YEARLY STATUS REPORT - 2021-2022

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 2	**B++**	**2.91**	**2022**	**25/09/2022**	**24/09/2027**

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
NIL	**NIL**	**NIL**	**NIL**	**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   **3**

- 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)

1. Second cycle of NAAC completed successfully and received B++ grade 2. Application submitted to NIRF on 16.01.2023 3. Arranged student centric activities using virtual expertise in association with spoken tutorial, NPTEL, Virtual Laboratory etc. and faculty enrichment activities like STTP,FDP etc. 4. Local Guardian Diary is continued and effectively maintained. 5. Transparent evaluation system through the implementation of Evaluation Rubrics continued.

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

Plan of Action	Achievements/Outcomes
Start new programs in the institute	MBA (agro Business Management) program with 60 intake is started.
Preparation and submission of SSR for second cycle on NAAC. Preparation of NAAC Peer Team Visit(PVT) for second cycle.	Submited SSR for second cycle on 02.02.2022. Successfully faced PVT on 14.07.2022 and 15.07.2022 and achieved B++ grade with 2.91

	CGPA.
Conduct at least three IQAC meetings during the academic year.	Three IQAC meeting conducted on 07.08.2021, 22.01.2022 and 07.05.22
Submission of AISHE data and NIRF application within stipulated time period.	AISHE data submitted on 22.12.2022 and NIRF application submitted on 04.02.2022
Conduct internal academic audit (IMA) as per affiliating university schedule.	Conducted semwise internal academic audit during 15.12.2021 to 17.11.2021 and 06.06.2022 to 11.06.2022
Conduct induction program for newly admitted students at the beginning of academic year.	Organized "Online Induction Program" for newly admitted students Students (13.12.2021 to 24.12.2021) includes various activities like awareness programs, games, sports, craft as per guidelines og AICTE.
Organize various seminars/ workshops for faculty members/ non-teaching staff by IQAC cell	Vaccination Camp in association with Yuvashakti foundation, Jalgaon Seminar on Data Analytics: Job-Ready Skills nternational Yoga Day on 21st June 2022 in association with Soham Yoga center, Jalgaon Two Days workshop on 'Report Writing' Hands on workshop on 'Office Automation' for administrative staff One day workshop on 'Excellence in Technical Education through NAAC' Awareness program on NAAC Peer Team Visit for Administrative Staff
Conduct faculty development program/ workshops	STTP on Report Writing Using Latex Use of ICT Tools for Enhanicng Quality of Higher Education in India
Strengthen industry linkages.	Six new MoUs are signed for industry internships and collaborations. Total MoUs are

	44.
Arrange maximum possible academic support and guidance programs through online mode for Students.	Webinar on 'Information security and Cyber Law' Skill Development & Career Guidance Workshop on Esim Project Competition Research article writing and methodology Entrepreneurship Development Workshop Student Development Program on JAVA Five Days certificate course on Java Script using Artificaial Intelligence NPTEL awareness program Seminar on Soft skill and Personality Training Agri-Entrepreneurship-Online Guest Lecture
Organise the extra-curricular activities in the institute around the year for overall development of students.	Conducted various activities/ events regularly- · Teachers Day on 05.07.2021 · Engineer's day on 15.07.2021 · Independence day on 15.08.2021 · Ganeshotsav during 10.09.2021 to 12.09.2021 · Gandhi Jayanti on 02.10.2021 · Republic Day on 26.01.20202 · International Women's day on 08.03.2022 · Shiv Jayanti on 19.02.2022 · International Yoga Day on 21.06.2022 · Poster competition on occassation of Shiv Swarya din 06.06.2022
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-2021 number of enrolment : 56 · During Jan-April 2022 number of enrolment :

13.Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	18/02/2023

14.Whether institutional data submitted to AISHE

Part A

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• Location	Urban
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Name	Date of meeting(s)
College Development Committee	18/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	12/12/2022

15. Multidisciplinary / interdisciplinary

CoEM follows the curriculum provided by DBATU, Lonere for Engineering UG/PG programs and KBC NMU, Jalgaon for Management PG programs which includes wide range of open electives to be opted from other disciplines. In addition, DBATU, Lonere has the provision of major electives from same discipline and minor electives from other disciplines. Institute has well-equipped laboratories and trained faculty members to conduct the elective courses. In future to seek the autonomous status, the institute may recruit experienced and skilled faculty members as per requirement. The institute established NPTEL local chapter in AY 2018-19 and IIT Bombay Spoken tutorial Free Open Source Software (FOSS) center to provide multidisciplinary exposure to students. Many students register for NPTEL courses. In addition, students are advised and motivated to undertake interdisciplinary course as value added course.

16. Academic bank of credits (ABC):

CoEM follows the curriculum provided by DBATU, Lonere for Engineering UG/PG programs and KBC NMU, Jalgaon for Management PG programs therefore does not have direct Academic bank of credit facility. However, NPTEL course credit transfer facility is available in DBATU, Lonere curriculum. Students register for NPTEL courses and are benefitted by credit transfer facility. CoEM encourages faculty members to prepare the teaching plan, execution of plan, development of lab manuals, questions banks, PPTs etc to enrich teaching-learning process. Few faculty members have written books, books chapter.

17.Skill development:

The institute is affiliated to university and follow its curriculum. In addition, institute provides opportunity to students to register for additional value added courses for skill development. Some of the students of the institute are opting the courses of Prime Minister Kaushalya Vikas Yojana (PMKVY). Various cross cutting issues like ethical values, human rights, and professional ethics are included in the curriculum. These issues are also addresses through various extra-curricular activities organised at institute. Internship training, project development is also the part of curriculum which provides industry exposure to students. Institute organises various hands on training program to enhance the technical skills among the students community.

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

Indian tradition and culture is promoted through conduction of various extra-curricular activities like celebration of Jayanti's of national leaders, festivals at institute. The medium of instruction is English but still faculty members take enough efforts to explain the things in regional language. Library is also having good collection of regional books. Daily regional news paper is also available in the central library. From current accademic year, affiliating technological university DBATU, Lonere had introduced 3 credit couurse "Universal Human Values - II" and the same is effectively taught by this institute. Mentors are closely monitoring the behaviour of students and provide appropriate instructions to demonstrate the Universal Human Values in the life.

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

For overall development of students CoEM initiated the procedure to implement Outcome Based Education (OBE). Program Outcomes

(POs), Program Specific Outcomes (PSOs) of all programs are well defined using Bloom's taxanomy and disseminated properly among all stake holders. Course Outcomes (COs) of each course are also framed. Further CO-PO mapping and attainment of COs with POs and PSOs is regularly computed and appropriate action is being taken. The institute has ERP software to monitor the OBE system and to calculate outcome. On the basis of outcome attainment the required/appropriate changes are made in the teaching learning process. The faculty members are properly guided to understand and implement the philosophy of outcome based education.

20.Distance education/online education:

To promote online/ distance education CoEM has NPTEL local chapter, IIT Bombay Spoken Tutorial centre, IIT Bombay CDEEP remote centre and Virtual Lab. Student and faculty members are encouraged to upgrade their skills using various online courses provided by them. Also CoEM have good internet bandwidth for delivery for online lecturers using various online platforms.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**584**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1290**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**588**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**429**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**60**

File Description	Documents
Data Template	View File

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

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)	**73.33**
4.3 Total number of computers on campus for academic purposes	**444**

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).

As per the academic calendar and lecture plan all teachers are
encouraged to conduct class rooms, laboratory sessions and other
assessment activities. For enhanced learning use of online
platform like NPTEL, Spoken tutorial are encouraged. Value added
courses, expert lecturers are regularly organized at departments.

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

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)

Before commencement of academic sessions, affiliating universities
provide their academic calendars which include start date of the
academic session, dates of sessional examinations, duration of the
semester, practical exam, 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.
Academic calendar of institute is prepared which includes
curricular and co-curricular activities including schedule of
continuous internal assessment as per the guidelines of

affiliating universities. It is disseminated to stakeholders through institute website and notice boards. In case of any changes in activities from affiliating universities, they are communicated to students and activities are rescheduled accordingly. Institute strives hard to adhere the academic calendar and appropriate efforts are taken by all faculty members to conduct internal continuous assessment as per scheduled date. The planning of various activities and its execution chart is available at:
https://coem.ac.in/pdf/aqar_links/aqar_2021_22/1.2deploy.pdf

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/1.1.2_deploy.pdf

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

A. All of the above

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

7

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)

5

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

392

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

Courses to address Environment and Sustainability in AY 2021-22 are:

First year B.Tech program- Energy Envirnoment Engineering

B. Tech Electrical: Renewable Energy

Courses to address Human Values and Professional Ethics in AY 2021-22 are:

Basic human rights, Cyber Law, Business Communications, Renewable Energy, Employability and Skill development, 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. In AY 2021-22 various programs organized for gender sensitization are-

Sr. No.

Name of Activities

01

Womens Day Celebration -"Woman's Cyber Security" Lecture by Adv.Dr.Mahima Mishra.

02

Essay writing competition -Azadi ka Amrit Mahotsav (AKAM) (Women's after 75 years of independence)

03

Education to reduce gender discrimination

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

30

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

1041

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

A. All of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	https://coem.ac.in/Feedback/list_feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
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

1290

File Description	Documents
Any additional information	**No File Uploaded**
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

893

File Description	Documents
Any additional information	**No File Uploaded**
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.

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
1290	60

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

KCES's CoEM believes that student is focal point of any institute hence we ensure that student-centricmethods are effectively used in regular academic practices as it makes the students more self-confidant and self-motivated . we strongly believe that student-centric learning methods enhance the learning skills of students. During course plan developmentFaculty plans for suitable student-centric learning methods for enhancing the learning experiences of the students. While conducting lectures and practical we use learning in group, learning by practice, analogical and experimental approach. Faculty members take more effort into making the learning activity more interactive by adopting the below-mentioned student-centric methods.

Experiential Learning: The institution imparts the following experiential learning practices to enhance creativity and cognitivelevel of the students. Laboratory sessions. Hardware output is compared with simulation output. Internship to expand the knowledge on market trends. Add-on Courses on latest technologies. Project development.

Participatory Learning: Tech Fest/Project Expo/Poster presentations Group Discussion, Role Play, Quiz,Seminar Presentation Periodical Industrial Visit to get insight into the internal working atmosphere of industriesPractical Sessions to get Hands-on experience Quiz Sessions .Students are highly motivated to take part in inter-collegiate, state level and national contests, value-added courses, and Add-on programs for their holistic development.

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(Flipped class room), 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 for collecting feedback and for conduction of MCQ based examinations. LMS 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	[View File]

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

57

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

60

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

4

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

465.9

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,sCoEM Jalgaon. Internal assesment 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 2021-22. Sample rubrics are available on website.

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 not resolved, the student can approach Internal

Examination Grievances Cell. Internal Examination Grievances Cell (IEGC) 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

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://docs.google.com/forms/d/e/1FAIpQLSe9QQvwhHtMQ28eyjqzC5-dyF0sIhC8nF4GEGczy9FMCESByg/viewform

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	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

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 uses the following two direct assessment tools for the evaluation of attainment of COs and hence POs/PSOs with the weightage shown in the bracket. Attainment of COs is evaluated using all the three tools.

i.Continuous assessment during the semester and its analysis (30%): Students are evaluated continuously with help of assignments, class tests and their performance in laboratories throughout the semester.

ii.University examination and its result analysis (50%):

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

% 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

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

348

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	View File
Paste link for the annual report	https://coem.ac.in/pdf/annual_report/AR_21_22.pdf

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/pdf/aqar_links/aqar_2021_22/2.7.1.xlsx

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

Response:

The institute has created an innovation ecosystem to foster a culture of innovation among students on campus. With state of the art infrastructure and qualifies faculty, the institute actively proposal submission to funding agencies and facilities local level consultancy services, particularly in field of engineering , to drive innovation forward.

Initiatives for the research awareness

1. Research Lab: The institute has a research facilities in PG laboratory in department of Electrical Engineering. Both, students and faculty members of the institute can use the facilities available in the lab which includes DELNET, a network of libraries, and plagiarism software.

2. Research Cell: The objective of cell is to nuture and train students to provide research solutions for real word problem. The institute conducts workshops, seminars, webinars, and interactive sessions with industry experts. Research proposals are submitted to affiliated universities and AICTE. The institute also has its own publication to promote research endeavours.

3. FDP Cell: The cell organizes faculty development program to provide exposure to faculty members in recent technologies in the field of Engineering, Management, and Science.

4. Library Resources: The institute subscribes to DELNET's international membership, E-journals, and numerous national and international journals/magazines to supports and encourage research and development activities within the campus.

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

05

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

0

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	**No File Uploaded**

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

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

30

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

5

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

Institutes organizes extension activities in the neighbourhood community that sensitizes students towards community issues,

social inequity, gender disparities, etc., and inculcate social values and commitment to society. A brief detail of some of the student societies follows:

Tree Plantation: Tree plantation for the awareness of save environment institute organised tree plantation in every year.

Poster Competition: Conduct thePoster Competition for Observed Home Jalgaon on occasion the of Environment Day.

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

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

02

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

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

4

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

488

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

1

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 4445, 22418, 30, 30, 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 444, 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. Institute had organised annual day, project competition and many other cultural and sports activities during the academic year 2021-22.

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)

45.07

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
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 VmEdulife software. 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 60 National and International Printed Journals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://coem.ac.in/Facilities/central_library

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)

2.89

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
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

20

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 cell focuses 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 444 with 3 server. The number of Printers and scanner are 44 and 7 respectively. There are 4 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

444

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)

43.34

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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

974

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

235

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

235

File Description	Documents
Any additional information	View File
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	View File

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

96

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
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

4

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
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.

1

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

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

The students' council is formed as per the guidelines of affiliating University. The members of student council or any other student representative body are involved in various academic, co-curricular and extracurricular activities as per the students' council's nomination. The details of students council is given below.

Objectives of Students' Council

- To encourage the students to participate actively at various administrative level.
- To represent students in the role of co coordinators and committee member and representatives at institute levels committees
- To imparts values like social development, personality development programms, seminars, workshops etc to apply academic skill in the real world context.
- To participate annual gathering Antarang
- To develop and provide opportunities for leadership and service in the institute and in the community.
- To assist available viable means of study expression and

increasing amount of self directions
- To provide platform where the students can voice out their concern or need.

Activities:

- German language training
- Industrial visit
- Entrepreneurship workshop
- Summer project competition
- Celebration of national and international days
- Annual social gathering 'Antarang'
- Magazine committee
- IQAC and other committees

File Description	Documents
Paste link for additional information	https://coem.ac.in/pdf/IQAC/Rev_IQAC_2021_22.pdf
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

11

File Description	Documents
Report of the event	View File
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 for the students, faculty and the institute with alumni for mutual benefit and synergy; the institute organises Alumni Meetings every year through an alumni cell at institute level. It enables the students to interact with their seniors to know the soft/technical skill sets required by the industries, the recent trends and technological developments in the industries. Every alumni meet is followed by structured feedback from the alumni for further improvement.

At present, the institute does not have registered alumni association but the process of registration was initiated in academic year 2020-21 and proposal submitted for registration on January 11, 2022. Therefore, it was expected that the alumni association would be get registered in the academic year 2021-22. But at the charity commissioner's end they put the query regarding submission of additional documents like City survey Performa, Agreement of management council. Both the documents are submitted to the charity commissioner on 10 January 2023. It is expected to get the association registered at the end of March 2023. (Received registration in May 2023 and its copy enclosed)

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

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 extracurricularactivities for the students' comprehensive development

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

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, KCIIL Innovation and Entrapreneurship Development Cell (K-IEDC)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 6 FDP's at institute level and encouraged faculty members to attend programme in other institutes. Total 41 faculty members attended the 97 STTPs.
- Institute conducted 14 value added courses for UG and PG programme.
- During Academic year 2021-22, total 41 faculty attended 97 training program in different organizations.
- From the academic year 2020-21 institute applied rubrics evaluation system for transparent internal and external evaluations and it is successfully getting implemented in academic year 2021-22.
- As per proposal in academic year 2020-21 MBA (ABM/Entrepreneurship)) programme is introduced with intake of 60 and 100% admissions are filled in academic year 2021-22 and 2022-23.

- To enhance learning capabilities institute continue ICT tools. As per previous year college are continuing industrial training/internship/lectures.
- Institute forms community support cell to facilitate nearby community by providing infrastructure of institute for various examinations.
- Institute has applied for 2(F).

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://coem.ac.in/Naac/perspective_plan
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:**
- **Financial assistance up to Rs 5000 per semester per faculty member is provided for research and development, attending FDP etc.**

- **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:**

1. **A dedicated reading room equipped with Wi-Fi enabled computers and printer facilities is available in the library to access e- resources.**
2. **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

19

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

7

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

41

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/Academic/report_format
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

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

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 requirements and Principal compiles same and prepare the budget. The CDC approves budgets and forwards it to the Managing Council of the K.C.E. Society for final 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 maintenance of academic facilities.

To ensure the effective, transparent and fair utilization of the resources, the accounts of the Institute are audited bystatutory 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 of the institute works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. It plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The IQAC meets every after four months to plan, direct, and evaluate the teaching, research, and other processes in the institute.

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 this academic year too. The efforts are directed to use the information to improve the mentorship and feedback processes.

2. Enrichment in student centric activities through virtual mode.

COEM focused on regular and timely conduction of all academic activities 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-

- For the effective implementation of all academic activities, they are regularly monitored by HOD and Principal. The review of syllabus status all faculty member is taken at the mid and end of semester. The suggestions are given time to time to improve the quality of teaching.
- In every academic year, two internal academic audits were conducted to enhance the quality of academic process. In AY 2021-22 internal academic audit I is conducted on 15.11.2021 to 17.11.2021 and Internal academic audit-II conducted during 06.06.2022 to 11.06.2022

- **Faulty members are motivated to increase the participation in conferences, workshops and research publications to keep pace with fast-changing world. It ultimately benefits students to increase the awareness about current industrial trends.**
- **To bring transparency in internal evaluation, institute implemented rubrics for all continuous assessment from the A.Y 2020-21. The same practice is continued in AY 2021-22.**
- **Capacity building program like certificate courses, value added programs and bridge courses on soft-skills, entrepreneurship are regularly arranged for students.**

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

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	<u>https://coem.ac.in/Implinks/annual_reports</u>
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

In KCES's COEM 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.

1. Safety and Security:

Security guard is available 24x7 in the premises of Institute, CCTV surveillance throughout the campus.

2. Counseling:

The counseling 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.

3. Common Room:

The Institute 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/aqar_links/aqar_2021_22/7.1.1a.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/aqar_links/aqar_2021_22/7.1.1b.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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 Institute through the following waste management methods. Waste management is for environmental protection, human health protection and aesthetic concerns.

1. 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.

2. 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.

3. E-waste management:

E-Waste are computer, electrical, electronic equipment's 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	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

File Description	Documents
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   **A. Any 4 or all of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

The institution believes in equality of all cultures and

traditionswithout any discrimination. 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.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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.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	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.1.9a.pdf
Any other relevant information	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.1.9b.pdf

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	View File

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.

1. 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.

2. 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

3. 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 to benefit society are arranged on this occasion.

4. 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.

5. 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	View File

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. **Innovative mentorship**

- **Record keeping through mentor's diary- Institute implements**

- mentor's diary which contains the mentorship, academic, curricular, co-curricular and extracurricular activities records.Guardians refer it and the record of their visits is also maintained in the diary.
- Alumni as a mentor for III/IV year students for placement/soft skill development-Nominated mentor alumni guides students on recent industrial trends, technologies, also discuss the placement opportunities in particular fields.
- Regular mentorship activities
- Feedback, its analysis and Action Taken Report (ATR) - Students' representatives are nominated and feedback is obtained from all the representatives on various academic and other issues once in a month.The online feedback is collected at the end of each semester,analysed and corrective measures are taken.

2. Innovative teaching learning process/ Reforms in teaching learning process

- Virtual expertise -Activities under NPTEL, Spoken tutorial IIT Bombay,Virtual Lab, CDEEP centre.
- Use of ICT tools/ online platforms - Use of flipped classroom, ICT tools etc for interactive teaching and learningapproach, ICT repository on website andavailable to all students.
- Feedback system
- Bridge courses, finishing schools, value added course.
- Remedial Classess - For slow learner
- Transparent continuous evaluation - Rubrics for all types of internal/continuous evaluation
- Academic calendar

File Description	Documents
Best practices in the Institutional website	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.2.1a.pdf
Any other relevant information	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.2.1b.pdf

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

Community support cell - This institute has constituted the community support cell from the academic year 2018-19 with the objective of rendering the services, technical expertise and infrastructural facilities to the needy people of the nearby community for the benefit or overall development of the surrounding society. This institute is located at the heart of Jalgaon city and very easily accessible to people of nearby villages. Therefore, infrastructural facilities available in the institute are made available to various Social/Non- Government Organisation on holiday for various community support/spiritual activities, centralized admission process, various competitive/entrance examination, etc. Following activities are being undertaken by this cell.

- Social services for nearby rural/ slum areas – Cleanliness drive, tree plantation, blood donation camp, grain/cloth donation campaign, etc
- Training programs for various community groups - Computer training, soft skill training, cyber security seminars etc
- Online examination, admission processes
- Implementation of Unnat Bharat and Unnat Maharashtra Abhiyan.
- Digital and technical awareness programs like project/model competition etc are organised for the students of nearby schools/villages. Students of rural area are focused.
- Career counselling/awareness, environment protection programs are being organised for the students of nearby schools/villages.
- Online and offline add-on courses for skill development and enhanced employability

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).

As per the academic calendar and lecture plan all teachers are encouraged to conduct class rooms, laboratory sessions and other assessment activities. For enhanced learning use of online platform like NPTEL, Spoken tutorial are encouraged. Value added courses, expert lecturers are regularly organized at departments.

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

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)

Before commencement of academic sessions, affiliating universities provide their academic calendars which include start date of the academic session, dates of sessional examinations, duration of the semester, practical exam, 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. Academic calendar of institute is prepared which includes curricular and co-curricular activities including schedule of continuous internal assessment as per the guidelines of affiliating universities. It is disseminated to stakeholders through institute website and notice boards. In case of any changes in activities from affiliating universities, they are communicated to students and activities are rescheduled accordingly. Institute strives hard to adhere the academic calendar and appropriate efforts are taken by all faculty members to conduct internal continuous assessment as per scheduled date. The planning of various activities and its execution chart is available at: https://coem.ac.in/pdf/aqar_links/aqar_2021_22/1.2deploy.pdf

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/1.1.2_deploy.pdf

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

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

7

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)

5

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

392

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

Courses to address Environment and Sustainability in AY 2021-22 are:

First year B.Tech program- Energy Envirnoment Engineering

B. Tech Electrical: Renewable Energy

Courses to address Human Values and Professional Ethics in AY 2021-22 are:

Basic human rights, Cyber Law, Business Communications, Renewable Energy, Employability and Skill development, 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. In AY 2021-22 various programs organized for gender sensitization are-

Sr. No.

Name of Activities

01

Womens Day Celebration -"Woman's Cyber Security" Lecture by

Adv.Dr.Mahima Mishra.

02

Essay writing competition -Azadi ka Amrit Mahotsav (AKAM) (Women's after 75 years of independence)

03

Education to reduce gender discrimination

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

30

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

1041

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/Feedback/list_feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
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

1290

File Description	Documents
Any additional information	**No File Uploaded**
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

893

File Description	Documents
Any additional information	**No File Uploaded**
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.

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
1290	**60**

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

KCES's CoEM believes that student is focal point of any institute hence we ensure that student-centricmethods are effectively used in regular academic practices as it makes the students more self-confidant and self-motivated . we strongly believe that student-centric learning methods enhance the learning skills of students. During course plan developmentFaculty plans for suitable student-centric learning methods for enhancing the learning experiences of the students. While conducting lectures and practical we use learning in group, learning by practice, analogical and experimental approach. Faculty members take more effort into making the learning activity more interactive by adopting the below-mentioned student-centric methods.

Experiential Learning: The institution imparts the following experiential learning practices to enhance creativity and cognitivelevel of the students. Laboratory sessions. Hardware output is compared with simulation output. Internship to expand the knowledge on market trends. Add-on Courses on latest technologies. Project development.

Participatory Learning: Tech Fest/Project Expo/Poster

presentations Group Discussion, Role Play, Quiz,Seminar Presentation Periodical Industrial Visit to get insight into the internal working atmosphere of industriesPractical Sessions to get Hands-on experience Quiz Sessions .Students are highly motivated to take part in inter-collegiate, state level and national contests, value-added courses, and Add-on programs for their holistic development.

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(Flipped class room), 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 for collecting feedback and for conduction of MCQ based examinations. LMS 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	[View File](#)

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

57

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

60

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

4

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

465.9

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,sCoEM Jalgaon. Internal assesment 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 2021-22. Sample rubrics are available on website.

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 not resolved, the student can approach Internal Examination Grievances Cell. Internal Examination Grievances Cell (IEGC) 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

File Description	Documents
Any additional information	[View File](#)
Link for additional information	[https://docs.google.com/forms/d/e/1FAIpQLSe9QQvwhHtMQ28eyjqzC5-dyF0sIhC8nF4GEGczy9FMCESByg/viewform](#)

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	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

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 uses the following two direct assessment tools for the evaluation of attainment of COs and hence POs/PSOs with the weightage shown in the bracket. Attainment of COs is evaluated using all the three tools.

i.Continuous assessment during the semester and its analysis (30%): Students are evaluated continuously with help of assignments, class tests and their performance in laboratories throughout the semester.

ii.University examination and its result analysis (50%):

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

% 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

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

348

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	[View File]()
Paste link for the annual report	https://coem.ac.in/pdf/annual_report/AR_2 1_22.pdf

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/pdf/aqar_links/aqar_2021_22/2.7.1.xlsx

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)	<u>View File</u>

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	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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)	<u>View File</u>
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

Response:

The institute has created an innovation ecosystem to foster a culture of innovation among students on campus. With state of the art infrastructure and qualifies faculty, the institute actively proposal submission to funding agencies and facilities local level consultancy services, particularly in field of engineering , to drive innovation forward.

Initiatives for the research awareness

1. Research Lab: The institute has a research facilities in PG laboratory in department of Electrical Engineering. Both, students and faculty members of the institute can use the facilities available in the lab which includes DELNET, a network of libraries, and plagiarism software.

2. Research Cell: The objective of cell is to nuture and train students to provide research solutions for real word problem. The institute conducts workshops, seminars, webinars, and interactive sessions with industry experts. Research proposals are submitted to affiliated universities and AICTE. The institute also has its own publication to promote research endeavours.

3. FDP Cell: The cell organizes faculty development program to provide exposure to faculty members in recent technologies in the field of Engineering, Management, and Science.

4. Library Resources: The institute subscribes to DELNET's international membership, E-journals, and numerous national and international journals/magazines to supports and encourage research and development activities within the campus.

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

05

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

0

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	**No File Uploaded**

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

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

30

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

5

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

Institutes organizes extension activities in the neighbourhood community that sensitizes students towards community issues, social inequity, gender disparities, etc., and inculcate social values and commitment to society. A brief detail of some of the student societies follows:

Tree Plantation: Tree plantation for the awareness of save environment institute organised tree plantation in every year.

Poster Competition: Conduct thePoster Competition for Observed Home Jalgaon on occasion the of Environment Day.

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

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

02

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

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

4

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

488

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

1

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 4445, 22418, 30, 30, 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 444, 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. Institute had organised annual day, project competition and many other cultural and sports activities during the academic year 2021-22.

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)

45.07

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
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 VmEdulife software. 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 60 National and International Printed Journals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://coem.ac.in/Facilities/central_library

4.2.2 - The institution has subscription for	A. Any 4 or more of the above

the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

2.89

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
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

20

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 cell focuses 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 444 with 3 server. The number of Printers and scanner are 44 and 7 respectively. There are 4 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

444

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)

43.34

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
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

974

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

235

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

235

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

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

96

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
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

4

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

`0`

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
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.

`1`

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

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

The students' council is formed as per the guidelines of affiliating University. The members of student council or any other student representative body are involved in various academic, co-curricular and extracurricular activities as per the students' council's nomination. The details of students council is given below.

Objectives of Students' Council

- To encourage the students to participate actively at various administrative level.
- To represent students in the role of co coordinators and committee member and representatives at institute levels committees
- To imparts values like social development, personality development programms, seminars, workshops etc to apply academic skill in the real world context.
- To participate annual gathering Antarang
- To develop and provide opportunities for leadership and service in the institute and in the community.
- To assist available viable means of study expression and increasing amount of self directions
- To provide platform where the students can voice out their concern or need.

Activities:

- German language training
- Industrial visit
- Entrepreneurship workshop

- Summer project competition
- Celebration of national and international days
- Annual social gathering 'Antarang'
- Magazine committee
- IQAC and other committees

File Description	Documents
Paste link for additional information	https://coem.ac.in/pdf/IQAC/Rev_IQAC_2021_22.pdf
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

11

File Description	Documents
Report of the event	View File
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 for the students, faculty and the institute with alumni for mutual benefit and synergy; the institute organises Alumni Meetings every year through an alumni cell at institute level. It enables the students to

interact with their seniors to know the soft/technical skill sets required by the industries, the recent trends and technological developments in the industries. Every alumni meet is followed by structured feedback from the alumni for further improvement.

At present, the institute does not have registered alumni association but the process of registration was initiated in academic year 2020-21 and proposal submitted for registration on January 11, 2022. Therefore, it was expected that the alumni association would be get registered in the academic year 2021-22. But at the charity commissioner's end they put the query regarding submission of additional documents like City survey Performa, Agreement of management council. Both the documents are submitted to the charity commissioner on 10 January 2023. It is expected to get the association registered at the end of March 2023. (Received registration in May 2023 and its copy enclosed)

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 extracurricularactivities 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, KCIIL Innovation and Entrapreneurship Development Cell (K-IEDC)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 6 FDP's at institute level and encouraged faculty members to attend programme in other institutes. Total 41 faculty members attended the 97 STTPs.
- Institute conducted 14 value added courses for UG and PG programme.
- During Academic year 2021-22, total 41 faculty attended 97 training program in different organizations.
- From the academic year 2020-21 institute applied rubrics evaluation system for transparent internal and external evaluations and it is successfully getting implemented in academic year 2021-22.
- As per proposal in academic year 2020-21 MBA (ABM/Entrepreneurship)) programme is introduced with intake of 60 and 100% admissions are filled in academic year 2021-22 and 2022-23.
- To enhance learning capabilities institute continue ICT tools. As per previous year college are continuing industrial training/internship/lectures.
- Institute forms community support cell to facilitate

nearby community by providing infrastructure of institute for various examinations.

- Institute has applied for 2(F).

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://coem.ac.in/Naac/perspective_plan
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:**
- **Financial assistance up to Rs 5000 per semester per faculty member is provided for research and development, attending FDP etc.**

- **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:**

1. **A dedicated reading room equipped with Wi-Fi enabled computers and printer facilities is available in the library to access e- resources.**
2. **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

19

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

7

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

41

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/Academic/report_format
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](#)

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](#)

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 requirements and Principal compiles same and prepare the budget. The CDC approves budgets and forwards it to the Managing Council of the K.C.E. Society for final 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 maintenance of academic facilities.**

To ensure the effective, transparent and fair utilization of the resources, the accounts of the Institute are audited bystatutory auditors.

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

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 of the institute works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. It plays a vital role in maintaining and

enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The IQAC meets every after four months to plan, direct, and evaluate the teaching, research, and other processes in the institute.

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 this academic year too. The efforts are directed to use the information to improve the mentorship and feedback processes.

2. Enrichment in student centric activities through virtual mode.

COEM focused on regular and timely conduction of all academic activities 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-

- For the effective implementation of all academic

activities, they are regularly monitored by HOD and Principal. The review of syllabus status all faculty member is taken at the mid and end of semester. The suggestions are given time to time to improve the quality of teaching.

- In every academic year, two internal academic audits were conducted to enhance the quality of academic process. In AY 2021-22 internal academic audit I is conducted on 15.11.2021 to 17.11.2021 and Internal academic audit-II conducted during 06.06.2022 to 11.06.2022

- Faulty members are motivated to increase the participation in conferences, workshops and research publications to keep pace with fast-changing world. It ultimately benefits students to increase the awareness about current industrial trends.

- To bring transparency in internal evaluation, institute implemented rubrics for all continuous assessment from the A.Y 2020-21. The same practice is continued in AY 2021-22.

- Capacity building program like certificate courses, value added programs and bridge courses on soft-skills, entrepreneurship are regularly arranged for 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	https://coem.ac.in/Implinks/annual_reports
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

In KCES's COEM 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.

1. Safety and Security:

Security guard is available 24x7 in the premises of Institute, CCTV surveillance throughout the campus.

2. Counseling:

The counseling 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.

3. Common Room:

The Institute 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/aqar_links/aqar_20 21_22/7.1.1a.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/aqar_links/aqar_20 21_22/7.1.1b.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 Institute through the following waste management methods. Waste management is for environmental protection, human health protection and aesthetic concerns.

1. 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.

2. 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.

3. E-waste management:

E-Waste are computer, electrical, electronic equipment's 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	[View File](#)

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	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
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	C. Any 2 of the above

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

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

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).

The institution believes in equality of all cultures and traditionswithout any discrimination. 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.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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.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	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.1.9a.pdf
Any other relevant information	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.1.9b.pdf

7.1.10 - The Institution has a prescribed	**A. All of the above**

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

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	View File

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.

1. 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.

2. 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

3. 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 to benefit society are arranged on this occasion.

4. 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.

5. 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	View File

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. Innovative mentorship

- Record keeping through mentor's diary- Institute implements mentor's diary which contains the mentorship, academic, curricular, co-curricular and extracurricular activities records.Guardians refer it and the record of their visits is also maintained in the diary.
- Alumni as a mentor for III/IV year students for placement/soft skill development-Nominated mentor alumni guides students on recent industrial trends, technologies, also discuss the placement opportunities in particular fields.
- Regular mentorship activities
- Feedback, its analysis and Action Taken Report (ATR) - Students' representatives are nominated and feedback is obtained from all the representatives on various academic and other issues once in a month.The online feedback is collected at the end of each semester,analysed and

corrective measures are taken.

2. Innovative teaching learning process/ Reforms in teaching learning process

- Virtual expertise -Activities under NPTEL, Spoken tutorial IIT Bombay,Virtual Lab, CDEEP centre.
- Use of ICT tools/ online platforms - Use of flipped classroom, ICT tools etc for interactive teaching and learningapproach, ICT repository on website andavailable to all students.
- Feedback system
- Bridge courses, finishing schools, value added course.
- Remedial Classess - For slow learner
- Transparent continuous evaluation - Rubrics for all types of internal/continuous evaluation
- Academic calendar

File Description	Documents
Best practices in the Institutional website	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.2.1a.pdf
Any other relevant information	https://coem.ac.in/pdf/aqar_links/aqar_2021_22/7.2.1b.pdf

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

Community support cell - This institute has constituted the community support cell from the academic year 2018-19 with the objective of rendering the services, technical expertise and infrastructural facilities to the needy people of the nearby community for the benefit or overall development of the surrounding society. This institute is located at the heart of Jalgaon city and very easily accessible to people of nearby villages. Therefore, infrastructural facilities available in the institute are made available to various Social/Non-Government Organisation on holiday for various community support/spiritual activities, centralized admission process, various competitive/entrance examination, etc. Following

activities are being undertaken by this cell.

- Social services for nearby rural/ slum areas – Cleanliness drive, tree plantation, blood donation camp, grain/cloth donation campaign, etc
- Training programs for various community groups - Computer training, soft skill training, cyber security seminars etc
- Online examination, admission processes
- Implementation of Unnat Bharat and Unnat Maharashtra Abhiyan.
- Digital and technical awareness programs like project/model competition etc are organised for the students of nearby schools/villages. Students of rural area are focused.
- Career counselling/awareness, environment protection programs are being organised for the students of nearby schools/villages.
- Online and offline add-on courses for skill development and enhanced employability

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year (2022-23)

- Organise more value added/bridge courses, remedial classes, finishing schools to improve result and employability.
- Enhance students learning facilities and develop ICT enabled teaching resources.
- Continuous updradation of internal continuous evaluation system for transparent and robust evaluation.
- Enhance sports and other facilities for extra-curricular activities
- Motivate faculty members for qualification up gradation, publications, patents etc.
- Organise FDP/STTP/CEP and motivate faculty members to attend at least 2 weeks training programs.
- Start 1-2 need based diploma/UG/PG programs in engineering and management.

- Promote industrial training/ internship/lectures, industry sponsored projects etc
- Promotion of MoU with industry and other organisations for the benefit of students and society.
- Promote testing and consultancy.
- Set up University approved research centre.
- Develop Community Support Cell to facilitate the nearby community.
- Continue the existing practise of rganising activities/programs on gender equity, students' harmony against various diversities, envirnoment awareness/protection,national and international commemorative days,etc.
- Peer team visit for second cycle of NAAC accreditation.
- Build additional area and upgrade and face lifting of existing infrastructure.
- To obtain 2(F) from UGC, New Delhi.
- Improve training and placement activities with improved placement opportunities.
- Start preperation for implementing NEP 2020.