1 **122**

Number of full time teachers during the year

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

3.2 **115**

Number of Sanctioned posts during the year



## Extended Profile

### 1.Programme

1.1	442
Number of courses offered by the institution across all programs during the year	

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

### 2.Student

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Number of students during the year	

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Number of full time teachers during the year	

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



3.2	115
Number of Sanctioned posts during the year	

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

#### 4.Institution

4.1	37
Total number of Classrooms and Seminar halls	
4.2	282.430696
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	835
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Academic calendar is prepared in association with Affiliating University. It includes activities of departments such as guest lectures, seminars, workshops, symposiums, conferences, activities of various forums and cells, industrial visits/training, value added courses, certificate courses etc. Quality of the classroom teaching is assessed based on content delivery, interaction, discussion, examples, applications and usage of modern ICT tools, and projects. Institution practices OBE and course owners prepare the course plan. ICT enabled methods are adopted. Faculty members prepare the e-materials for the students. Expert lectures (industrialists/academicians), are arranged to deliver the content beyond syllabus and Value added courses for bridging the gap between Industry and Academia. Tutorials/ E-learning classes/ Remedial classes are practiced. Laboratory practices inculcate technical skills amongst students. The students are motivated to do research work and publications. Dean (Academics), and IQAC are monitoring the delivery of curriculum. Feedback taken



from the students to monitor course delivery and value addition. Faculties are doing mentoring on academic and personal issues. The quality of question papers are assessed for attainments of the COs and based on Bloom's Taxonomy and to attainment of POs, PSOs and PEOs. IQAC & Academic Coordinator in the department monitors the quality in curricular delivery.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The Institute adheres to academic calendar aligned with affiliating university. It is displayed in the campus, published in the prospectus, and uploaded on the website for the information of the students. The academic council consists of Dean (Academics), IQAC, HODs and Academic Incharges for the effective implementation of the curriculum. The curricular and co-curricular activities are planned and provided in the annual academic calendar. Further, two Unit Tests are conducted as required by the university. At the beginning of the session, the curriculum for the semester is divided into units keeping two factors in mind 1. Unit Tests 2. Vacation declared by the Institute. The Course plan is prepared by the faculty and approved by the academic council. It is also monitored by the committee. Departmental meetings are organized before the start of the Unit test and courses covered are reviewed. Academic Council discusses issues in detail and suggests remedial measures wherever required. The academic achievement of the students is recorded by the Dean (Academics) of the college. The co-academic calendar plans the activities for the National Days like Independence Day, Republic Day, National missions/ programmes. It also proposes the dates for annual functions like Techelons, and Convocation.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil



<b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>	Any additional information	<a href="#">View File</a>			
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Any additional information	<a href="#">View File</a>								
<b>1.2 - Academic Flexibility</b>									
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>									
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>									
<b>06</b>									
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Any additional information	<a href="#">View File</a>								
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>								
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>								
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>									
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>									
<b>32</b>									



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

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

1428

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

1428

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

## 1.3 - Curriculum Enrichment

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

Institute takes measures to enrich the curriculum through activities which are diverse and cater to the cross-cutting issues relevant to sustainable environment, gender equality, human values and professional ethics for addressing the economic, social and environmental challenges of globalisation. List of courses offered to the students for enhancing the knowledge in the above aspects are listed below.

Issues

University Regulation

Course Name

Offered to



## Environment & Sustainability

SGBAU 41/2021

### Environmental Studies

BE- EE, CSE, ME, CE, EXTC

SGBAU 21/2020

### Renewable Energy Sources

Mech, EXTC,

SGBAU 21/2020

### Non-conventional Energy Sources

Mech, EE

SGBAU 21/2020

### Environmental Mgmt.

Civil

Human Values and

Professional Ethics

SGBAU 21/2020

### Ethical Science

SGBAU 131712

### Ethics in Information Technology

CSE (Professional ethics, 6KS06)

SGBAU MBA/106

### Business Ethics

MBA



SGBAU 141712

Cyber Security

CSE

(Network security elective, 8KS04)

SGBAU 61/2020

Cyber Security and Digital Forensic (MCA19213)

Master of Computer Applications

The institution has "Women Grievance Redressal Cell" provides platform to women employees and girl students. Committee discuss issues and welfare schemes and organise programs to establish for women. NSS and departments conducted awareness programs on environmental issues. The Anti-Ragging Committee controls ragging issues. Departments conducts programs on Professional Ethics. T&P Cell trains students on soft skills.

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

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

11



File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

**1008**

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

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
---	----------------------------



File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.prpcem.org/wp-content/uploads/2020/12/Stakeholders-Feedback-Analysis-Report.pdf">https://www.prpcem.org/wp-content/uploads/2020/12/Stakeholders-Feedback-Analysis-Report.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**648**

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

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**469**



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

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institute has framed many policies to give learning experience to students. The students who come for admissions have to go through a systematic admission and pre-evaluation process. These students come from diverse socio-economic, rural-urban backgrounds that create need to improve their skills. Once admitted, the learning levels of the students are assessed by their ranks and performance in 12th / CET rank. After Induction Programs, students are assessed and on basis of their performance and categorised into advanced and slow learners. The slow learners are paid special attention to improve their performance during Bridge course. Students are assessed with counselling process and Internal evaluation. The counsellors monitor academic performance and interact frequently to resolve issues. The slow learners are identified on the basis of their performance in the tests, past semester results and involvement in classroom. Remedial classes are arranged by the subject experts beyond the college working hours. High performing learners are identified based on their internal assessment, university examination, involvement in classroom. Exposure is provided through Guest lectures and seminars on emerging areas, professional bodies membership, technical events, projects and publications, participation in national level technical symposiums, giving awards and arranged free international study tour .

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

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



Number of Students	Number of Teachers
2299	122

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

## 2.3 - Teaching- Learning Process

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

The Institute ensures the learning more student-centric by adopting participatory learning activities i.e. conducting lectures, presentation, tutorial classes, assignments, using software like MATLAB, PSIM, Flip and blended classes, use of ICT tools NPTEL courses, Seminars, case studies, projects, project exhibition, training in industry and visits, publications in conferences/Journals, internships, professional society memberships etc., to ensure the holistic development of students and facilitating life-long learning and knowledge management.

Participative learning: Assignments, case studies, projects and laboratory work are given to students. Guest lectures by experts are organized to provide knowledge beyond the syllabus. Language laboratory sponsored by AICTE has been to improve student's communication skills. In addition, Soft skills training are given to the students for improving the presentation and communication skills. The students are encouraged to organize and to participate in Inter-collegiate events.

Problem solving methodologies: To promote critical thinking, innovation and interpersonal skills, students are given projects, assignment to analyse it and identify the cost-effective solution. In addition to academics, in order to make the students socially responsible citizens, Institute encourages the students to participate in societal related activities. The Institute has a state-of-the-art central library equipped with all resources. The teachers use modern teaching pedagogy using ICT tools.

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



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

The Institute prepared ICT Policy and guidelines to promote use of ICT for the benefit to the students. ICT resources and systems made available to the teachers, by or on behalf of, the Institute including but not limited to Personal computers, laptops and terminals, Peripherals Mobile devices e.g. smart phones and tablets; NPTEL chapter, Internet services, email and other messaging, social networking or collaboration services such as blogs, chats and forums etc. Teachers use ICT enabled technologies for preparing academic plan, lab manuals, question banks. They use multimedia teaching aids with internet enabled computer in classroom. Also, the electronic resource packages like NPTEL, SPOKEN TUTORIAL and Digital Library are available. The faculty utilize Audio Visual aids to demonstrate the concepts to the students using the above resources to enhance the learning experience. Online tests are conducted. Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online. All the departments conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning. Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks and webinars are conducted in seminar hall using ICT facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://prpcem.org/wp-content/uploads/2020/12/Institute-ICT-policy-Manual.pdf">https://prpcem.org/wp-content/uploads/2020/12/Institute-ICT-policy-Manual.pdf</a>

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

2.3.3.1 - Number of mentors

122



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

## **2.4 - Teacher Profile and Quality**

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

**122**

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

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

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

**22**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### **2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

#### **2.4.3.1 - Total experience of full-time teachers**



6

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

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Institute framed Examination policy and it is strictly implemented. Unit Test, Assignments and Lab Internal examinations are conducted in each semester. Continuous evaluation procedure is followed for both theory and practical subjects. Effective implementation of evaluation reforms of the university is strictly followed.

Institution has a transparent and robust mechanism for the conduct of internal assessment of examinations. Each internal examination is conducted after 22 - 25 working days. During each semester the students are well informed about the examination schedules through circulars and information. Valuation of answer scripts is completed within three days after the examination and the consolidated statement of marks and attendance are made available with Head of Department. The same can be viewed by the students. Parents are informed about their ward's performance through letters at the end of each internal assessment examination. If the performance of a student is poor in all the subjects, parents are called by the teacher guardian to discuss the problem. During counselling period, faculty advisor will discuss with the students to identify the personal or subject problems. Examination Grievance committee resolve student grievances about answer sheet valuation, syllabus coverage and availability of study materials

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

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



P. R. Pote (Patil) Education & Welfare Trust's Group of Institution's College of Engineering & Management, Amravati is affiliated to Sant Gadge Baba Amravati University (SGBAU) and end semester final examinations are conducted by SGBAU at identified examination centres. The examination committee is headed by an experienced examination in-charge.

**Mechanism at University Level:** The student is entitled to apply to challenge valuation in theory subjects by paying prescribed fee to the university within 7 days of announcement of result. University provides the photocopy of answer books to students regarding any grievances with reference to evaluation. In case there is no improvement, earlier marks are retained.

**At Institute Level:**

Institute conducts internal exams in each academic session. Spot evaluation method is used to evaluate papers of students. The answers books, after evaluation are shown to students and 3 days are given to refer appeal against grievance, if any. The discrepancies are explained by the teachers to the student. The discrepancies are corrected by the concerned faculty. In case the student is not satisfied the case is referred to the Grievances Cell. The Institute has Grievances Cell headed by Head of the Department to deal with such cases. The committee redresses the grievances.

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

## 2.6 - Student Performance and Learning Outcomes

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

The learning outcomes are defined using blooms taxonomy for all courses. They are expressed as complete declarative sentences describe the knowledge, skills, and competencies that students are expected to acquire as a result of completing their programme. The outcomes CO-PO attainment are done based on target set. If it achieved higher level target is set otherwise action taken is suggested. The CO-PO attainment is done by using direct and indirect measurement tools.



### Process of Dissemination COs, POs and PSOs among Stakeholders:

- **Students:** through Awareness and Induction workshops and orientation programs
- **Staff:** Staff orientation programs, STTPs & FDPs.
- **Management:** Dissemination of POs and PSOs in College Academic Committee.
- **Alumni:** Information is given to alumni members during alumni meetings organized every year by the college.
- **Parents:** Parents are explained during parent-teacher meetings.
- **Industry/Employer:** Whenever personnel from Industries visit our campus for recruitment of the students, they are asked to go through the department Newsletters and Magazines.

3. Publication of POs and PSOs: are displayed in the form of display boards in the laboratories, staff rooms and corridors. published in the department newsletters, magazines and in college website, are printed in the laboratory manuals which are made available to all the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://prpcem.org/electrical/program-outcomes/">https://prpcem.org/electrical/program-outcomes/</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

**Attainment of Course Outcomes-**Course Outcome is evaluated based on the performance of students in internal assessments and in university examination of a course. Internal assessment contributes 20% and University assessment contributes 80% to the total attainment of a CO.

#### PO Assessment Tools:

(A). **Direct methods:** Display the students' knowledge and skills from their performance in the Unit Test Examinations, Lab Examinations, University end-semester examinations, presentations



and classroom assignments etc.

(B). Indirect methods: It is through survey method..

Direct Components-POs for a course is obtained by mapping the average value of Course Outcomes attainment with the mapping of the target or expected POs for the particular course.

Indirect Component: It includes Graduate Exit Survey, Alumni Survey and Employer Survey

- Graduate Exit Survey: It is conducted at the end of the Program through questionnaire
- Alumni Survey: It is conducted at the end of the Program through questionnaire.
- Employer Survey: A feedback is collected on POs & PSOs through questionnaire.

The weightages in indirect assessment process are Graduate Exit Survey-10%; Alumni Survey-5%; Employer Survey-5%.

PO Attainment: Overall Attainment = (Direct attainment) \*80 + (Indirect attainments) \*20

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

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

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

702



File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

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

<https://www.prpcem.org/wp-content/uploads/2020/12/Student-Satisfaction-Survey-Report-2020-2021.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

6

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

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

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

6



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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

27

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

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

116

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

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



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

44

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

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Institute is concerned about impact of various extension activities on its students, employees, as well as on the regional community and on the environment. The institute believes in giving back what it has gained from the communities amongst which we live, work and play. The institute considers the impact of all extension activities on the local community and hence the various social and technical activities, events and programmes reflect our commitment to operate in a techno-social responsible manner. The institute facilitates the students in various social and technical activities. Institute has conducted various social and technical activities for sensitising and motivating the students to social issues and their holistic development so far. Social activities like Blood Donation Camp, Swachha Bharat Abhiyan, Green Campus and tree plantation, voter awareness campaigns are conducted with NSS cell. Students with the help of faculty are regularly interacting with villagers and sensitizing them towards the social issues. i.e. electrical Safety at Home and energy conservation, Hygiene and cleanliness, clean surface drains in villages. Students regularly celebrated Women's Day, Teachers' Day, Engineers' Day are to promote the Universal and human values, national integration and communal harmony among the students.

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

### 3.3.2 - Number of awards and recognitions received for extension activities from government



**/ government recognized bodies during the year**

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

**22**

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

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

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

**19**

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**1108**



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

### 3.4 - Collaboration

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

65

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

25

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

### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities



4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institute provides excellent infrastructure and physical facilities to students. The details are as given table below.

Sr. No

Description

Number

Area

Remark

1

Classrooms

34

72 sq. m. each

2

Technology enabled learning space

Many classrooms have LCD projector, Wifi, computer and white board

3

Seminar halls

03

145 sq. m. each



4

Tutorial space

09

35 sq. m. each

5

Laboratories

50

72 sq. m. each

6

State of Art Auditorium

01

5600 sq. m.

7

Library

01

737 sq. m.

8

Incubation Centre

01

72 sq. m.



9

Sports Room

01

35 sq. m.

10

Medical Room

01

72 sq. m.

11

IQAC Room

01

40 sq. m.

12

EDC Cell

01

72 sq. m.

13

NSS Room

01

35 Sq.m

14



## Girls Common Room

02

35 sq. m

15

Specialized facilities and equipment for teaching-learning

Digital Boards, projectors, smart TV, ICT Tools are available in the classrooms.

16

Specialized facilities and equipment for research

MATLAB, Universal Testing Machine (Capacity: 100T), Microwave test bench, CATIA Software, etc.

17

Research laboratories

03

72 sq. m.

18

LCD Projector

40

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



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

The Institute has state of the art and well-maintained sports facilities for conducting sports, games and to inculcate the love of sports and to cater to the needs of sports enthusiasts. The Institute has appointed full-time qualified Physical Director to train and guide students in various sports. Sports facilities have been established for Cricket net, Basketball, Volleyball, Kabaddi, Kho-kho, and Ball Badminton, and other outdoor games and indoor games i.e. Chess, Carroms, and Table Tennis to ensure the focus of the institute in providing extra-curricular activities to the students. The Institute celebrates International Yoga Day every year on 21st June. Practicing yoga might improve quality of life; reduce stress; lower heart rate and blood pressure; help relieve anxiety, depression, and insomnia; and improve overall physical fitness, strength, and flexibility.

**Cultural Activities:** Cultural activities are carried out every year, During the cultural festival, talents of the students are established through on-stage and off-stage events like Solo Dance, Group Dance, Solo Singing, Group Singing, Mime, Essay Writing, Rangoli etc. Renowned personalities honour the day and distribute the prizes to the winners of the various events. Youth Festivals, Science Exhibitions conducted by the SGBAU University.

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

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

37

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

37



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

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

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

7.59765

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Institute Library has ILMS software - LIBMAN 2.0 and fully automated.

Total area of the library(in Sq.Mts.)

737Sq.Mts.

Total seating capacity

150

Working hours (on working days, on holidays, before



examination days, during

examination days, during

vacation)

working days

08:00 am to 6:00 pm

weekend

10:00 am to 6:00 pm

Layout of the library

individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing resources

Average number of walk-ins

Nil (due to Covid-19)

Average number of books issued/returned

Ratio of library books to students enrolled

Average number of books added during last three years

14730 Nos.

Average number of login to (OPAC)

Nil (due to Covid-19)

Average number of login to e-resources

Nil (due to Covid-19)

Average number of e-resources Downloaded/printed

Nil (due to Covid-19)

Number of information literacy trainings

organized



Nil (due to Covid-19)

OPAC (Online Public Access Catalogue)

Yes

Electronic Resource Management package for e-journals

Yes

Federated searching tools to search articles in multiple databases

Yes

In-house/remote access to e-publications

Yes

Library automation

Yes

Total number of computers for public access

24

Total number printers for public access

01

Internet band width/ speed (Mb)

140 Mbps

Institutional Repository

Yes

Content management system for e-learning

Yes



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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**2.47683**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**0**



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

### 4.3 - IT Infrastructure

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

Institute has always eagerly taken an initiative to upgrade itself in providing IT facilities to students and faculty.

#### Hardware & Software Facilities:

SN

Item & Configuration

Quantity

1

Number of systems with configuration

835

2

Computer-student ratio

1:3

3

Dedicated computing facility

LAN

4

Wi-Fi facility

Yes, entire campus is Wi-Fi

Enabled



5

Propriety software / Open-source software

Microsoft Campus License,

MATLAB, Oracle, Linux, Ioncudos, BlueJ, Eclipse, IntelliJ IDEA, Netbeans IDE,

Netbeans, etc.

6

Number of nodes/ computers with internet facility

835

7

LAN facility

400

8

Any other

Fee transaction, Learning Management System and ICT integrated evaluation through customized Campus Management Solution.

Internet service is available in the institute for students and faculty, with a bandwidth of 140Mbps BSNL connections. The institute has separate computer centre with internet facility. All the IT facilities are minutely looked upon by System Head, System Admin, and Team of technicians.

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

#### 4.3.2 - Number of Computers

835



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

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

8.08719

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The Institute has all requisite infrastructures like classrooms, faculty rooms, girls' common room, boys' common room, laboratories, Seminar Hall, Auditorium and library. The Institute has in-house maintenance team for maintenance of all Physical, Academic, and Support facilities such as building, electrical, plumbing, classrooms, laboratories, Sports complex, and Library. Regular infrastructure inspection helps find



repairs/paints requirements and the team arranges for the same. The college has its own Diesel Generator set and fire extinguishers. A team of housekeepers takes care of hygiene and cleanliness. Periodic maintenance is operational. A centralized Computer Centre maintenance team maintains all software/hardware, CCTV & IT infrastructure related issues. The non-teaching staff maintain laboratory and computer equipment. Periodic verification of stock is done regularly. All the departments take care of timely maintenance of the laboratory equipments.

**Maintenance of IT Infrastructure:** The maintenance of the IT Infrastructure is carried out in a planned and systematic manner as per the policy. The systems personal ensures that the IT infrastructure (including hubs, Switches, Wi-Fi Routers etc and peripherals) are always in working condition. Every laboratory maintains a complete record of the equipment i.e. Dead-Stock Register, Maintenance Register, utilization, and Lab-audit and readiness Certificate. .

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1901



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

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

102

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

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

A. All of the above



File Description	Documents
Link to institutional website	<a href="https://www.prpotepatilengg.ac.in/IQAC/Other_Files/Skill-Enhancement-Capacity-Building.pdf">https://www.prpotepatilengg.ac.in/IQAC/Other_Files/Skill-Enhancement-Capacity-Building.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

471

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

724

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

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**B. Any 3 of the above**



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

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**203**

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 students progressing to higher education during the year**

#### **5.2.2.1 - Number of outgoing student progression to higher education**

**14**

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

### **5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

#### **5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State**



**government examinations) during the year**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

1

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The institute encourages active participation of students through nomination by HODs and Principal. The Institute nominated Cultural Committee and Sports Committee. These student committees actively work for different activities conducted in the institute. As per provision in The Maharashtra Public Universities Act, 2016 the Students' Council is formed in college. The representative of the students' council of the college participates at university level. The President and Secretary of the Students' Council of the college are the members of College Development Committee.



A Student Council is a representative structure through which students in the college get involved in the affairs of the college for the benefit of the college and all students. The objective of formation of this council are to enhance communication between students, management, and staff; promote an environment conducive to educational and personal development; support the management and staff in the development of the college; represent the views of the students on matters of general concern to them. Besides, the college has constituted academic and administrative committees i. e. Anti-ragging Committee, Women's Grievances Committee, Sports Committee, Cultural Committee, NSS Committee, E- Magazine Committee, Career Guidance Committee, Student Forum in each Department.

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

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

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

15

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

The College has established Alumni Association. The Alumni Association is registered under Societies Registration Act 1860



and bears number - MAH/Amravati/415/2020. Alumni Association meetings with Management and staff are periodically conducted in the college and at other important places including Pune. It functions effectively. The objectives of Alumni Association are- to provide a Forum for members of the Society for interaction; to achieve high degree of belongingness with the College and the Society; to foster a feeling of brotherhood and friendship; to enrol the members from time to time and keep them abreast with the activities of the Society; to provide adequate avenues for drawing upon the knowledge and expertise of the alumni for furthering the cause of the College to attain good position and influence in the academic, social and business world and many more. The Institute along with alumni discuss with other stake holders on various matters and academic performance and alumni feedback is obtained for improvement in quality. Based on it, the college modifies and updates all the academic activities and programmes concerned to current students. Initiatives have been taken recently by Principal to attract Alumni to come forward to conduct campus interviews from corporate sectors,

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

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

**E. <1Lakhs**

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

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

Institution has established Vision and Missions and a well-structured organization chart attached in the documentation. Institution has perspective plan in tune with Vision and Mission for the effective governance and leadership.

Governance of the institution is reflective of an effective



leadership: The Principal and is aided by the Deans, and HODs, Finance Officer, Section Heads, and Chairpersons of Committees. IQAC, Academic Section, Examination section, R & D Cell, Mentoring, T&P Cell, and other sections do take part in the governance of the College. The Institute's Policies, Strategies, Resources and Quality Assurance cater to the needs of the Institute including Academics, Research, Innovation and Social Responsibility. The requirements and inputs are identified by the HODs and routed through the Finance Committee and the Principal. Accordingly, the proposals are presented to the Governing Body or CDC for its approval. The Principal will suitably be initiating necessary steps putting up to the statutory bodies for their consideration, approval, and implementation. The academic council, CDC view those decisions for implementation. The DAC consists of Principal, HOD, senior faculty and experts. DAC gives guidelines related to establishment and revision of PSOs and PEOs, if necessary. IQAC evaluate attainment of POs & PEOs.

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

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

The Institute adopted decentralized set up in most of its academic and administrative related functioning. The Principal, who is the academic & administrative head monitors the overall functioning and has powers for academic, administrative, financial issues for the growth of institute. The Institute has decentralized its operations and has delegated authority at various levels to ensure good governance. Structured delegation of authority & responsibilities is entrusted to faculty through regular staff meetings to encourage the academic leadership among the faculty within subject disciplines. The Heads of Departments have adequate autonomy to monitor the functioning of the various departments. Dean (Administration) manage the Administrative related activities. Proposals for procuring required new lab equipment prepared by subject teachers in consultation with technical staff are submitted to HOD. These are reviewed, ratified, and recommended in Department Academic Committee. The management promotes a culture of participative management by involving all employees. Management coordinate with all Internal and External



stakeholders of the institute and work together for the development of the college and the students

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute prepared short term and long term strategic plan for effective implementation. It is approved by the CDC & the Governing body wherein the goals and action plans are aligned with the Institute's Vision and Mission. Following are the short term and long term goals listed below

**Short term goals: (2020-2024) (5 years):** To appoint quality Ph.D. faculty; Quality assurance and endurance through Accreditation by ISO, NAAC and NBA; Academic excellence by achieving by 100% pass in the Examinations; Encouraging student participations in co-curricular and extra-curricular activities for their overall development; Honing life skills of the students; To conduct Add on / value added courses for students on content beyond syllabus and Industry requirements; Arranging 100% placements for students; Organizing programs on Entrepreneurship development.

**Long term goals: (2020-2030) (10 years):** To be an Autonomous Institute; To attain the status of Centre of Excellence in Technical Education and Research; To offer viable programs of relevance for upliftment of rural students and populace; To develop strong Research & Development Centre; To fully develop Innovation and Incubation centre

As per the goals laid down, The Institute started working on these goals.



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

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

The flow of administrative decisions is explained in the organization chart attached. Governing Body (GB) and College Development Committee (CDC) responsibilities is to approve the institutional strategic plans, formulates financial, physical and HR strategies. The Principal is having reasonable autonomy to take academic and administrative decisions. Vice Principal assists Principal for the smooth academics and administration. Functional Deans are established to facilitate in academic and administrative activities. Head of the Department mainly focus on allotment of subject, workload, monitoring of syllabus coverage, organizing seminars, Guest lectures, Workshops, Industrial tours, Staff orientation programs, remedial sessions etc IQAC Is a functional body for the development and application of quality benchmarks/parameters related to academic and administrative activities. Administrative officer is responsible to facilitate recruitment of faculty and staff who have the relevant skills, qualifications, and experience and maintenance of employee records. The services rules are disseminate amongst staff and Institute website. In order to ensure transparency in imparting technical education and with objective of preventing unfair practices and to provide a mechanism to students for redressal of their grievances, Grievance Redressal Committee is formed under Clause 1 of Section 23 of the All India Council for Technical Education, Act, 1987.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://prpcem.org/organisation-chart/">https://prpcem.org/organisation-chart/</a>
Upload any additional information	<a href="#">View File</a>



<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The Institute puts forth all endeavours to support the professional development of its teaching and non-teaching staff which in turn impacts on Teaching Learning system. Staff members are encouraged to acquire the latest skills by attending orientation and refresher courses. The College regularly conducts FDPS/STTPs, Seminars and Conferences in various domains. Faculty are facilitated to participate in course curriculum workshops . Experts from the industry and academia are invited. Registration fees and other incentives are given to the faculty members those who publish papers in journals. Various welfare schemes are provided for the benefit of teaching and non-teaching staff in the institution. The schemes such as Gratuity, ESI, PF and Group Insurance are implemented for staff. Vacation leave, medical leave, maternity leave are sanctioned to employees as per rules of college. Faculty members are encouraged/ assisted to undertake professional body membership for active involvement. The Institute arranges soft-skills training to nonteaching staff and health awareness and body fitness programmes in sessions.

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



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

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

3

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

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

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

17

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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year



119

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

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

Institute is having Performance Appraisal System for teaching and non-teaching staff. Performance of the teaching faculty is evaluated through their performance against important academic aspects such as academic workload, technical guidance in students' projects, participation in seminar, workshop, FDP, Journal publications, Conferences higher studies, consultancy projects, Honors/Awards/medals received, Professional body Memberships, Value added courses, Textbooks authored, Resource person, Coordinators at college and department level, Contribution towards Learning Resources Development, innovation in teaching and many more. The other parameters considered are students' feedback, Mentoring, punctuality, preparation, presentation skills, Management of discipline and control, subject knowledge and Approachability. It also involves the reviews and comments of the HOD. Assessment of performance of Non-teaching staff is based on the factors such as higher studies, certification programs, workshops attended, and training programs participated. At the end of each year, staff is evaluated for their performance. At the end of academic year, faculty are evaluated for their performance. Faculty submit duly filled in form with relevant documents and evidence to their Reporting officers. Self-appraisal score is further verified and finalized by the Reporting Officer. Internal committee reviewed the performance and recommend the action to the Principal..



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

## 6.4 - Financial Management and Resource Mobilization

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

Institute carries out internal as well as external financial audits. Employees of institute take care of internal audit while external auditors representing an outside audit firm conducts external audit. Internal Auditors submit the audit report to Audit Committee which in turn submits to Management. Internal Audit is performed by officials deputed from the institute periodically and the reports are obtained before the conduct of the external audit after the closure of the accounts in all respects. During the course of internal audit, all required steps are taken to regularize the accounts, to obtain confirmations for the credit balances and to collect documentary evidence wherever required and will look into reconciliation of unit wise balances with the control accounts and banks reconciliations.

External audit is done by statutory auditors after the financial year. They provide their experienced opinion on the truthfulness of the Institution's financial statements, observe accounting heads like Fees collected from students, various expenses made, Provident Fund, Profession Tax, TDS, Assets and Liabilities etc. The observations given by the auditors are duly complied with. Based on the consolidated reports, our Institution submits the annual returns every year to Income tax authorities and the other relevant authorities concerned.

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

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



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

0

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

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

At the beginning of every financial year, requirements of the departments, and functional units and various cells are submitted to the Principal. The Principal then calls a meeting of HODs and supportive heads, coordinators of various cells and IQAC to decide and judiciously allocate funds. A budget is prepared and presented before the CDC for approval and disbursement. Grants/funds received from funding agencies like UGC, AICTE, committees are formed for monitoring the utilization of grants as per guidelines. Funds received for conduct of examination are utilized as per guidelines. Accounts section maintains all records of income and expenditure to ensure financial transparency. All accounts of funds received and spent are audited by Chartered Accountant.

Optimal utilization of resources: An annual budget is prepared to ensure optimal utilization of financial resources. The allocated funds are utilized to pay staff salaries, purchase lab equipment, consumables, books, journals, printing and stationery, advertisement, telephone charges, general insurance, audit fee, processing fee for AICTE, incentives to staff, administrative charges, ratification fee, taxes, postages etc. Finance committee reviews the utilization of resources and audit the income and expenditure and make recommendations for better handling of resources and effective mobilization of funds to the administration and management.



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

## 6.5 - Internal Quality Assurance System

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

At the beginning of every academic year IQAC frames an action plan and ensures its proper implementation for overall development of the students. In session 2020-21, IQAC organised following activities-

1. Conducted and analysed Student satisfaction survey
2. Institution Annual Report is prepared.
3. IQAC Newsletter is prepared and circulated to all stakeholders.
4. Organised STTPs on several areas for faculty development.
5. Conducted training programs for non-teaching staff - Introduction to MS Excel, Virtual Awareness program on Smart Phone Technology, Office Etiquette, Yoga for Daily Life, soft skill, Electrical Hazards and Safety, Fire safety Awareness
6. Initiated Stock verification and documentation of each department
7. Conducted Academic, Administrative, Energy audit and Green audits
8. Assisted in preparation of report of AISHE, AQAR and NIRF.
9. Facilitating development of e-content through STTPs and supporting systems
10. The Stakeholder Feedback mechanism and collection and Analysis
11. Standardization of processes i.e. reporting formats, Feedback forms, Assessment of Learning Levels, Teaching Plans, Evaluation of POs, PSOs, COs,
12. To ensure a structured methodology for students, the IQAC ensured the preparation of Lab Manuals by the Departments.
13. Evaluation of attainment of POs, PSOs and Cos for effectiveness of teaching -learning process.
14. Regular meetings with the HoDs and faculty for measures towards quality enhancement.



File Description	Documents
Paste link for additional information	<a href="https://prpotepatilengg.ac.in/iqac-newsletter-2020-2021/">https://prpotepatilengg.ac.in/iqac-newsletter-2020-2021/</a>
Upload any additional information	<a href="#">View File</a>

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

**IQAC monitors and review the teaching-learning process regularly. Based on feedback various activities reforms were introduced. The improvements based on feedback, IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation are implemented. IQAC, through discussions and recommendations, identifies need of improvement towards teaching learning and prepares a plan of action for upcoming session. Specific formats prepared by IQAC are used to collect information from individuals, HoDs, Cells, office, Library. Based on these reports, incremental improvement in quality is identified, and lacunae, if any, are addressed by IQAC to Administration and Management.**

**Improvements:**

- Number of faculty development programs are increased
- IT infrastructure is improved and use of ICT for Teaching learning
- Improvement in e-content development for student by adding value added courses
- IQAC has standardized various processing such as reporting formats, Feedback forms, Assessment of Learning Levels at the Entry Level, Teaching Plans, Evaluation of POs, PSOs, COs, etc., bringing about uniformity which is a prerequisite for monitoring quality and thereby enhancing it.

**Increase in placements-** The placement Cell was encouraged by IQAC to become more proactive, as a result of which placements is increased in COVID-19 pandemic.



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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

The Institute sensitizes students and employees regarding gender equity and takes the social responsibility by various activities. The institute promotes gender equity in admissions, recruitment, administrative functionality and academic activities. Institute has a good number of female students and faculty. Institute create awareness among students about the gender imbalance in society and professional arenas for reasons of safety and security. The Institute conducted various sensitization campaigns, training program, workshop etc. Active Ragging Cell, Womens Grievance Cell are working actively.



**Safety and Security:** The Institute has Rules & Regulation and the Code of discipline for students includes rules for prevention of sexual harassment. Each department has a complaint box for the grievances to be redressed. Suggestions and grievances are considered so that management can take the necessary actions. In the College premises, laboratories and corridors are under CCTV surveillance to ensure safety of the students. Well-trained security guards are deployed at key locations. Mentors are allocated to the students to counsel their academic and personal problems. A doctor is exclusively appointed to address the stress and health issues in the campus. Common rooms are available for both boys and girls. The women cell interacts with students on gender problems and personal distress.

File Description	Documents
Annual gender sensitization action plan	<a href="https://prpcem.org/wp-content/uploads/2020/12/Measures-initiated-by-the-Institution-for-the-promotion-of-gender-equity.pdf">https://prpcem.org/wp-content/uploads/2020/12/Measures-initiated-by-the-Institution-for-the-promotion-of-gender-equity.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://prpcem.org/wp-content/uploads/2020/12/Measures-initiated-by-the-Institution-for-the-promotion-of-gender-equity.pdf">https://prpcem.org/wp-content/uploads/2020/12/Measures-initiated-by-the-Institution-for-the-promotion-of-gender-equity.pdf</a>

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

**B. Any 3 of the above**

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

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

**Solid waste management-The Institute believes in "Let's go green and keep our campus clean". The college has made adequate**



arrangement for solid waste management. To make the environment conducive for survival and retaining the natural setting, For disposal of Biological waste Dustbins are placed at distinct spots. There is proper collection of fallen leaves of the trees and plants and these leaves are converted into manure for fertilization. Food and vegetable waste from canteen is collected and that is used to feed the animals outside the campus. Notices are displayed in campus to refrain from use of non-degradable waste in the campus.

**Liquid Waste Management:** The Institute has sewage treatment plant (STP) to recycle the wastewater. To ensure effective utilization of wastewater, the lawns, saplings and trees in the campus are watered after recycling. Well-constructed drainage system in the form of closed collection tanks prevails in our campus. The tanks are regularly cleaned to avoid stagnation of water.

**E-Waste Management:** E-waste from the computer hardware, electronic equipment etc., are weeded out by the institute periodically. The worn-out batteries are disposed through the scrap vendor. E-waste material is collected and auctioned to the concerned recycling agents. .

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>



### 7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-

A. Any 4 or all of the above



**reading software, mechanized equipment**  
**5. Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies**  
**of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

PRPCEM is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, YRC and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment, These functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities. The subject based on Constitution of India and professional ethics is included in course curriculum to all students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in campus. All teaching, non-teaching staff and students participate for the cause of nation.

Following days are celebrated in the campus-Sadbhavanadiwas, (3rd December); Gandhi jayanti (2nd October) Ambedkar Jayanti (14th April) Teachers day (5th September); Yoga day (21st June); Independent day (15th August); Republic Day (26th January) Engineering day (15th September) NSS day (24th September); Women's day (8th March) ; World environmental day (5th June); Maharashtra Dat ( 1st May) Voters Day (25th January); Maharshi Valmiki Jayanti (24th October)



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

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

The Institute sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. University curriculum is framed with mandatory courses like Professional ethics and human values as a small step to inculcate constitutional obligations among the students. A separate NSS unit is active to encourage the students and the unit is successfully conducting activities like Blood donation camps to serve the society. Guest lectures and workshops are arranged by eminent personalities to deliver lectures on ethics, values, duties, and responsibilities and on saving the environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The**

**A. All of the above**



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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The Institution has students from various regions and from rural areas. The authorities of the Institution know that the students of this generation need to be enlightened about the history and culture of this country. They also need to be told about the freedom struggle and contribution given by great stalwarts in the freedom struggle. In view of these functions like Independence Day, Republic Day, Constitution Day, Human Rights Day, Engineers Day, NSS foundation Day, National Youth Day, International Yoga Day and Women's Day etc. are celebrated in the college. The college conducts programs to enlighten them about the role they shall be required to play in future. Birth and Death Anniversaries of the great leaders are observed to make the students aware of their contribution in shaping the country. Eminent speakers are invited to speak on such occasions. The students get motivated and inspired to espouse the cause of National Development. Gajanan Maharaj Prakat Din is celebrated wholeheartedly in the campus to pay tribute to Shri Sant Gajanan Maharaj on which our Institute's values are based.



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

## 7.2 - Best Practices

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

### Practice I:

**Title:** Upskilling students during covid pandemic for employment

**Objectives:** To build confidence & personality of the students; acquire company specific skills; to improve technical, aptitude, reasoning and communication skills.

**The Context:** The challenge was identifying students having poor communication and technical skills.

**The practice:** in-house finishing school to train the students through trainers. Focus more on communication skills and domains.

**Evidence of Success:** Selection ratio got increased. In Capgemini & TCS around 100 students were shortlisted.

**Problems encountered and Resources Required:** In the pandemic students faced problems of internet connectivity, poor network and online test.

### Practice II:

**Title:** Parents - Students meet on "AWARENESS on COVID-19 PANDAMIC"

**Objectives:** To provide education to prepare communities maintain health.

**The Context:** The COVID-19 epidemic has resulted in a public health globally. Major gaps exist in the knowledge of prevention and



infection.

**The Practice:** The institute conducted students-parents meet to make them aware of the situations and its rules to be followed

**Evidence of success:** 450 plus participants parents. Respondents showed awareness of COVID-19 is deadly disease. Respondents displayed good preparedness for it.

**Problems encountered & Resources required:** It was critical to improve the awareness and preparedness of the targeted community members.

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

### 7.3 - Institutional Distinctiveness

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

Vision and Mission statements of the Institute clearly defines the distinctive characteristic in terms of addressing needs of the society, institute's tradition & value orientations. The institute aims to achieve this by creating conducive environment for teaching & learning, imparting quality education through demanding academic programs, enhancing career opportunities by exposure to Industries & recent technologies, and developing professionals with strong ethics and human values for the betterment of Society. The basic distinction is made through providing training to the students, industry internship, program to bridge the gap between industry and institution and highest placements., students acquire socially responsible by participating in various programs, Green campus initiatives, adopted OBE which is a student-centric learning model, encouragement to students and faculty to involve in R&D activities, effective student counselling, free ship to encourage economically backward and meritorious students, enriched faculty, Infrastructure, technical Skill set through Bridge Courses and Value-Added Courses.:

**Performance:** imbuing ethical values and Integrity amongst students through activities and programs, As a part of social responsibility, NSS arranges Blood donation, Medical checkup camps, tree plantation, conducting flag hoisting on national days. .



**Achievements:**The Institute got highest placement in the region, has Active professional bodies and student chapters.

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

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

1. To organise NAAC Sponsored Seminar on Student Engagement in Quality Assurance
- 2.To organise NAAC Sponsored Seminar on Outcome Based Education-Critical Challenges
3. To Increase alumni and industry interaction to students
4. To motivate faculty members for the FDP programmes
5. To Conduct External Academic Audit for UG and PQ Programmes
6. To start value added courses for students based on cutting edge Technologies
- 7.To increase Ph. D enrolment.