YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**KHANDESH COLLEGE EDUCATION SOCIETY'S COLLEGE OF ENGINEERING AND MANAGEMENT, JALGAON, MAHARASHTRA**
• Name of the Head of the institution	**Dr. Sanjay R. Sugandhi**
• Designation	**I/c Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**02572242026**
• Mobile no	**9850093935**
• Registered e-mail	**coeit.inquiry@gmail.com**
• Alternate e-mail	**kcecoeit.iqac@gmail.com**
• Address	**CoEM Campus, C. S. No. 7480/7323, NH. No 6, Behind DIC office**
• City/Town	**Jalgaon**
• State/UT	**Maharashtra**
• Pin Code	**425001**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Urban**

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Engineering UG (B.Tec.) & PG (M.Tech.) and vocational UG (B.Voc.) affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere. MBA affiliated to KBC, North Maharashtra University, Jalgaon**
• Name of the IQAC Coordinator	**Dr. Pradnya Ashish Vikhar**
• Phone No.	**02572242026**
• Alternate phone No.	**02572242025**
• Mobile	**9881930607**
• IQAC e-mail address	**kcecoeit.iqac@gmail.com**
• Alternate Email address	**pradnyav123@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://coem.ac.in/Naac/aqar
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://coem.ac.in/Academic/academic_calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.53**	**2016**	**25/05/2016**	**24/05/2021**

6.Date of Establishment of IQAC	**03/11/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	02	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Application submitted to NIRF on 18.02.2021

Arranged student centric activities using virtual expertise in association with spoken tutorial, NPTEL, Virtual Laboratory etc. and faculty enrichment activities like STTP,FDP etc.

Local Guardian Diary is continued and effectively maintained.

Transparent evaluation system through the implementation of Evaluation Rubrics.

Conducted regular internal academic audit on 28.10.20 to 29.10.20 for even semester of A.Y. 2019-20 and on 20.05.2021 to 21.05.2021 for odd semester of A.Y.2020-21, external academic audit for AY: 2019-20 on 31.03.2021.

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

13-02-2023 04:22:36

Plan of Action	Achievements/Outcomes
Conduct at least two IQAC meetings during the academic year.	Two IQAC meeting conducted on 21.08.2020 and 21.12.2020.
Submission of AISHE data and NIRF application within stipulated time period.	AISHE data submitted on 21.01.2022 and NIRF application submitted on 18.02.2021
Conduct internal academic audit as per affiliating university schedule.	Conducted internal academic audit on 28.10.20 to 29.10.20 and 20.05.2021 to 21.05.2021
Conduct external academic audit as per affiliating university schedule.	External academic audit conducted on 31.03.2021 as per the guidelines of DBATU, Lonere
Conduct induction program for newly admitted students at the beginning of academic year.	Organized "Online Induction Program" for newly admitted students (01.02.2021 to 06.02.2021) includes various activities like awareness programs on NPTEL, skill development, essay compitions etc
Organize quality enhancement seminars for faculty members through virtual mode on Intellectual property rights (IPR) and NAAC awareness	• IQAC organized Virtual National Seminar on "NAAC Accreditation and Assessment Process" on 07.01.2021 (In collaboration with National Assessment and Accreditation Council (NAAC) , Bangalore, Experts: Dr. Ganesh Hegde, Adviser, NAAC, Dr. A. V. Prasad, Asst Adviser, NAAC) • IQAC organized a Webinar on "Intellectual Property Rights (IPR) & Patent process", on 02nd February 2021. (in association with Rajiv Gandhi National Institute of Intellectual Property Management (RGNIIPM), Nagpur Expert: Mrs. Pooja Maulikar)
Conduct faculty development	Four FDPs conducted by various

programs	departments- •
Strengthen industry linkages.	Five new MoUs are signed for industry internships and collaborations. Total MoUs at institute level is 33
Arrange activities to enhance social awareness initiatives by seeking help of other agencies.	Few activities were conducted as follows- • Road Safety & Traffic Awareness, Mr.Shrikant Karode Lecture (Online Mode) • Eco-friendly Ganeshotsav Competition, in association with Yuvashakti Foundation, Jalaon • Mask Distribution • Railway Station ki Dusari Duniya ????????????? ????? ?????? (on the occasion of KCE Society's 77th vardhapan Din) in association with Keshav-Smriti Pratishtan. Expert: Ms. Sapna Shrivastava • Two day National e- Workshop on "Personality Development" No of participant: 53 • Women's Day Celebration -
Arrange maximum possible academic support and guidance programs through online mode for Students.	• 1085 students are benefited by student training programs conducted by various departments through online mode in association with IIT Bombay, Spoken Tutorial. • One Day National Webinar on "Information Security & Cyber Law" on 14th August 2021 (in association with S. S. Maniyar Law College, Jalgaon. Experts: Karthi M, Operations Mangemer, eClinical works, Bengaluru, Dr. Vijeta Singh, S.S. Maniyar Law College, Jalgaon) • Mechanical Engineering department conducted online guest lecture on "Interview Techniques" 02.11.2020 (Expert: Dr. Gajanan T. Hivale, Asst. Prof. VJTI, Mumbai) • "Knowledge Hunt

	Series" started by Computer Engineering department. Under which 06 lectures on various topics are conducted. • Webinar on the occasion of National Science Day 28.02.2021 by Basic Science and Humanities department. No of participants: 40 • Basic Science and Humanities department organizes One week training program on 'Soft Skill Programme' by Harish Surwade, during 21.06.2021 to 26.06.2021. No of participants: 38 • T&P cell organizes one day Online International Workshop on 'Industrial Exposure and Skill Management' by Kano Electricity Distribution Company, Nigeria on 25.09.2021. No of participants: 32 • T&P cell organizes One week training program on 'Basics of Spanish Language' by Harish Surwade, during 19.09.2021 to 24.09.2021. No of participants: 64
Organise the extra-curricular activities in the institute around the year for overall development of students.	Conducted various activities/ events regularly- • Teachers Day on 05.07.2020 • Engineer's day on 15.07.2020 • Independence day on 15.08.2020 • Ganeshotsav during 22.08.2020 to 24.08.2020 • Republic Day on 26.01.2021 • International Women's day on 08.03.2021 • Shiv Jayanti on 19.02.2021 • International Yoga Day on 21.06.2021
Conduct online alumni meet	Alumni meet conducted on 31.07.2021 on virtual mode.
Motivate students and faculties to enrol for NPTEL courses to get in depth knowledge of subjects.	Faculty and Students enrolled for various NPTEL online certification courses for the span of 4 weeks, 8 weeks & 12 weeks to enhance their knowledge

	in the respective domain. • During July-Dec-2020 number of enrolment : 157 • During Jan-April 2021 number of enrolment : 516
13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Cell	**27/01/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	**21/01/2022**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1	**570**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**1194**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**797**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**400**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**63**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2	**60**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**19**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**79.40**
4.3 Total number of computers on campus for academic purposes	**404**

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

Institute is affiliated to Dr. Babasaheb Ambedkar Technological University (DBATU), Lonere for all engineering programs and Kavayitri Bahinabai Chaudhari, North Maharashtra University (KBC NMU), Jalgaon for MBA program. As per the guidelines received by affiliating universities academic calendar of the institute is prepared. It includes an action plan for conducting curricular, co-curricular and extra-curricular activities.

Before the commencement of academic schedule, HoDs allocates the courses to the faculty members as per their expertise and choice. Class timetables are prepared and circulated among the students. For smooth conduction of day to day academic activities, each faculty prepares a lecture plan, course file and lab manual on the basis of pre-defined course outcomes (COs).

Due to pandemic, all activities during AY 2020-21 are conducted through online mode. Teachers are encouraged to use various online platforms to conduct lecturers and assessment.

The reviews of execution schedule, feedback about teaching quality, organization other activities are regularly taken by principal and

corrective actions/measures are suggested to concerned faculty member..

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

Academic calendar is provided by the affiliating universities which include date of commencement of the academic session, dates of sessional examinations, duration of the semester, practical exam schedule, end semester examinations etc. The Universities also declares the list of general and optional holidays to affiliated colleges. This information is considered as a base for making curriculum delivery plan of the institute. Accordingly, academic calendar is prepared and published on the website and notice board. In case of any changes in activities from affiliating universities, they are communicated to students and activities are rescheduled accordingly.

Table showing date of activities planned and execution is aatached as an addtional information. That table clearly shows that institute strives hard to adhere the academic calendarincluding for the conduct of Continuous Internal Evaluation (CIE).

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG	**A. All of the above**

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

6

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

14

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

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

of students during the year

1085

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institute follows curriculum of affiliated universities; Dr. Babasaheb Ambedkar Technological University (DBATU), Lonere for all engineering programs and Kavayitri Bahinabai Chaudhari, North Maharashtra University (KBC NMU), Jalgaon for MBA program.

Courses to address Environment and Sustainability in AY 2020-21 are:

- Energy and Environment Engineering (EEE): I year common
- Renewable Energy Sources: B. Tech Mechanical Engg
- Introduction to non-conventional energy sources, Energy Audit and conservation: B. Tech Electrical Engg
- Renewable Energy System, Energy Management and Auditing: M.Tech Electrical Engg

Courses to address Human Values and Professional Ethics in AY 2020-21 are:

- Communication Skills
- Basic Human Rights
- Soft Skills and Personality Development
- Cyber Law
- Business Communication
- Consumer Behavior
- Human Resource Management
- Soft Skill Development
- Employability and Skill Development
- Entrepreneurship Essentials
- Communication Skills
- Project Management and IPR
- Corporate Communication Skills

- **Corporate Social Responsibility**
- **Entrepreneurship and Project Management**

Gender Sensitization

In the present curricular structure, specific course to address gender is not included. However, Women Cell continuously offers various programs like competitions, seminars, and discussions, etc on gender sensitization. The impact of these programs is evident through the confidence portrayed by all students irrespective of their gender.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

19

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

883

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://coem.ac.in/pdf/ssr21/1.4.1feedback_report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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	View File
URL for feedback report	https://coem.ac.in/Feedback/list_feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1194

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

797

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Classification of students

In order to provide a different level of attention, students are classified into advanced and slow learners based on their performance in Internal Sessional Examination (ISE)/Mid-Semester Examination (MSE).

Slow learners:

Remedial classes are conducted for slow learners where individually focused attention is on slow learners. Mentors keenly observe the academic performance to assist the student by resolving their issues that affect their ability to learn. Animated videos, PPTs, simplified learning materials are provided to students

Advanced Learners:

Advanced learners are encouraged to take active participation in any two or three co-curricular activities. They are encouraged to learn new technologies, develop projects, attend training programs & competitions, participate in National and International Paper Presentations, etc. They are also guided to take up additional

courses viz. NPTEL courses.

During AY 2020-21, the process of slow-fast learners is not implemented effectively as due to pandemic all teaching and evaluation process is conducted through online mode. However all students are motivated to enhance their skill using online platforms like NPTEL, Spoken tutorial courses.

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

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

Number of Students	Number of Teachers
1194	**63**

File Description	Documents
Any additional information	[View File](#)

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

Student is focal point of any institute hence we ensure that student-centric methods are effectively used in regular academic practicesrather than using teacher-centric conventional teaching methods. We strongly believe that student-centric learning methods enhance the learning skills of students.

During course plan development, faculty members plans for suitable student-centric learning methods to enhancethe learning experiences of the students. While conducting lectures and practical we use learning in group, learning by practice, analogical and experimental approach, project development etc. These techniques have direct impact on improving the understanding level, communication skills, problem-solving skills, listening skills etc. Faculty members use the following student-centric methods.

Experiential and Participative Learning:

- Laboratory sessions are conducted through online demonstrations/ videos etc.
- Online internship to expand the knowledge on market trends.
- Online Add-on Courses on latest technologies.

Problem-solving methods:

- Quiz Sessions

The institution is very keen on implementing innovative methods such as Google Classroom to make the learning experience more effective and interesting. To nurture the student-centric practices, the institution has created many advanced centers like C-DEEP and Language Lab.The institution takes significant efforts to explore classrooms with ICT tools and e-resources which helps to easily transform conventional teaching process to student-centric process.

File Description	Documents
Upload any additional information	[View File](#)
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

KCES's CoEM imparts innovation and creativity in regular teaching-learning pedagogical methods. The faculty members deliver curriculum content using innovative and creative tools such as ICT tool with eresources, NPTEL videos, PPT ,You tube video, online classes (through Google meet, Microsoft team, Zoom) etc in order to cater the attention, interest, curiosity, and passion in their learning activity.

Innovative and creative academic practices adopted by the institution are listed below:

Lecture Management System

The faculty members have adopted the lecture management systems such as Google-classroom for sharing their course material and accepting assignment from students. We also use Google docs/forms for collecting feedback and for conduction of MCQ based examinations. Lecture Management System is being effectively used to cultivate innovation and creativity in the teaching-learning process as our

classrooms are equipped with ICT tools,

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

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

50

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

2.4 - Teacher Profile and Quality

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

63

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

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

6

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

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

2.4.3.1 - Total experience of full-time teachers

429.3

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

UG and PG programs in Engineering are affiliated to DBATU Lonere and MBA is affiliated to KBC NMU, Jalgaon. We execute the affiliating university curriculum for all programs. The academic processes are scrupulously followed and monitored with academic review. The internal examinations are conducted in form of ISE, Class Test and MSE. Course teachers set the question papers of internal examinations to

maintain difficulty level at par with University examination. The student centric approach with proper efforts at right time by faculty members is one of the strengths of KCES,s CoEM, Jalgaon.

Internal assessment of Term work, Seminar, Mini Project and Project is a continuous assessment process and it is well defined and documented process, we have prepared rubrics of evaluation in 2019-20 and implemented from 2020-21. Format of rubrics are available on website.https://coem.ac.in/pdf/report_format/Rubrics_fo

r_Engineering.pdf

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://coem.ac.in/Academic/report_format

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

The institution takes high concern in addressing the issues related to examinations as it determines the direct outcome in outcome-based education.

The mechanism to resolve internal examination grievances

In general, the issues related to internal exams are resolved by the respective faculty member. When the student is not satisfied with the response from the faculty member, he/she can approach the HOD through their mentor. Even if the issue is resolved, the student can approach Internal Examination Grievances Cell.

Internal Examination Grievances Cell (IEGC)

Internal Examination Grievances Cell takes utmost care in resolving internal examination related issues. This cell actively resolves the issues such as inappropriate evaluation, out of syllabus question paper, etc.

Time-Bound

Internal grievances are resolved within the time-bound as given below:

Internal Assessment in 7-10 days

Communication to Students in 11-12 days

Grievance resolution within 2 days

Display of ISE\CT\MSE marks on Notice Board within 15 days after the examination

Impact

Grievances received by Internal Examination Grievances Cell will be addressed within a two day and achieved transparency in the mechanism. Due to online evaluation this academic year no issues are raised.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Institution has clearly stated Program Outcomes, Program Specific Outcomes, and Course Outcomes. The following mechanism is followed by the institution to communicate outcomes to the stake holders including teachers and students.

- College website:
- Department Notice Board
- HOD chamber
- Display at the Prominent Locations of the department

Affiliating University had defined COs for some courses while for other courses the course teacher defines Course Outcomes using revised Bloom's Taxonomy. Head of the Department review and approve the Course Outcomes (CO). Outcome of each course are mapped to Program Outcomes and Program Specific Outcomes in terms of their correlation. The contribution of a course to each PO/PSO is expressed in terms

of the average relevance of COs mapped to that particular PO/PSO. Course Outcomes of all courses, Program Outcomes and Program Specific Outcomes of all programs are displayed on the website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://coem.ac.in/pdf/ssr21/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Brief description of procedure adopted by this institute to evaluate the attainment of POs/PSOs and COs -

A. Institute sets the expected level of attainment of POs/PSOs and COs.

B. Institute calculates attainment of COs and then calculates attainment of POs/PSOs

C. Institute uses two tools as given below for attainment of COs with their weightage shown in the bracket.

1.Direct assessment tools (80%): Institute usestwo direct assessment tools for the evaluation of attainment of COs.

a) Continuous assessment during the semester and its analysis (30%):

b)University examination and its result analysis (50%):

2.Indirect tools (20%): Institute uses the feedback from students as indirect tool: Structured feedback is obtained from all students.

% attainment of COs = (0.3*% attainment of COs using direct tool number 1) + (0.5*% attainment of COs using direct tool number 2) + (0.2*% attainment of COs using indirect tool)

D. Attainment of POs/PSOs are calculated as follows.

% attainment of POs/PSOs = Average of % attainment of COs of all related courses

Detailed procedure is attached as additional information.

File Description	Documents
Upload any additional information	[View File](#)
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

364

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://coem.ac.in/Naac/sss_links

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

0

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

3.2 - Innovation Ecosystem

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

To propel innovations in engineering field, the institution has established the active Research Cell which promotes the submission of proposals to various funding agencies and motivates the faculty members to provide the consultancy at local level. Initiatives for the research awareness 1. Research Lab: Institute has research lab under PG department of Electrical Engineering. Lab has well equipped with Mat lab, Language Software and licence plagiarism checking software. 2. Research Cell: The cell is created with the objective of nurturing and training the students to provide research solution to real world problems. The institute conducts workshop, seminar/webinar, and interaction session with experts from collaborative Industries/institutes/organisations. It guides and motivates the faculty members and students to publish/present their research work in reputed journals, various national and international conferences.It organizes lectures on IPR related topics, Research Methodology, and Recent Trends in Engineering and Science. 3. FDP Cell: Cell organizes the FDP on resent technologies

in the field of Engineering, Management and Science. 4. Library Resources: The Institution has a subscription to International Membership of DELNET, E-Journals and number of National/International Journals/magazines to promote research and Development activities in the campus. But due to pandamic situation, less activities were organised.

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

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

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

15

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

3.3 - Research Publications and Awards

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

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

7

File Description	Documents
URL to the research page on HEI website	https://coem.ac.in/Academic/research_development
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

23

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension Activities:

Institute conducts the programme for student with different organization to encourage and motivates students' development and involvement in social programme. Student can aware, contribute to social responsibility and development of Community.

During AY 2020-21, institute arranged the yoga awareness program, mask distribution, eco-friendly Ganesh festival, and career counselling program for the benefit of society.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

1

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

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

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

3

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

321

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

3.5 - Collaboration

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

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

317

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

7

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has an extensive Infrastructure spread over 2.52 acres (10198.30 sq. meters) land with a total built up Area – 10160 SQM.The physical facilities comprise of 17 classrooms (1516SQM), 33 laboratories (2518SQM), 2 seminar halls (267SQM), 6 tutorial rooms (215SQM), 1 drawing hall (155SQM), 1 research lab (66SQM), 1 computer centre (156SQM) and 1 language lab (66SQM) with total instructional area of 5412 SQM. Total administrative and amenities facility area are 1487 SQM and 1587 SQM respectively.

A well-equipped digital library with reading room (517SQM) is made available. In the library, number of titles, volumes, National Journals, International Journals, e-books and e-journals available are 4394, 22165, 21, 21, 530 and 324 respectively. Web OPAC (Online Public Access Catalog) facility is made available through Soft Campus Software to know the bibliographical details about the collection. The No. of computers, printers, legal system software and legal application software available are 404, 44, 9 and 49 which are fulfilling the requirements as per university and AICTE norms. The student computer ratio is 2.75:1.Total lab equipment and furniture cost approximately near about 3.70 Crore.Two Separate 50 MBPS and 40 MBPS lease lines internet connectivity are available.

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

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

Sports: All the indoor and outdoor sports i.e., Archery, Badminton, Basketball, Chess, Carrom, Cricket, Football, Gymnastic, Gymnasium, Handball, Kabaddi, Kho-Kho, Rifle shooting, Swimming, Skating, Tennis, Table Tennis, Volleyball, Yoga etc. The few of Indoor and Outdoor facilities for Archery, Badminton, Basketball, Cricket, Football, Gymnastic, Gymnasium, Handball, Kabaddi, Kho-Kho, Rifle shooting, Swimming, Skating, Tennis etc. are provided by our KCE Society's Eklavya Krida Sankul (which has facilities of international standerd) with particular time slot for our students.

Cultural: The committee is appointed to looks after the various cultural activities to be performed during Teachers Day, organizing quiz, debate competition, celebrating national and international, commemorative events and annual gathering in the institute. For annual gathering, open space of the society is used and tent and music system are taken on rent. The senior faculty members keep on mentoring interested students for cultural activities. Wall magazine is maintained by almost all departments where students contribute their write-ups, drawings, which in turn highlight their talents. Every Year Health and Fitness Classesare being conducted for all 1st year students in induction program. Due to Covid- 19 pandemic lockdown conditions during the academic year 2020-21 there were no offline cultural & sports programs organized.

File Description	Documents
Upload any additional information	View File
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.

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

19.49

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The college has a voluminous computerized library of size 517 sqm and has a well furnished reading room with seating capacity of 150. The library had been automated using Soft Campus. There is an Open Access Catalog for students and staff. Web OPAC (Online Public Access Catalog) facility is available through Soft Campus Software and one separate node is available in the library for OPAC. As it is a Web OPAC, user from any location can search the library collection by giving Title, Author, and domain. Exclusive reference section is available in the library. All the books have been classified and Catalogued using DDC respectively and arranged on Open shelves. Access to all the On-line library collection, such as the National Digital Library of DELNET (Developing Library Network) and e-ShodhSindhu is available throughout the campus. Digital Library A well-equipped Digital Library with 10 nodes having Internet

connectivity is available. Students can access the e-Resources from anywhere in the campus (Static IP: 103.4.233.10). The library has access to more than 324 e-Journals and 530 e-books on various branches of Engineering, Science, Technology, Management in addition to 42 National and International Printed Journals.

File Description	Documents
Upload any additional information	[View File](#)
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	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

4.75

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

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

10.02

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Hardware cellfocuses on upgrading the IT facilities so as to provide the best of the facility to the students. At present college have two Layer-2 switches and one Layer-3 switch. The Connectivity between the layer switch to the Firewall is through multimode fibre optic backbone. The existing bandwidth of the internet is 50 MBPS of Skynet lease line and 40 MBPS of BSNL FTTH.

The institute has three tower servers to meet the computing requirements of the campus. One is for server-2012 and other Matlab.

ISP provides five static IP addresses. One static IP for campus lab, second IP for Exam Department, third IP for IITB and Fourth for Library Journal.

The total number of computers on network is 404 with 3 server. The number of Printers and scanner are 44 and 7 respectively. There are 9 Licensed System Software's with one open source system software. There are 40 Licensed Application Software's with near about 9 open source application software's. The Tally 9.1 ERP Silver and Microsoft 365 A3 are available. Institute has one cyberoam 100ia Fire wall, 3 Routers (dlink & Digisol), 3 Layer manageable Switches, 32 Unmanageable Switches and 9 -Wifi Access Points.

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

4.3.2 - Number of Computers

404

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

36.31

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

Utilizing Physical Facilities

The physical facilities including Laboratories, Classrooms and Computers etc. are made available for the students those who are admitted in the college. Budgetary provision is made for the maintenance of the laboratories and the classrooms.

- Laboratory- The calibration, repairing and maintenance of sophisticated lab equipments are done by the concerned company. Faulty equipments are maintained by technical assistant or outside agency.
- Library- Library advisory committee suggest the books to be procured. On final approval of Principal; book are purchased as per the KCE Society policy.
- Sports: The maintenance of sports facilies is done by sports in charge consultant coach. In his guidance all the facilities are arranged.
- Computers- Computer maintenance through technical assistant is done regularly and non-repairable systems are repaired from outside and or disposed off.
- Classrooms- Classrooms and related infrastructure are maintained by parent society. With the help of the four full time sweepers cleanliness of class rooms is maintained. Classes were also conducted online mode during Covid-19 pandemics.
- Backup power generator supply is used in case of power failure.

Academic and Support Facilitiesare made available for overall development of the students.In our college campus Internet and WIFI is availability for 24*7.

File Description	Documents
Upload any additional information	[View File](#)
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

905

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

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

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

0

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

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

File Description	Documents
Link to Institutional website	*https://coem.ac.in/Academic/activities*
Any additional information	*View File*
Details of capability building and skills enhancement initiatives (Data Template)	*View File*

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

0

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

0

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

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

7

File Description	Documents
Self-attested list of students placed	*View File*
Upload any additional information	*View File*
Details of student placement during the year (Data Template)	*View File*

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

0

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

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

2

File Description	Documents
Upload supporting data for the same	*View File*
Any additional information	*View File*
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	*View File*

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.

0

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

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)

Objectives of Student Council

1. To improvetheoverallgrowthofstudent'spersonality.
2. To provideexposure tohiddentalentsofstudents.
3. To offer incentives to outstanding students.
4. To Improveself confidence intheoveralldevelopmentof the student.
5. Providingstudentswithsocialvalues,equalityandprofessionalethics.

Activities of Student Council

Toencourageandorganizeextracurricularactivitiesinordertobringouthiddentalentstostudentsandtoinspirethemtoparticipateintheseactivitiesthatincludeculturalandsocial eventsfortheoveralldevelopmentofstudents and variousactivities conducted as follows:

1. YouthFestival,
2. Clean Campus,
3. Swachha Bharat,
4. Tree Plantation,

5. Blood Donation

University arrange the annually district level youth festival, where theseyouthfestivalsarealwayscoordinatedatthestateandnationallevel.To provideanopportunityforourstudentstounderstandthedifferentactivities conducted by University.

Student council has opportunity to represents our institute at the university level to put up and address student's problems and expectation.

Structure of council:

University Representative

General Secretary

Cultural Secretary

Sports Secretary

Lady Representative

Class Representative (Topper from the class)

Election Process:

Rules and regulation are displayed on the notice board of all departments well before the formation of the student council.

- Topper from boys and topper from girls from each class are selected as Class representatives.
- Nominations for the various positions of University Representative, General Secretary, Cultural and Sports Representatives etc. are invited from the various department heads
- Suitable candidate for the said position is selected by taking interview on the basis of skill set and talent required for the position.

Representation on bodies:

- Anti ragging Committee
- Student Grievance Committee

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

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

0

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

5.4 - Alumni Engagement

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

To provide a good and strong bridge between the alumniand the institutefor mutual benefit and synergy; the institute organises Alumni Meetings every year through an alumni cell.It enables the students to interact with their seniors to know the need of the industry, skills required for the industries, recent trends and technological developments. Every alumni meet is followed by feedback from the alumni for further improvement. At present, the institute does not have registered alumni association but the process of registration is initiated and likely to be registered in the academic year 2021-22. The institute had already applied for the registration of Alumni Association (copy enclosed as additional information) with the objective to promote a lifelong relation and to act as a forum for the exchange of information among its members.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: 'To embrace innovative theories, techniques and technologies to insure success in changing World'

Mission: 'Leading students from ground to skies through excellence to articulate identity.

Vision and Mission of the Institute focuses on the needs of society by providing quality education. The governance comprising of College Development Committee (CDC) and Internal Quality Assurance Cell (IQAC) play a significant role in major activities of the institute. The Institute believes in promoting a culture of delegation of powers through strategic policies. The Principal of Institute is assisted by HODs, Administrative Head, Section in-charges and coordinators of various cells/committees in decision making process of the Institute.IQAC has a well-developed process to ensure quality benchmarks of academic and administrative activities.

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Secretary and Principal who, in turn share it with the different levels of functionaries in the college. The Head of Departments, the Co-ordinators of various committees along with the staff representativesThe Governance of institute promotes to organize the curricular/academic activities,co-curricular and extracurricular

activities for the students' comprehensive development: .

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

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

Decentralization and Participative Management:

Academic and administrative activities are controlled by the Principal and delegated powers to the faculty members through HoD for academics and to the office superintendent for the administrative activities. This mechanism provides operational autonomy across the hierarchy.

The Principal delegates authority to the head of departments and faculty members in order to achieve smooth functioning of the institute. HoDs enjoy considerable administrative and academic autonomy in running their departments.

The suggestions by faculty members are involved in improvement of teaching learning process and are conveyed to the management through Principal. In addition, committees like Examination Committee, Admission Committee, Library Committee, Research and development Committee, Anti ragging Committee, Sports Committee, Industry Institute and Alumni Institute interaction Committee or Training and placement Committee, etc are formed. Committees are formed for the various curricular, co-curricular and extra- curricular activities to be conducted during the academic year. The departments are encouraged to arrange various activities with the support of Management for the benefit of Students and Faculty. HoDs, committee coordinators and faculty members are empowered with appropriate financial powers.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institutional strategic / perspective plans were prepared and implemented in view of institutional development with students' centric policies.

The activity successfully implemented based on the perspective plan prepared in 2020 which is available on institute's website.

- **Institute organized 4 FDP's at institute level and encouraged faculty members to attend programme in other institutes. Total 49 faculty memers attended the 89 STTPs.**
- **Institute conducted 14 value added courses for UG and PG programme.**
- **During Academic year 2020-21, total 49 faculty attended 89 training program in different organizations.**
- **From this academic year institute is using rubrics evaluation system for transparent internal and external evaluations.**
- **As per proposal in academic year 2020 MBA (Agriculture) programme is introduced.**
- **To enhance learning capabilities institute continue ICT tools.**
- **As per previous year college are continuing industrial training/internship/lectures.**
- **For enhancing the technique quality of global level, we put a one step ahead by doing international MOU.**
- **Institute forms community support cell to facilitate nearby community by providing infrastructure of institute for various examinations.**
- **Institute is applied for 2(F).**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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 Institute was established by KCES's in the year 2001.It follows society's management council headed by the President and supported by Secretary, Treasurer and members.

College Development Committee:

Presently as per the provisions of section 92 of the Maharashtra Public Universities Act, 2016, a statutory committee, viz, 'College Development Committee' has been constituted.

The Principal:

The Principal of the Institute is the academic and administrative head. Various committees have been constituted at the institute level involving faculty and students for smooth functioning of the institution.

Service Rules, Procedures and Recruitments:

- **The recruitment, service, promotion, superannuation etc., are governed by the service rules of the various statutory authorities as well as rules and regulations as stipulated by the Management of the parent body.**
- **The institute sends the proposal for filling up of vacancies to the University.**
- **After getting the approval, institute publish the advertisement inviting applications from eligible candidates, the same is published in the local newspapers, university website as well as on the Institute's website.**
- **The interviews are conducted as per university norms.**

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://coem.ac.in/Aboutus/org_stru
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Institute implements several policies for the welfare of the teaching and non- teaching staff. Some of the important activities which the institution initiates and the staff participates are listed below:

- **Employees' Provident Fund: This scheme is implemented as per Government guidelines/ norms.**
- **Insurance: This is provided by the college in the form of a Group personal accident Insurance Scheme.**
- **Leaves: Casual, Earned, Medical, Duty leave, Maternity leave as per State Government/ Institute policy.**
- **Financial assistance/Deputation of faculty for higher education including duty leave:**
- **Faculty Enhancement: Seminars, conferences, training programs and FDPs are organised for faculty**
- **Sports facilities: Free facilities to faculty members at**

society's Eklavya.
- Work Environment-Institute provides a healthy and clean work environment conducive for enhancing productivity at work.
- Festival/ Emergency Advances: Advances are given to all employees who desires to avail. The amount given as advance is thereafter deducted from monthly salaries.
- Canteen facilities
- Other Facilities:

a) A dedicated reading room equipped with Wi-Fi enabled computers and printer facilities is available in the library to access e-resources.

b) Facilities such as staff room, administrative office, department rooms, and other rooms serve as important working space outside the classrooms.

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

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

5

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

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

4

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

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

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

49

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

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

The institution has an effective Performance Appraisal System for teaching and non-teaching staff. The system is in tune with AICTE recommended 360 degree feedback performance appraisal.

The distinctive points for evaluation of the Teachers include their Academic qualifications and achievements, Teaching-Learning and

Evaluation related activities include Lectures, Seminars, Tutorials , Co-curricular Extension, Professional development related activities, Publications and Academic Contributions , Research and Innovation, Research papers and research guidance, etc .

The feedback obtained is considered in faculty appraisal and is judiciously addressed for the betterment of the Teaching-Learning process.

The performance of the non-teaching staff is appraised by the Principal. They are assessed on the parameters of efficiency, cordiality and overall helpfulness and analyzed by the Principal and senior staff members who counsels those non-teaching staff members whose performance needs improvement. Thus the performance of all teaching and non-teaching staff members is closely monitored. An improvement in the subsequent performance of the said staff members has usually been noticed.This promotes work satisfaction and a feeling of contentedness among all members of the institute.

File Description	Documents
Paste link for additional information	https://coem.ac.in/pdf/aqar_links/aqar2021/6.3.5a.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institute conducts both internal and external financial audits regularly. The audit and inspection procedure adopted in the Institute are as under:

1. Internal Audit :

The internal audit is conducted quarterly every year.

The internal auditor appointed by the K.C.E. Society cross-checks and verifies the records and suggests corrections if any and get the corrections incorporated in various accounting statements. .

2. Statutory Audit :

The statutory Auditor appointed by the K.C.E. Society conducts the audit of accounts of the institute every year, which is presented for approval before the Governing body of the Institute.

All the financial documents including bills, vouchers are verified and maintained transparency in the process. Budget proposals, Payments of bills and vouchers, and supporting documents of the entire financial year are scrutinized by the auditor and advise the concerned departments for any possible improvement.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](View%20File)

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](View%20File)

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

- The primary source of funds is the fees received from the students, fee concession and scholarship received from Government against college fees.
- The additional fund is received from KCE society for the development of the institute.
- The Institute also receives consultation projects from various individuals, organizations and agencies.
- The institute allows to use its infrastructure for the various Government Exams like SET, NET, MPSC, NEET, MH-CET, etc. during Institute holidays /Sundays, to facilitate the

- candidates of surrounding area for generating additional revenue to the Institute.
- The revenue and capital budgets are prepared separately every year, in order to ensure optimal utilization of resources.
- Departmental head provides their requirementsand Principal compiles same and prepare the budget. The CDC approves budgets and forwards it to the Managing Council of the K.C.E. Society forfinal approval.
- The expenses incurred for day-to-day academic and administrative operations are under the discretionary powers of the principal of the Institute.
- A major amount is utilized on payment of the salaries of the staff and maimtainance of academic facilities.
- To ensure the effective, transparent and fair utilization of the resources, the accounts of the Institute are audited by statutory auditors.

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

6.5 - Internal Quality Assurance System

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

The IQAC has consistently made efforts to institutionalize quality assurance strategies and processes at every level of the institute, from devising strategies to implementing the same. Two best practices of IQAC initiatives are:

1. Continuation of Local-Guardian Diary.

Institute developed and implemented Local- Guardian diary from A.Y 2019-20 with the objectives to create a better environment where students can approach teachers for both educational and personal guidance. The result of same was fruitful hence institute continued same process for succeeding year too.

2. Student centric activities through virtual mode.

Due to pandemic, all academic activities were conducted through virtual mode including regular lectures, expert lecturers, practical demonstrations, seminar/project presentations and assessment and

evaluation process. Institute provided various platforms to encourage the students to learn through virtual mode by taking a step by establishment of FOSS (Free Open Source Software) centre in association with Spoken Tutorial, IIT Bombay. In addition students were encouraged to enhance experiencing learning through NPTEL video lectures and Virtual laboratory.

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

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

Institutional reviews teaching-learning process through various activities-

- The emphasis is given on the teaching enhancement. There is regular monitoring of academic activities at institute. The review of syllabus status conducted by faculty member is taken by HOD and Principal monthly and at the end of semester. It helps faculties to keep pace with fast-changing world. It ultimately benefits students to increase the awareness about current industrial trends.
- Two internal academic audits were conducted on 28.10.2020 to 29.10.2020 and 20.05.2021 to 21.05.2021. It enhanced the quality of academic processes.
- To bring transparency in internal evaluation, institute implemented rubrics for all continuous assessment from the A.Y 2020-21. It helped students for comprehensive development. Various certificates and value added programs on soft-skills, entrepreneurship are arranged for students to enhance life skills among students.

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

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Curriculum doesn't include any course on gender equity & sensitization and hence institute bridge the gap by organizing various programs on gender equity such as 'Beti-Bachao, Beti-Padhao' and many more giving examples of the women who did great work and contributed for the development of the country in different fields like Social, Political, Education, Sports, Art, Science, Space, Defense, Industry, Business, Banking, Economics, etc. It is a social responsibility of each individual to encourage girls and educating them which is their right. Institute organizes program on this noble work.

Safety and Security:

The College is having its own premises with security guard available 24X7, CCTV surveillance throughout the campus.

Counselling:

The counselling cell guide the students and conducts various activities regarding the importance of gender sensitivity, to increase the confidence level in girls, encourages participation of girls, in various co-curricular and extracurricular activities.

Common Room:

The college is having separate common room for the girl students with chairs, table, mirror, dustbin and drinking water facility. Toilet blocks and urinals are adequate in number with 24 hour availability of water with the help of overhead tanks. Vending Machine is available for sanitary pads

File Description	Documents
Annual gender sensitization action plan	https://coem.ac.in/pdf/ssr21/7.1.1(b).pdf
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	https://coem.ac.in/pdf/ssr21/7.1.1%20(a).pdf

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

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Environmental consciousness and sustainability is ensured by the college through the following waste management methods. Waste management is for environmental protection, human health protection

and aesthetic concerns.

- **Solid waste management:**

It is a process of collecting, treating and disposing of solid material that is discarded and no more in use. The solid waste is collected every day and processed according to the form of the waste. A part of solid waste management dust-bins are kept at different places in the campus for collection of solid waste. Municipal corporation collects the solid waste on regular basis.

- **Liquid waste management:**

The liquid waste is sanitary and mixed sewage. Sewage treatment facility is provided to reuse the waste water. Liquid waste is used for gardening purpose.

- **E-waste management:**

E-Waste are computer, electrical, electronic equipments or parts which are damaged or not in use are loosely discarded. Beyond repair computers result in E-waste and are disposed-off for recycling. Recycling and disposal of E-waste may involve significant risk to health of person in contact and communities. E-waste is collected at regular intervals at institute level and handled over to KCE society as per the policy of the society.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Harnessing the differences of a diverse population of people, creates a productive and pleasant environment in which everyone feels valued. It is a great vision to the institutional actions that aim to promote greater inclusion of all from different backgrounds into the institutional structure. With this everyone will reach the

potential and maximize knowledge, learning, expertise and career development.

Institute arrange different programs which shows a kind of unity and fill energy, enthusiasm happiness among all. It is a way towards respecting value and belief for our old traditions and remembering them with their importance and dignity. Harmony is created among students by arranging various cultural programs on different festivals such as Ganesh utsav ,Dahihandi, Marathi Rajyabhasha Din,Hindi Rastrabhasha Din etc.

Every year a cultural week is celebrated through which students are encouraged to show culture of various states, religion, region of india as well as various skills such as mehendi ,rangoli , dance etc .

Various indoor as well as outdoor sports such as Cricket, Box Cricket, Carrom, Badminton etc are arranged to create sportsmen spirit and harmony among various teams.

Due to COVID 19 situation, the instituute could not arrange the programs during academic year 2020-21.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

This is a technical educational Institute imparting education to all sections of society .According to University syllabus subject related to Basic Human Rights and Cyber Law are included in curriculumwhich inculcates the basic idea about lawamong students.

Institute follows the importance of teaching the constitution and its importance in democracy. It contributes a major value and shares to become a responsible citizen of the nation.

Code of conduct for students and teachers is defined by the institute andstudents/teachers are motivated to demonstrate code of conduct in the life i.e. to follow rules, regulations, norms in an

organization. Know the organizational culture and working with dedication, quality consciousness and for organizational development. It is a step forward for the national progress and a way towards humankind throgh human values/skills.

In general, varius activities/programs are arranged throughout the year to inculcate the values among the students but unfortunately the institute could not arrange sufficient programs during the academic year 2020-21 due to COVID 19. Information of the programs arranged by the institute during the year is enclosed.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	coem.ac.in/pdf/aqar_links/aqar2021/7.1.9b.pdf
Any other relevant information	**Nil**

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

Institution celebrates various national and international commemorative days as given below.

Republic Day, Independence Day and Maharashtra Day

Institute celebrates Republic Day and Independence Day with great enthusiasm in the presence of students, teachers and staff members. Program starts with flag hoisting and follows with various events on patriotic theme.

Women's Day :

Institute celebrates International Women's Day every year on 8th march. Special Program is organized for girls and female faculty. Women are felicitated for their work in respective field. Various events are organized to create awareness about rights of women in society

Teachers Day:

Institute celebrates 5th September as Birth Anniversary of Dr. Sarvepalli Radhakrishnan who was a great teacher. Students arrange various events for teachers. Social events which benefit society are also taken on this occasion.

Engineers Day:

Institute celebrates 15th September as Engineers Day in honour of Bharat Ratna Awardee Mokshagundam Visvesvaraya, who was an eminent engineer.

Various technical events are organised on this day to create awareness about updates in technical field.

Birth and Death Anniversary of National Dignitaries

Institute celebrates Birth and Death Anniversary of National Dignitaries such as Chatrapati Shivaji Maharaj, Dr. Babasaheb Ambedkar Jayanti, Mahatma Gandhi Jayanti etc.

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

7.2 - Best Practices

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

1. Community Support Cell:The institution is committed to render service to the surrounding society in addition to providing quality technical education. It is achieved by providing infrastructural facility available with institute for different activities when not used for academic purpose.

The Practice

As per the requirement and availability of resources, college provides the infrastructure and human resource for smooth conduction of competitive, entrance examination, admission process etc.

Evidence of Success

During the academic year 2020-21 around 7000 students have taken benefit of the resources from the college.

II. Eco-friendly campus: The environmental protection is a part of the institutional goal. Practicing environmental protection and its conservation is the need to save the nature and a way towards prosperity and bright future.

The Practice

The institute focuses on e-communication and reduces use of papers and takes initiative for the ban on use of plastic bags that is Plastic free campus. Practicing one day in a week stop vehicles to reduce use of fossil fuels. Students and faculties are also involved in various Green initiatives like tree plantation.

Evidence of success

Initiatives taken by the institution to make the campus eco-friendly are Tree Plantation, Water Harvesting, Bio-charring, Bio-composting, Bio-composting.

File Description	Documents
Best practices in the Institutional website	https://coem.ac.in/pdf/aqar_links/aqar2021/7.2.1a.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Content within and beyond curriculum through virtual expertise

The institute offers quality teaching through a dedicated team of highly qualified teachers who are concerned with not only the curricular aspect, but also the holistic development of students. Teachers use PPTs, e-notes, video and other ICT tools for teaching. Add-on courses are also offered for skill-development, foreign language and communication-skill development for enhancing employability. A number of case studies, seminars, conferences, workshops, guest lectures by eminent scholars and leading personality from different fields are conducted and a practical based approach adopted to enhance the knowledge and overall development which are very helpful to advanced learning opportunities to the students.

Institute undergoes various activities under NPTEL courses, Spoken tutorial and Centre for Distance Engineering Education Program (CDEEP) centre of IIT, Bombay for overall development of students and faculty members. In addition, istitute started Virtual Lab in colaboration with IIT Bombay during the current academic year.

Virtual Expertise Facility

No.of Benificiary

NPTEL

680

Spoken Tutorial

1700

Virtual Labs

Link was circulated among all the students and majority of the students were benefited by the videos of virtual laboratory.

CDEEP Center

50+ faculty members.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Criteria

Description

Plan for 2021-22

7.1.1

Initiative for gender equity

To arrange different programs for girl students.

7.1.2

Alternate sources of energy and energy conservation

To increase LED lamps to reduce light bill and initiate the process of solar panel installation.

7.1.3

Management of the degradable and non-degradable waste

To continue present practices.

7.1.4

Water conservation facilities

7.1.5

Green campus initiatives

To continue present practice like Tree plantation, Plastic free campus, etc

7.1.6

Quality audits on environment and energy.

To conduct Green , Energy and Environmental audit and to work on suggestion.

7.1.7

Disabled-friendly, barrier free environment

To continue present practices.

7.1.8

Institutional efforts/initiatives in providing an inclusive environment for diversities

To organise programs like Ganpati, Dandiya, Janmashtami, Antarang, Sports week, etc.

7.1.9

Sensitization of students and employees to the constitutional obligations

To organise workshop, expert lecture or talk show.

7.1.10

Code of conduct.

To arrange awareness for code of conduct for students as well as staff.

7.1.11

National and international commemorative days.

To organise the programs as per calendar.

7.2

Best Practices

To strive hard to provide facilities to more members of nearby society.

7.3

Institutional Distinctiveness

To motivate students/faculty members for NPTEL, Spoken Tutorial & Virtual lab registration.