

# SECTION –11

## QUALITY ASSURANCE AND ACCREDITATION

# SECTION –11.1

## INTERNAL QUALITY ASSURANCE CELL (IQAC)



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Academic Year 2023-24**

Thursday, July 13, 2023

The following members are nominated for the academic year 2023-24:

<b>Chairperson</b>
Dr. D. V. RAMAMURTHY, Principal
<b>A few senior administrative officers</b>
Dr. K. SREELATHA, HOD, HBS
Sri. T.D.V.A. NAIDU, HOD, ECE
Dr. G. VENU MADHAV RAO, HOD, CSE
Smt. L. SATYAVATHI, Librarian
Sri J. MAHESWARA RAO, Warden-Boys Hostel
Smt. M. SATYAVENI, Warden-Girls Hostel
<b>Three to eight teachers:</b>
Mrs. M. BHARGAVI, Asst. Prof, Dept of Civil Engg.
Mr. P. KARUNAKAR, Asst. Prof, Dept of EEE
Smt. V. SIRISHA, Asst. Prof, Dept of ECE
Mr. T. ANJI KUMAR, Asst. Prof, Dept of CSE
<b>One or two members from the Management:</b>
Prof. M. SASHIBHUSHANA RAO, Director
<b>One / Two nominees from local society, Students and Alumni</b>
Mr. G. PRASANTH (Alumni)
<b>One / two nominees from Employers / Industrialists / Stakeholders</b>
Sri. S. VENKATESWARA RAO, CMD, ANKISOLAR LLP, Gautham Nagar, Vepagunta, Visakhapatnam.
<b>One of the teachers as the Coordinator of IQAC</b>
Smt. CH. VENKATA LAKSHMI, Associate Professor, Dept. of Mechanical Engg.

**PRINCIPAL**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Academic Year 2024-25**

Thursday, June 13, 2024

The following members are nominated for the academic year 2024-25:

<b>Chairperson</b>
Dr. D. V. RAMAMURTHY, Principal
<b>A few senior administrative officers</b>
Dr. K. SREELATHA, HOD, HBS
Dr. T.D.V.A. NAIDU, HOD, ECE
Dr. G. VENU MADHAV RAO, HOD, CSE
Dr. L. SATYAVATHI, Librarian
Sri J. MAHESWARA RAO, Warden-Boys Hostel
Smt. M. SATYAVENI, Warden-Girls Hostel
<b>Three to eight teachers:</b>
Mrs. M. BHARGAVI, Asst. Prof, Dept of Civil Engg.
Mr. P. KARUNAKAR, Asst. Prof, Dept of EEE
Smt. V. SIRISHA, Asst. Prof, Dept of ECE
Mr. T. ANJI KUMAR, Asst. Prof, Dept of CSE
<b>One or two members from the Management:</b>
Prof. M. SASHIBHUSHANA RAO, Director
<b>One / Two nominees from local society, Students and Alumni</b>
Mr. G. PRASANTH (Alumni)
<b>One / two nominees from Employers / Industrialists / Stakeholders</b>
Sri. S. VENKATESWARA RAO, CMD, ANKISOLAR LLP, Gautham Nagar, Vepagunta, Visakhapatnam.
<b>One of the teachers as the Coordinator of IQAC</b>
Smt. CH. VENKATA LAKSHMI, Associate Professor, Dept. of Mechanical Engg.

**PRINCIPAL**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Academic Year 2025-26**

Tuesday, June 16, 2025

The following members are nominated for the academic year 2025-26:

<b>Chairperson</b>
Dr. D. V. RAMAMURTHY, Principal
<b>A few senior administrative officers</b>
Dr. K. SREELATHA, HOD, HBS
Dr. T.D.V.A. NAIDU, HOD, ECE
Dr. G. VENU MADHAV RAO, HOD, CSE
Dr. L. SATYAVATHI, Librarian
Sri J. MAHESWARA RAO, Warden-Boys Hostel
Smt. M. SATYAVENI, Warden-Girls Hostel
<b>Three to eight teachers:</b>
Mrs. M. BHARGAVI, Asst. Prof, Dept of Civil Engg.
Mr. P. KARUNAKAR, Asst. Prof, Dept of EEE
Smt. V. SIRISHA, Asst. Prof, Dept of ECE
Mr. T. ANJI KUMAR, Asst. Prof, Dept of CSE
<b>One or two members from the Management:</b>
Prof. M. SASHIBHUSHANA RAO, Director
<b>One / Two nominees from local society, Students and Alumni</b>
Mr. G. PRASANTH (Alumni)
<b>One / two nominees from Employers / Industrialists / Stakeholders</b>
Sri. S. VENKATESWARA RAO, CMD, ANKISOLAR LLP, Gautham Nagar, Vepagunta, Visakhapatnam.
<b>One of the teachers as the Coordinator of IQAC</b>
Smt. CH. VENKATA LAKSHMI, Associate Professor, Dept. of Mechanical Engg.

**PRINCIPAL**

# SECTION –11.3

## NIRF/STATE RANKINGS



**National Institutional Ranking Framework**  
Ministry of Human Resource Development  
Government of India



## Welcome to Data Capturing System: ENGINEERING

**Institute ID:** IR-1-E-E-C-51716

**Institute Name:** SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMNET

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### Full Report

#### Sanctioned (Approved) Intake

Academic Year	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
UG [4 Years Program(s)]	360	360	360	360	---	---
PG [2 Years Program(s)]	18	18	---	---	---	---

#### Total Actual Student Strength (Program(s) Offered by Your Institution)

(All programs of all years)	No. of Male Students	No. of Female Students	Total Students	Within State (Including male & female)	Outside State (Including male & female)	Outside Country (Including male & female)	Economically Backward (Including male & female)	Socially Challenged (SC+ST+OBC Including male & female)	No. of students receiving Freeships / Scholarships from the State and Central Government	No. of students receiving Freeships / Scholarships from Institution Funds	No. of students receiving Freeships / Scholarships from the Private Bodies	No. of students who are not receiving any Freeships / Scholarships
UG [4 Years Program(s)]	437	244	681	670	11	0	85	451	465	0	0	71
PG [2 Years Program(s)]	3	2	5	5	0	0	2	2	2	0	0	2

## Placement & Higher Studies

UG [4 Years Program(s)]: Placement & higher studies for previous 3 years									
Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students admitted through Lateral entry	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates (Amount in Rs.)	No. of students selected for Higher Studies
(2011-12)	360	160	(2012-13)	54	(2014-15)	214	152	800000 (eight lakhs)	42
(2012-13)	360	124	(2013-14)	36	(2015-16)	98	62	700000 (seven lakhs)	20
(2013-14)	360	83	(2014-15)	40	(2016-17)	70	52	700000 (seven lakhs)	14

PG [2 Years Program(s)]: Placement & higher studies for previous 3 years							
Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates (Amount in Rs.)	No. of students selected for Higher Studies
(2013-14)	18	4	(2014-15)	2	2	900000 (nine lakhs)	0
(2014-15)	18	2	(2015-16)	1	1	900000 (nine lakhs)	0
(2015-16)	18	4	(2016-17)	2	1	800000 (eight lakhs)	1

## Ph.D Student Details

Ph.D (Student pursuing doctoral program till 2016-17; Students admitted in the academic year 2017-18 should no be entered here).	
	Total Students
Full Time	0
Part Time	0

No. of Ph.D students graduated (including Integrated Ph.D)			
	2016-17	2015-16	2014-15
Full Time	0	0	0
Part Time	0	0	0

## Financial Resources: Utilised Amount for the Capital &amp; Operational expenditure for previous 3 years

Financial Year	2016-17	2015-16	2014-15
	Utilised Amount	Utilised Amount	Utilised Amount
<b>Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)</b>			
Library	1135235 (ELEVEN LAKHS THIRTY FIVE THOUSAND TWO HUNDEREDTHIRTY FIVE)	946100 (NINE LAKHS FORTY SIX THOUSAND ONE HUNDERED)	845900 (EIGHT LAKHS FORTY FIVE THOUSAND NINE HUNDERED)
New Equipment for Laboratories	1385500 (THIRTEEN LAKHS EIGHTY FIVE THOUSAND FIVE HUNDERED )	1245500 (TWELEVE LAKHS FORTY FIVE THOUSAND FIVE HUNDERD)	1098545 (TEN LAKHS NINETY EIGHT THOUSAND FIVE HUNDERED FORTY FIVE )
Engineering Workshops	298450 (TWO LAKHS NINETY EIGHT THOUSAND FOUR HUNDERED FIFTY)	284560 (TWO LAKHS EIGHTY FOUR THOUSAND FIVE HUNDERED SIXTY)	295860 (TWO LAKHS NINETY FIVE THOUSAND EIGHT HUNDERED SIXTY)
Studios	395742 (THREE LAKHS NINETY FIVE THOUSAND SEVEN HUNDERED FORTY TWO)	375842 (THREE LAKHS SEVENTY FIVE THOUSAND EIGHT HUNDERED FORTY TWO)	225425 (TWO LAKHS TWENTY FIVE THOUSAND FOUR HUNDERED TWENTY FIVE)
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	1574576 (FIFTEEN LAKHS SEVENTY FOUR THOUSAND FIVE HUNDERED SEVENTY SIX)	1378545 (THIRTEEN LAKHS SEVENTY EIGHT THOUSAND FIVE HUNDERED FORTY FIVE)	1210683 (TWELEVE LAKHS TWN THOUSAND SIX HUNDERED EIGHTY THREE)
<b>Annual Operational Expenditure</b>			
Salaries (Teaching and Non Teaching staff)	20868420 (TWO CRORES EIGHT LAKHS SIXTY EIGHT THOUSAND FOUR HUNDERED TWENTY )	18709602 (ONE CRORE EIGHTY SEVEN LAKHS NINE THOUSAND SIX HUNDERED TWO)	15942020 (ONE CRORE FIFTY NINE LAKHS FORTY TWO THOUSAND TWENTY)
Maintenance of Academic Infrastructure or consumables, other running expenditures etc. (excluding maintenance of hostels and allied services)	2345142 (TWENTY THREE LAKHS FORTY FIVE THOUSAND ONE HUNDERED FORTY TWO)	2245182 (TWENTY TWO LAKHS FORTY FIVE THOUSAND ONE HUNDERED EIGHTY TWO)	2045400 (TWENTY LAKHS FORTY FIVE THOUSAND FOUR HUNDERED)

Financial Year	2016-17	2015-16	2014-15
	Utilised Amount	Utilised Amount	Utilised Amount
Seminars/Conferences/Workshops	875627 (EIGHT LAKHS SEVENTY FIVE THOUSAND SIX HUNDERED TWENTY SEVEN)	658435 (SIX LAKHS FIFTY EIGHT THOUSAND FOUR HUNDERED THIRTY FIVE)	978644 (NINE LAKHS SEVENTY EIGHT THOUSAND SIX HUNDERED FORTY FOUR)

### Earning From Patents(IPR)

Financial Year	2016-17	2015-16	2014-15
Earning From Patents (Amount in Rupees)	0	0	0
Enter Amount in Words	ZERO	ZERO	ZERO

### Sponsored Research Details

Financial Year	2016-17	2015-16	2014-15
Total no. of Sponsored Projects	0	0	0
Total no. of Funding Agencies	0	0	0
Total Amount Received (Amount in Rupees)	0	0	0
Amount Received in Words	Zero	Zero	Zero

### Consultancy Project Details

Financial Year	2016-17	2015-16	2014-15
Total no. of Consultancy Projects	0	0	0
Total no. of Client Organizations	0	0	0
Total Amount Received (Amount in Rupees)	0	0	0
Amount Received in Words	Zero	Zero	Zero

### PCS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, in all the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	Yes, in all the buildings
3. Do your institution buildings have specially designed toilets for handicapped students?	Yes, in all the buildings

### Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (In Months)	Is Associated Last Year	Currently working with institution?	Joining Date	Leaving Date	Association type
1	A K OUSHIK	29	Assistant Professor	Male	M.Tech	68	Yes	Yes	04-06-2012	---	Regular
2	A S B PRASAD	49	Associate Professor	Male	M.Sc.	121	Yes	Yes	10-07-2014	---	Regular

3	A SHIVA	25	Assistant Professor	Male	M.Tech	30	No	Yes	13-06-2017	---	Regular
4	A V RAMA KRISHNA	26	Assistant Professor	Male	M.Tech	18	Yes	Yes	23-05-2015	---	Regular
5	AKASH KUMAR GUPTA	27	Assistant Professor	Male	M.Tech	40	Yes	Yes	01-07-2014	---	Regular
6	ARUNA KUMARI NELLA	31	Assistant Professor	Female	M.Tech	48	Yes	No	21-11-2012	06-04-2016	Regular
7	B JAGADISH	36	Associate Professor	Male	M.Tech	36	No	No	10-04-2014	19-11-2015	Visiting
8	B KIRAN KUMAR	34	Assistant Professor	Male	M.Tech	52	No	No	01-08-2014	20-10-2015	Regular
9	B RAVI KUMAR	31	Assistant Professor	Male	M.Sc.	54	Yes	No	06-10-2011	17-03-2016	Regular
10	B V LAVANYA	27	Lecturer	Female	M.Tech	12	No	No	16-07-2014	26-11-2014	Regular
11	B V R GUPTA	58	Professor	Male	Ph.D	110	No	No	07-09-2011	26-06-2013	Regular
12	B V SHARMA	63	Professor	Male	Ph.D	180	Yes	Yes	06-06-2013	---	Visiting
13	B VAMSI KRISHNA	35	Assistant Professor	Male	M.Tech	103	Yes	Yes	02-07-2016	---	Regular
14	B VASUDEVA	26	Assistant Professor	Male	M.Tech	11	No	Yes	01-04-2017	---	Regular
15	BALA DIVYA POTNURU	27	Assistant Professor	Female	B.Tech	24	No	No	08-02-2013	23-12-2015	Regular

16	CH ALEKHYA	30	Assistant Professor	Female	M.A	42	No	No	12-10-2012	25-11-2015	Regular
17	CH BINDUMADAVI	33	Assistant Professor	Female	M.Tech	32	No	No	17-08-2011	05-11-2014	Regular
18	CH CHANDRA MOULI	35	Assistant Professor	Male	M.Tech	48	No	No	02-10-2013	11-03-2015	Regular
19	CH GANESH	32	Assistant Professor	Male	M.Tech	36	No	Yes	19-06-2017	---	Regular
20	CH HIMAGIREESH	31	Assistant Professor	Male	M.Tech	36	No	No	29-11-2012	30-11-2014	Regular
21	CH MOHAN KRISHNA	34	Assistant Professor	Male	M.Tech	100	Yes	Yes	20-06-2016	---	Regular
22	D AVINASH	27	Assistant Professor	Male	M.Tech	23	Yes	Yes	03-12-2015	---	Regular
23	D J TATAJI	32	Assistant Professor	Male	M.Tech	46	Yes	Yes	07-07-2014	---	Regular
24	D SANYASI RAO	65	Professor	Male	Ph.D	410	Yes	Yes	05-08-2011	---	Regular
25	D SRINIVASA RAO	28	Assistant Professor	Male	M.Tech	62	Yes	Yes	02-11-2014	---	Regular
26	D SURESH	26	Assistant Professor	Male	MBA	48	No	Yes	08-12-2014	---	Regular
27	D V APPALA NAIDU TELU	36	Associate Professor	Male	M.Tech	136	Yes	Yes	09-12-2011	---	Regular
28	D VASANTHA VICHIKALA	40	Assistant Professor	Female	M.Sc.	203	Yes	Yes	05-07-2012	---	Regular

29	D VENKANNA	35	Assistant Professor	Male	M.Tech	48	No	No	19-06-2012	19-11-2014	Regular
30	D VIJAYA LATHA DEVI	39	Assistant Professor	Female	M.Tech	32	No	No	07-11-2012	06-02-2014	Regular
31	DR MADHUSUDHANA CHARYULU	38	Associate Professor	Male	Ph.D	80	No	Yes	01-08-2016	---	Regular
32	G RAVI TEJA	28	Assistant Professor	Male	M.Tech	58	Yes	Yes	06-06-2013	---	Regular
33	G SASHIBHUSANA RAO	60	Lecturer	Male	B.Tech	298	Yes	Yes	08-08-2011	---	Regular
34	G SATYA NARAYANA	48	Assistant Professor	Male	M.Tech	48	No	No	04-02-2014	22-09-2015	Regular
35	G SREEDEVI	44	Assistant Professor	Female	M.A	142	Yes	Yes	12-08-2015	---	Regular
36	G SRI DEVI	44	Assistant Professor	Female	M.A	82	No	Yes	06-02-2015	---	Regular
37	G SRICHANDANA	33	Assistant Professor	Female	M. Phil	133	Yes	Yes	18-11-2011	---	Regular
38	G TIRUPATHI RAO	30	Assistant Professor	Male	M.Tech	58	Yes	Yes	06-07-2017	---	Regular
39	G TIRUPATI NAIDU	32	Assistant Professor	Male	M.Tech	100	Yes	Yes	07-07-2014	---	Regular
40	G VIJAY VARMA	26	Assistant Professor	Male	M.Tech	13	No	Yes	02-11-2016	---	Regular
41	GUTLA PRADEEP	27	Assistant Professor	Male	M.Tech	34	Yes	Yes	01-08-2015	---	Regular

42	INDIRA DEVI GEDELA	29	Assistant Professor	Female	M.Tech	82	Yes	Yes	06-06-2013	---	Regular
43	J MAHESWARA RAO	32	Assistant Professor	Male	MP.Ed.	72	Yes	Yes	05-03-2013	---	Regular
44	J NARASAYYA	62	Professor	Male	Ph.D	120	No	No	01-11-2012	19-11-2014	Visiting
45	J SUMA SREE	33	Assistant Professor	Female	M.Tech	26	No	No	02-02-2012	12-11-2014	Visiting
46	K A R CHANDRA MOULI	30	Assistant Professor	Male	M.Tech	22	No	No	13-06-2012	13-02-2014	Regular
47	K CHANDRA KALA	32	Assistant Professor	Female	M.Tech	48	Yes	No	23-11-2013	09-08-2016	Regular
48	K L Y LALITHA	47	Assistant Professor	Female	M.Sc.	60	No	No	13-09-2012	30-11-2014	Regular
49	K SREELATHA	35	Associate Professor	Female	Ph.D	121	Yes	Yes	02-01-2013	---	Regular
50	K SWAROOPA	29	Assistant Professor	Female	M.Tech	44	Yes	No	17-08-2011	12-11-2014	Regular
51	k yasoda krishna	35	Assistant Professor	Male	M.Tech	76	Yes	Yes	07-09-2015	---	Regular
52	L KASI NAIDU	34	Assistant Professor	Male	M.Tech	86	No	Yes	07-06-2017	---	Regular
53	L SATYAVATHI	40	Assistant Professor	Female	M.LISc	121	Yes	Yes	14-04-2011	---	Regular
54	M ARCHANA	27	Assistant Professor	Female	M.Tech	17	Yes	Yes	12-05-2016	---	Regular

55	M BHARGAVI	24	Assistant Professor	Female	M.Tech	30	Yes	Yes	10-07-2015	---	Regular
56	M HEMA	38	Assistant Professor	Female	M.Tech	58	No	No	11-07-2012	27-11-2014	Regular
57	M PADMAJA	27	Assistant Professor	Female	M.Tech	27	Yes	Yes	04-07-2016	---	Regular
58	M S R REDDY	65	Professor	Male	Ph.D	120	No	No	02-08-2012	24-07-2014	Regular
59	M SANTHOSH	27	Assistant Professor	Male	M.Tech	28	Yes	Yes	18-11-2015	---	Regular
60	M SWATHI	30	Assistant Professor	Female	M.Tech	50	Yes	Yes	01-08-2015	---	Regular
61	M VARA LAKSHMI	29	Assistant Professor	Female	M.Sc.	73	Yes	Yes	12-08-2015	---	Regular
62	madhusudana charyulu	38	Associate Professor	Female	Ph.D	118	No	Yes	27-06-2016	---	Regular
63	MATURU PRADEEP	35	Assistant Professor	Male	M.Tech	150	Yes	Yes	12-12-2012	---	Regular
64	N KRISHNA	34	Assistant Professor	Male	M.Tech	95	No	Yes	19-06-2017	---	Regular
65	NAGA SATYA SAILAJA	36	Assistant Professor	Female	M.Tech	36	No	No	01-08-2013	18-03-2015	Regular
66	NAGA SIREESHA VADLAMANI	28	Assistant Professor	Female	M.Tech	72	Yes	Yes	21-03-2013	---	Regular
67	NAKELLA RAMESH	32	Assistant Professor	Male	M.Tech	52	Yes	Yes	06-06-2013	---	Regular

68	NIHAR RANJAN PANDA	37	Assistant Professor	Male	M.Tech	190	Yes	Yes	22-06-2016	---	Regular
69	NIRMALA SUNADARI	34	Assistant Professor	Female	M.Tech	32	No	No	01-08-2012	19-11-2013	Regular
70	P KARUNAKAR	29	Assistant Professor	Male	M.Tech	58	Yes	Yes	02-06-2013	---	Regular
71	P LAKSHMANA RAO	42	Assistant Professor	Male	MBA	91	No	Yes	02-01-2017	---	Regular
72	P MALLESWARA RAO	57	Professor	Male	Ph.D	60	No	No	13-08-2013	20-08-2014	Regular
73	P N S SAILAJA	36	Assistant Professor	Female	M.Tech	90	Yes	Yes	01-08-2014	---	Regular
74	P PHANI KIRAN	31	Assistant Professor	Male	M.Tech	30	No	No	21-03-2013	17-06-2015	Regular
75	P RAMU NAIDU	33	Assistant Professor	Male	M.Sc. (Biochemistry)	94	Yes	Yes	09-08-2011	---	Regular
76	P RAVI SEKHAR	31	Assistant Professor	Male	M.Tech	24	No	No	12-03-2014	30-11-2014	Regular
77	P S H S LAKSHMI	28	Assistant Professor	Female	M.Tech	58	Yes	Yes	14-11-2012	---	Regular
78	P SASHIBHUSHAN RAO	29	Assistant Professor	Male	M.Tech	49	Yes	Yes	06-06-2013	---	Regular
79	P SHYAM KUMAR	28	Assistant Professor	Male	M.Tech	68	Yes	Yes	08-01-2015	---	Regular
80	P SRINIVASA RAO	48	Professor	Male	Ph.D	122	No	No	14-03-2013	13-03-2014	Regular

81	P SUMANJALI	26	Assistant Professor	Female	M.Tech	40	Yes	Yes	02-07-2014	---	Regular
82	P SUNITHA RAO	32	Assistant Professor	Female	M.Tech	20	No	No	16-08-2011	26-06-2013	Regular
83	P SWATHI PRIYA	24	Lecturer	Female	B.Tech	42	Yes	Yes	02-07-2014	---	Regular
84	R ESWAR REDDY	24	Assistant Professor	Male	M.Tech	18	Yes	Yes	14-05-2015	---	Regular
85	R NAGA LAKSHMI	33	Assistant Professor	Female	M.Tech	48	No	No	05-09-2012	30-09-2014	Regular
86	R VENU BABU	34	Assistant Professor	Male	M.Tech	120	Yes	Yes	08-08-2011	---	Regular
87	S HARIKRISHNA	31	Assistant Professor	Male	M.Tech	36	No	No	15-08-2012	26-11-2014	Regular
88	S PRASANTH	24	Assistant Professor	Male	M.Tech	12	No	Yes	22-06-2017	---	Regular
89	S SANTHOSH	27	Assistant Professor	Male	M.Tech	26	No	No	02-06-2015	23-03-2016	Regular
90	SASHIBHUSHANA RAO MAJJI	51	Associate Professor	Male	MBA	288	Yes	Yes	02-08-2011	---	Regular
91	SIRISHA VELAGA	37	Assistant Professor	Female	M.Tech	100	Yes	Yes	20-06-2013	---	Regular
92	SRINIVASA RAO DEVISETTY	53	Dean / Principal / Director / Vice Chancellor	Male	Ph.D	322	Yes	Yes	20-02-2014	---	Regular
93	T ANJI KUMAR	28	Assistant Professor	Male	M.Tech	62	Yes	Yes	04-06-2012	---	Regular

94	T DEVI	27	Assistant Professor	Female	M.Sc.	26	No	Yes	18-08-2016	---	Regular
95	T VENKATESH	28	Assistant Professor	Male	M.Tech	46	Yes	Yes	01-08-2015	---	Regular
96	U SANTHOSH KUMAR	25	Assistant Professor	Male	M.Tech	8	No	Yes	09-06-2017	---	Regular
97	U SIRISHA	31	Assistant Professor	Female	M.Tech	81	Yes	Yes	05-12-2012	---	Regular
98	UMA CHAITANYA CHEBATTINA	31	Assistant Professor	Female	M.Tech	82	Yes	Yes	16-09-2013	---	Regular
99	UMA MAHESWARI	25	Assistant Professor	Female	M.Tech	42	No	No	12-03-2015	19-07-2016	Regular
100	V RAJ SEKHAR	28	Assistant Professor	Male	M.Tech	30	No	Yes	01-08-2017	---	Regular
101	V SURYANA MURTHY	46	Lecturer	Male	B.Tech	82	Yes	Yes	05-12-2015	---	Regular
102	V V R L SASTRY	51	Assistant Professor	Male	M.Tech	120	No	Yes	12-06-2017	---	Regular
103	VENKATA KRISHNA MOHAN MANGU	28	Assistant Professor	Male	M.Tech	52	Yes	Yes	06-06-2013	---	Regular
104	VENKATA LAKSHMI CHELAPAKA	38	Associate Professor	Female	M.Tech	154	Yes	Yes	18-08-2011	---	Regular
105	VENKATA MURALI PRASAD CH	38	Assistant Professor	Male	M.Tech	182	Yes	Yes	02-07-2013	---	Regular
106	Y KRUPANANDHAM	32	Assistant Professor	Male	M.A	73	Yes	Yes	14-08-2015	---	Regular

107	Y MAHENDRA	24	Assistant Professor	Male	M.Tech	23	No	Yes	14-08-2017	---	Regular
108	Y SANTHOSH	29	Assistant Professor	Male	M.Tech	32	No	No	10-10-2012	07-10-2015	Regular
109	Y SHANUMUKHA	33	Assistant Professor	Male	M.Tech	14	No	No	15-10-2013	19-11-2014	Regular
110	Y SURESH	27	Assistant Professor	Male	M.Tech	32	No	Yes	22-06-2017	---	Regular

---

# SECTION –11.4

# ACADEMIC AND ADMINISTRATIVE AUDIT



# SITAM



**SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT**

**EAMCET CODE: SGVP**

ACCREDITED BY NAAC, RECOGNISED UNDER 2(F) AND 12 (B) OF UGC  
APPROVED BY AICTE, NEW DELHI,  
(PERMANENTLY AFFILIATED TO JNTU-GV, RECOGNISED BY SBTET, GOVERNMENT OF A.P.)

**JNTU - GV CODE: B6**

**Date:13-04-2025**

## OFFICE ORDER

The **ACADEMIC AND ADMINISTRATIVE AUDIT COMMITTEE** is constituted with the following members. The members are directed to execute the following responsibilities.

- ✓ Evaluate teaching-learning processes, curriculum delivery, lesson plans, assessment methods, and compliance with university/AICTE/NAAC norms.
- ✓ Examine faculty qualifications, workload, research output, FDP participation, mentoring activities, and suggest improvements.
- ✓ Audit administrative procedures such as admissions, timetables, attendance monitoring, office functioning, and documentation practices.
- ✓ Review availability and quality of mentoring, counselling, placement support, remedial classes, internships, and student grievance redressal.
- ✓ Check laboratories, equipment usage, library resources, ICT facilities, classrooms, and maintenance records for adequacy and effectiveness.
- ✓ Verify functioning of departmental committees, execution of academic policies, strategic plans, and alignment with institutional vision/mission.
- ✓ Validate proper documentation of academic activities, attendance registers, course files, internal assessment records, and NAAC/NBA-related data.
- ✓ Provide a detailed audit report highlighting strengths, weaknesses, gaps, and actionable suggestions for continuous improvement and accreditation readiness.

Needless to say, the members of this committee need to work in close association and coordination with the members of other committees to avoid any conflicts of time and space.

YEAR	Committee	Member designation	Member
2025-26	<b>Academic and Administrative Audit Committee</b>	PRINCIPAL	Dr. D.V. RAMAMURTHY
		HOD, CIV	Dr. G. RAVI KISHORE
		HOD, EEE	Dr. Y. NARENDRA
		HOD, MEC	Smt. CH. VENKATA LAKSHMI
		HOD, ECE	Dr. T.D.V.A.NAIDU
		HOD, CSE	Dr. G. VENUMADHAVA RAO
		HOD, HBS	Dr. K. SREE LATHA
		HOD, ADS	Dr. D. RADHA
		HOD, DMS	Dr. S. VAROODHINI

Signature of SPOC, IQAC

Signature of the Principal

NEAR RTO OFFICE, GAJULAREGA, VIZIANAGARAM - 535003, ANDHRA PRADESH, INDIA

☎ 96767 88811/55, 08922-234775/9



**INTERNAL QUALITY ASSURANCE CELL**  
**SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT, VIZIANAGARAM**

Gajularega, Vizianagaram - 535 002, ANDHRA PRADESH, INDIA

NAAC Accredited, Approved by AICTE, New Delhi; Permanently Affiliated to JNTUGV,  
Vizianagaram

Mobile: 9676788855 sitam@sitam.co.in www.sitam.co.in principal@sitam.co.in

**Wednesday, 03 December 2025**

DEPARTMENT OF \_\_\_\_\_  
ACADEMIC YEAR \_\_\_\_\_

Did you see the nominal rolls maintained in the department?  Yes  No

How many students are on the nominal rolls?

I year	II year	III year	IV year

Did you verify that each student is assigned a mentor?  Yes  No

How many counselling books are maintained in the department?

I year	II year	III year	IV year

The following faculty members are NOT maintaining the counselling books.


Is the phone-log properly reflected in the counselling book?  Yes  No

Is the phone number of parent of each student available?  Yes  No  Some

Are the addresses of all students reflected in Counselling book?  Yes  No

Are the address details/phone numbers available in ECAP?  Yes  No

Are HoD's signatures available in counselling book?  Yes  No

Is there a list of frequent absentees in the department?  Yes  No

Is there a file by name "Result Analysis" in the department?  Yes  No

Is the "Result Analysis" file up-to-date?  Yes  No

When was the last time that the mentors of the department made a call to the parent?



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NAAC Accredited, Approved by AICTE, New Delhi; Permanently Affiliated to JNTUGV,  
Vizianagaram

Mobile: 9676788855 sitam@sitam.co.in www.sitam.co.in principal@sitam.co.in

How many laboratories are in the department?

Does each lab have a stock ledger?  Yes  No

Are all the items in the lab properly entered into the stock ledgers?  Yes  No

The following deviations are found in the stock ledger:


Are "history cards" maintained for equipment in the department?  Yes  No

When was the last time the equipment in the department serviced?

When was the last time the equipment in the department calibrated?

How many teachers are in the department?

How many teachers have contact hours/week outside the range  $21 \pm 3$ ?

Are individual time-tables given to each teacher?  Yes  No

Are class-time-tables displayed at class-rooms?  Yes  No

Are laboratory time-tables displayed at each lab?  Yes  No

How many are the total publications of teachers in the department?



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Vizianagaram

Mobile: 9676788855 sitam@sitam.co.in www.sitam.co.in principal@sitam.co.in

How many teachers undertook consultancy work?

What is the total rupee value of the consultancy work?

How many teachers appeared for exams of NPTEL courses?

The following teachers have not registered for NPTEL courses nor did they appear for NPTEL examinations:


The following teachers are actively involved in various institutional committees:

S.No	Name of the teacher	Committee in which teacher is member

Sign of auditing member	Sign of IQAC, SPOC	Sign of Principal
Sign of H.O.D.	Sign of audit facilitator	Sign of audit facilitator

# SECTION –11.5

## ANNUAL QUALITY ASSURANCE REPORTS (AQAR)



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1.Name of the Institution

SATYA INSTITUTE OF TECHNOLOGY AND  
MANAGEMENT

- Name of the Head of the institution **Dr. DWIVEDULA VENKATA RAMAMURTHY**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **9885219988**
- Mobile no **9676788855**
- Registered e-mail **sitam.director@gmail.com**
- Alternate e-mail **principal@sitam.co.in**
- Address **GAJULAREGA, VIZIANAGARAM**
- City/Town **VIZIANAGARAM**
- State/UT **ANDHRA PRADESH**
- Pin Code **535002**

##### 2.Institutional status

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, KAKINADA**
- Name of the IQAC Coordinator **CHELAPAKA VENKATA LAKSHMI**
- Phone No. **9912006991**
- Alternate phone No. **7013407385**
- Mobile **9177912348**
- IQAC e-mail address **sitamiqac@sitam.co.in**
- Alternate Email address **venkata.chelapaka@sitam.co.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <https://sitam.co.in/index.php/naac>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://sitam.co.in/images/INSTITUTE%20ACADEMIC%20CALENDAR%20-%202021-22%201.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>2.64</b>	<b>2020</b>	<b>08/01/2020</b>	<b>07/01/2025</b>

**6. Date of Establishment of IQAC** **17/02/2018**

**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
<b>SITAM/MECHANICAL/Dr .D. V. RAMAMURTHY</b>	<b>CONSULTANCY</b>	<b>AGRAYANA</b>	<b>2022</b>	<b>200000</b>

**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**      **4**

- 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)**

A 360 degree feedback of faculties is taken based on various parameters.

Standardizing attainment calculation

Standardizing question paper format

Designing simplified faculty appraisal format

Creating awareness about teaching methodologies

**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
Training Programme on the AQAR data template filling for the non-teaching staff members	Online training programme on Documentation and Data template filling for the Annual Quality Assurance Report (AQAR) on 25.06.2021 at 7.30 pm through Google Meet Platform. Non teaching staff contributed significantly in the scholarship data filling, admission data filling and arranging supporting documents for the finance related data.
AQAR preparation for the academic year 2021-22	AQAR prepared and uploaded on college website. And submitted to NAAC
Gender sensitization program	Seminar and Guest Lecture Program were organized on women health and issues and Women Empowerments Challengers & Prospects by women development cell
Enhancing Quality of Teaching & learning	All the departments extensively use PPT presentation, debates, discussions and brain storming sessions as innovative teaching.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	14/06/2022

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
• Name of the Head of the institution	Dr. DWIVEDULA VENKATA RAMAMURTHY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9885219988
• Mobile no	9676788855
• Registered e-mail	sitam.director@gmail.com
• Alternate e-mail	principal@sitam.co.in
• Address	GAJULAREGA, VIZIANAGARAM
• City/Town	VIZIANAGARAM
• State/UT	ANDHRA PRADESH
• Pin Code	535002
<b>2.Institutional status</b>	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, KAKINADA
• Name of the IQAC Coordinator	CHELAPAKA VENKATA LAKSHMI

• Phone No.	9912006991				
• Alternate phone No.	7013407385				
• Mobile	9177912348				
• IQAC e-mail address	sitamiqac@sitam.co.in				
• Alternate Email address	venkata.chelapaka@sitam.co.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sitam.co.in/index.php/naac">https://sitam.co.in/index.php/naac</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sitam.co.in/images/INSTITUTE%20ACADEMIC%20CALENDAR%20-%202021-22%201.pdf">https://sitam.co.in/images/INSTITUTE%20ACADEMIC%20CALENDAR%20-%202021-22%201.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.64	2020	08/01/2020	07/01/2025
<b>6.Date of Establishment of IQAC</b>			17/02/2018		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
SITAM/MECHANICAL/Dr .D. V. RAMAMURTHY	CONSULTANCY	AGRAYANA	2022	200000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC	<a href="#">View File</a>				
<b>9.No. of IQAC meetings held during the year</b>	4				

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
A 360 degree feedback of faculties is taken based on various parameters.		
Standardizing attainment calculation		
Standardizing question paper format		
Designing simplified faculty appraisal format		
Creating awareness about teaching methodologies		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
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Gender sensitization program	Seminar and Guest Lecture Program were organized on women health and issues and Women Empowerments Challengers & Prospects by women development cell
Enhancing Quality of Teaching & learning	All the departments extensively use PPT presentation, debates, discussions and brain storming sessions as innovative teaching.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
IQAC	14/06/2022
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021	31/12/2022

**15.Multidisciplinary / interdisciplinary**

Integration of the knowledge domains to achieve synergistic solution for the real-life problems is an ongoing effort in SITAM. Computer Science is pervading all the classical branches of study such as Mechanical / Electrical/ Electronics/Civil Engineering. There are several overlapping areas across the traditional branches and the relatively newer branches of Computer Science, Data Sciences, Machine learning, etc. Project works form an important direction in achieving interdisciplinary interaction. Several projects span across Mechanical Engineering, Electrical Engineering, Computer Science and Engineering branches. Students are encouraged to foray into these overlapping areas with the idea that the problem does not know the problem-domain.

An important area where Engineering Students often fumble is estimating the time needed for production and cost of production. Likewise, engineering students find it difficult to choose the popularising method and brand making strategy. These areas are relatively easily handled by the students of Business Administration. Now that Business Administration courses are introduced into the SITAM family, we will explore several such options where an optimum mix of business skills and engineering acumen result in meaningful and win-win solutions.

Similarly the D-VOC students exhibit raw skill and miraculous hand-eye coordination for producing and maintaining equipment in excellent condition. Plans are on way into incorporate these skills along with business skills and engineering acumen in projects that span all the products from conception to the inception of the production.

The Institute is affiliated to Jawaharlal Nehru Technological University, Kakinada. As per the guidelines of University, all lectures and practicals were conducted in physical mode. During pandemic, the system has adopted the change from classroom teaching to blended learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process. Each course contents are available on Google classroom including

syllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. The MCQ tests are conducted using Ulektz platform. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet.

#### **16.Academic bank of credits (ABC):**

Academic Bank of Credits (ABC) is a virtual/digital storehouse that houses data on the credits that one student has accrued over the course of their academic careers. This system has been shown to work well in other countries, and it could be the answer to help alleviate stress for students here in India. Now may be the best time to introduce such a futuristic strategy which would provide unlimited possibilities for a student to learn as technology in the education sector is thriving. Therefore, technology may help to ease the transition period for both the student and the teacher.

New Education Policy (NEP) and Academic Bank of Credits pave the way for the motivated learner to excel in one's field of study. When freedom is given for the student to enter laterally into study program using the credits one has earned and also to exit mid-way out of a study program to pursue an interim career path are excellent options. Having ABC allows ease of handling the credits and their validity.

The institutes, the student body, and the regulatory bodies all need to synchronously follow the ABC philosophy to make it a success and to enable the students to be very flexible in their academic pursuits

#### **17.Skill development:**

Skill is the dexterity one achieves by practicing a specific task or following a particular process with keen focus towards achieving a well-defined objective. Skill is often formed in an individual when the process or the task is repeated many times with concentration and commitment.

For ages, skill development is a problem in "teaching institutions". A mid-way solution to imparting skill in ones domain is achieved through internships and practical project-

works carried in industries that deal with the domain where skills is desired.

Over the past few semesters, SITAM introduced the concepts of On-Job Training (OJT) and Community Service Projects (CSP). Students are continuously involved in "serving" in an appropriate industry in a suitable capacity to pick the parlance of the industry, working habits, knack of performing tricky operations, and hand-eye coordination required. Such skills are amply inculcated during the OJT. Diploma students routinely undergo a few weeks of OJT every semester and enjoy learning new skills.

Community Service Projects (CSP) explore the problems faced by the citizens in the adjacent community and attempt to provide engineering solutions. Students often spend about a month in a semester in the adopted villages interacting with the local citizens and work with these citizens in coming up with a solution. CSP gives practical acumen as well as empathy for the common populace and their problems

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

Indian traditional knowledge system involves a mixture of a mood of curiosity, a mood of quest, a mood of determination, and a mood of humility towards elders.

Involving all the stakeholders and making a synergistic ambience of Indian Traditional Knowledge system in the institute is indeed a herculean task. The internal framework of mind is a tough nut to crack in a relatively small period may not be possible.

To foster the mood of curiosity and other attributes of the penchant of Indian Traditional learning system, constant exposure and regular practice are a must. To ensure that the student is involved in immersion learning as followed in Indian education system, various discussion sessions and symposia are arranged. Eminent philosophers and academicians are invited to the Institute and students are given ample opportunity to interact with these members.

Also, the teachers are encouraged and empowered to nurture the

curiosity, constant practice, and mood of humility by providing supportive environment of care, concern, love, and affection towards the students. In such supportive environments, students obviously flourish.

It is a very herculean task to achieve such cosmic identity and oneness with the Indian Traditional Knowledge System. SITAM started its journey by following the courses on Indian Traditional Knowledge System introduced by the affiliating University, JNTU GV.

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

Outcome Based Education (OBE) is a student centric instruction model which focuses on measuring student performance continually and posing interventions at every stage to correct for deviations in learning outcomes.

Broadly an outcome is an observable, measurable ability that a student acquires through the instruction in a part of the program. The idea is it is not what is taught that is important but what skill a student achieved and to what extent the student achieved the skill that is important according to the OBE philosophy.

Efforts to enter OBE realm started in SITAM when the teachers are initiated into this philosophy just before the Corona regime. The course outcomes specified by the affiliating university are carefully mapped to the program outcomes and a "Program Signature" is developed to indicate the general pictorial representation of the program outcomes.

Faculty are thoroughly sensitized about the precepts of OBE and the students in turn are educated about the same. The Program Outcomes are displayed at each department so that students understanding of the OBE terminology becomes deeply etched in the memory.

The outcome attainment for each course is carefully monitored through Faculty Course Attainment Report (FCAR) developed by the teachers immediately after the completion of the course and results are announced. FCAR lists the outcomes attained by a cross-section of the students for the course handled by the teacher.

Along side the program outcomes, proper focus is given on Program

Educational Objectives to foster long term memory items and lifelong learning attitude.

## 20.Distance education/online education:

The Institute is affiliated to Jawaharlal Nehru Technological University, Kakinada. As per the guidelines of University, all lectures and practicals were conducted in physical mode. During pandemic, the system has adopted the change from classroom teaching to blended learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process. Each course contents are available on Google classroom including syllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. The MCQ tests are conducted using Ulektz platform. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet.

## Extended Profile

### 1.Programme

1.1	401
Number of courses offered by the institution across all programs during the year	

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

### 2.Student

2.1	354
Number of students during the year	

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

2.2	250
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	146
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	80
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	80
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	29
Total number of Classrooms and Seminar halls	
4.2	378.2
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	424
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

**SITAM believes in continuous, persistent learning in small**

incremental knowledge-packs at properly predesigned intervals. Since the content of the course is already developed and is given to the institute by JNTUK in the form of Program Outcomes(POs), Course Structure, Course Content, Course Outcomes(COs), and regulations, the responsibly of the institute is to ensure curriculum delivery and realization of specified out comes.

CO progress is meticulously planned, delivered, and closely monitored to ensure that the curriculum delivery goes in a smooth, seamless manner. The three aspects of (i) Planning, (ii) Content delivery, and (iii) Monitoring are briefly highlighted

Everyone at SITAM is excited about the academic curriculum development as well as the extracurricular activities which foster certain out comes indirectly

1. Competitions: Events such as Elocution Competitions, Debate competitions, Essay Writing competitions motivate students towards lifelong learning and healthy competition which are essential in once career.
2. Fine Arts: The essence of happy life can be realized through fine-arts events such as Singing, Dancing, and Skits. These activities teach students how to give "space" to others and also fill them with energy.
3. Sports Activities teach students as to how to become a good "team-players".

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria2022/creteria/upload/1.1.1_proof.pdf">https://sitam.co.in/criteria2022/creteria/upload/1.1.1_proof.pdf</a>

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

SITAM follows a carefully planned calendar for academic, co-curricular, and extra-curricular events. The base-line calendar will be issued by the affiliating Univerity (Jawaharlal Nehru Technological University, JNTU, Kakinada) which shall be followed by all the affiliated colleges. SITAM embeds all the other events, birth days of national heroes, important national/international

holidays, cross-cultural festivals, and college fests into the base-line calendar to form a wholistic calendar. Each department in SITAM takes the responsibility of a certain subset of events in the calendar to ensure varying levels and styles of conducting the programs. Most of the time, students are encouraged to conduct these programs with a view to inculcating organizational spirit into the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria2022/creteria/upload/1.1.2%20proof_compressed.pdf">https://sitam.co.in/criteria2022/creteria/upload/1.1.2%20proof_compressed.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

## 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)

16

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

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

656

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

## 1.3 - Curriculum Enrichment

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

JNTUK specifies the curriculum, regulations, and the course content for all the programs in affiliated colleges.

There are courses that address the cross-cutting issues. These courses are listed

hereunder and a description of these courses is uploaded as a separate file.

Despite the fact that curriculum and regulations are "controlled" by JNTUK, several interventions are planned at SITAM to reinforce the concepts. These interventions are passed on as expert talks, NSS activities, and celebrations days, some of these are listed below.

1. Women's day is celebrated at SITAM to respect the contributions of women to the society and growth of the nation. Eminent female leaders are invited on to the campus to motivate girls and to instill appreciation in boys/men.
2. Environmental education and sustainability inclination is induced into students by arranging visits and tours to industry and other important sites. Several such aspects are made clear by local experts.

Besides all these, several theme specific competitions are planned to instill the competitive spirit and sensitization on these topics.

The following courses are included in the curriculum

1. Professional Ethics and Human Values
2. Essence of Indian Traditional Knowledge
3. Environmental Science
4. Socially Relevant Projects

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

220

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

## 1.4 - Feedback System

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://sitam.co.in/criteria2022/creteria/upload/student%20feedback%20%20Report%2021-22.pdf">https://sitam.co.in/criteria2022/creteria/upload/student%20feedback%20%20Report%2021-22.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://sitam.co.in/criteria2022/creteria/upload/1.4.2%20Action%20Taken%20Report.pdf">https://sitam.co.in/criteria2022/creteria/upload/1.4.2%20Action%20Taken%20Report.pdf</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

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

##### 2.1.1.1 - Number of students admitted during the year

354

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

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

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

298

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

## 2.2 - Catering to Student Diversity

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

The organization appraises the learning levels of every student right from the time student is admitted to the college through a planned and structured induction programme.

**Induction Programme:** Every year the institution organizes Student's Induction Programme for the newly enrolled engineering and management students.

**Advanced Learners:** Advanced learners are provided with various opportunities to develop their knowledge and skills.

1. Emboldened to participate and present papers in various seminars/workshops.
2. Mentoring the students for GATE/Competitive Examinations.
3. Implementation of experimental learning sessions, group discussions, etc
4. Guiding for career planning.

**Slow Learners:** The slow learners are recognized on the basis of their academic performance during continuous internal evaluation, assignments and performance in the End semester Examination. Plan of action in the form of remedial classes is arranged to improve the performance in the respective subjects.

**Remedial Classes:** These classes are conducted in the last period every day after the scheduled lectures with a view to improve the academic performance of slow learners.

In order to enhance the confidence level in students, the department organizes countless activities such as NSS, NCC, Cultural and Sports, etc to develop Interpersonal skills of students in our organization.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Word%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Word%20Countersigned.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1500	80

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

## 2.3 - Teaching- Learning Process

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

SITAM employs a gamut of methods to suit to the needs of knowledge content-transfer depending on the type of topic, audience concerned and depth of coverage expected as indicated by the Course Outcome.

Teachers at SITAM are aware that, to capture student's interest, a teacher needs to carefully choose the teaching style and pace. As a general rule, the span of attention for an average Asian student is about 12 to 15 minutes long. The teachers are encouraged to pause, review or ask a question after every 12 to 15 minutes for students to take a respite.

Also, several methods such as Active Learning, Cooperative learning, Inductive Teaching Learning, Flipped Class Rooms, Self-Organized Learning Environments and Project Based Incremental Learning are a few commonly used Learner Centric Methods. SITAM recognizes that any one method may not be suitable in all situations. Given below are a few methods that teachers at SITAM put to use.

Flipped class rooms

**Self organised learning environment****Active learning****Cooperative learning****Implementation of Online Teaching****Project based Learning****Service Learning**

In SITAM, students are actively involved in Community Service Project that connects course curriculum with identified community issues and needs.

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

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

At SITAM, our faculty combine modern methods with classical techniques of instruction by using Information and Communication Technology (ICT) to support, enhance, and improve the delivery of pedagogy. Information and Communication Technology (ICT) tools contribute to high quality lessons since they have potential to increase students' motivation, connect students to many information sources, support active in - class and out - class learning environment, etc.

In addition to the chalk - and - talk method of teaching, the faculty in our institute use ICT tools to communicate, create, propagate, store, and manage information. ICT enables students to access different information sources to deal with ongoing technological change in the community.

Each classroom is equipped with a projector to facilitate the faculty to present the subject matter as PowerPoint presentations and video lectures, encouraging the students for active learning.

The Teaching - Learning process is equipped with Regular Practical Sessions. Access to Digital Library, Online Courses (MOOCs), Online journals, E- books, etc. Seminar halls are digitally equipped where guest lectures, competitions and student interplay take place. Specialized computer laboratory with a cyberspace has been provided to promote independent learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

74

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

### 2.4 - Teacher Profile and Quality

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

80

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

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

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

14

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

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

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

310

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

## 2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculty and directs them to ensure effective implementation of the evaluation process.

Continuous evaluation is made through Mid examinations, Assignments submission, Field visit / Field work, Seminars presentation, Group discussion, Internships, Community Service Project, etc. Mid examinations are conducted regularly as per the schedule given in the academic calendar of Jawaharlal Nehru Technological University, Kakinada. The weightage for the mid examinations varies as per the regulations prescribed by Jawaharlal Nehru Technological University, Kakinada.

For transparent and robust for internal assessment, the following mechanisms are conducted

1. Internal Examination Committee
2. Question Paper Setting
3. Conduct of Examinations
4. Result display
5. Interactivity with students regarding their internal assessment

The method of internal assessment helps the teachers to assess the students' performance competently. Due to internal assessment, interest of the student towards learning and attending the classes has also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall self-improvement.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf</a>

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

SITAM has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Officer and Principal to redress the examination related grievance as per the requirement and jurisdiction of the grievance.

#### Institute Level

All the students are clearly informed about the evaluation procedure, weightage of internal and external marks allotment as per their regulation provided by the university. After each internal test the answer scripts are distributed among students. If the students are having any issue regarding the assigned marks, they can discuss the same with the concerned faculty member. If still not resolved it is brought to the notice of higher authorities and proper measures are taken.

#### University Level

At the university level to ensure transparency and curb the mal practices, the university has introduced a jumbling system and theory end - semester examinations are conducted at a center other than the college. The queries related to results, corrections in mark sheets and other certificates issued by university are handled at JNTUK examination section after forwarding such queries through the college examination section.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.5.2%20Word%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.5.2%20Word%20Countersigned.pdf</a>

## 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.

Under the affiliation to JNTUK, the COs are defined in the syllabi and also published in Academic regulations, Curriculum book, and departmental website. It is made accessible to all the stakeholders of the program through education, faculty workshops, student awareness workshops, student induction program and faculty

meetings. The program outcomes and program specific outcomes are achieved through a curriculum that offers a number of courses. Every department has clearly defined Program Specific Outcomes (PSOs) and Course Outcomes (COs). They have been articulated by taking inputs and suggestions from every stakeholder and are nicely stated and displayed on notice boards and discussed in the classrooms as well as available on website along with them printed in their laboratory manuals. Also COs are available in course files maintained by every faculty. The PO and PSOs are aligned with institute's vision and mission statement. Each CO is linked to one of the Program Outcomes and a set of performance criteria that are used to provide quantitative measurement of how well COs are achieved. The COs are thus directly and quantitatively assessed, and are tied to the program outcomes and program specific outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.6.1%20Course%20Objective%20Coun tersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.6.1%20Course%20Objective%20Coun tersigned.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institute periodically assesses the student performance using a variety of tools to determine whether each of the Program Outcomes, Program Specific Outcomes and Course Outcomes are met with the requirements. Direct evaluation processes like University end exams, Internal and External assessment, class tests, seminars, project work, Internships; etc helps to assess the Program Outcomes and Program Specific Outcomes by using Course Outcomes of the relevant program.

In addition, remedial classes are conducted for slow learners to improve the performance of students in their academics by providing study materials, reference books, E-books, etc. The Institute also evaluates the Course Outcomes by Indirect assessment methods which comprise feedback from students every semester. Apart from this, Placement also serves as a measure of Program Outcomes. Employment of students upon the completion of

course in various branches plays a lead role in Indirect assessment of Program Outcomes.

Further the measure of Program Outcomes, Program Specific Outcomes and Course Outcomes can also be evaluated on the basis of higher studies by the students in various Government institutions and Organizations, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.6.2%20Word%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.6.2%20Word%20Countersigned.pdf</a>

### 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

111

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.6.3%20Pass%20Percentage%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.6.3%20Pass%20Percentage%20Countersigned.pdf</a>

### 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://sitam.co.in/criteria2022/criterion2/upload/2.7.1%20Student%20Satisfaction%20Survey%20Countersigned.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

2.0

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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria%2Fupload%2F3.1.2%2520Departments%2520having%2520Research%2520projects%2520upload.xlsx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria%2Fupload%2F3.1.2%2520Departments%2520having%2520Research%2520projects%2520upload.xlsx&amp;wdOrigin=BROWSELINK</a>

### 3.2 - Innovation Ecosystem

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

Institution has created an ecosystem for innovations including Incubation center and other initiatives for creation and transfer of knowledge.

SITAM creates avenues for creation, dissemination, and application of engineering/Technology knowledge for the benefit of students, teachers, staff, and society at large.

The concepts of innovation/ creativity and their importance in the coming knowledge-society are imbued in the SITAM students. From the very first year/ second year, students are exposed to latest technical trends through tech-briefs, discussions, sci-fi shows, and TEDx shows. For third/final year students, the creator-tempo is inculcated through project competitions, seminars, and simulations studies.

Besides other subtle events and bodies, two aspects shine bright:

1. Tesla Innovation Center (TIC)
2. The Incubation center. The activities of these two aspects are briefly specified here under.

#### 1. Tesla Innovation Center:

The aim of the Tesla innovation center is to bring the technical students into a challenging platform where the students can update

their skill set.

Few prototypes will be developed and presented in the technical fests organized by the IITs, NITs and reputed universities.

Incubation center: Is a "nucleus" for entrepreneurial spirit among the teachers and students. Incubation center at SITAM supports all the activities of innovation, entrepreneurship, and business skills.

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

13

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

### 3.3 - 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	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

34

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

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

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

4

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

### 3.4 - Extension Activities

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

SITAM, with introspection regarding raison d'être, attempts to provide holistic education, skill set, and proper attitude development to all the students.

It is well known that along with prescribed syllabus, students need to be given proper humanity-skills through "extension" activities. These extension activities unfold the realities of life for students to see and many their ways.

As part of the extension activities, SITAM realizes that it has to give back to the society through a "reverse-flow" and maintain synergistic interdependent relations with all the stakeholders in the society. All the students of SITAM are sensitized about techno-social responsibility through extension activities.

Several events such as Blood donation camps, Swatch Bharat Abhiyan, Cashless Transition Practices, Road Safety Awareness Programs, Voter Awareness Camps, Volunteering for Electoral Process, Eve-Teasing Awareness, and Prosthetic Limb Donation Program are a few programs that SITAM promotes through its NSS Cell.

SITAM encourages students to take part in technical events and competitions in the affiliating universities and other eminent institutions. Within its campus, SITAM celebrates technological spirit through Infinite Innovative Ideas (I4) Conference and the celebration of Engineers' Day. These two events cause convergence the students' energies to mingle with students of other institutions and learn newer perspectives.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion3/upload/3.1.3.pdf">https://sitam.co.in/criteria2022/criterion3/upload/3.1.3.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **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**

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

**3.4.3 - 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**

28

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

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

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

1325

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

### 3.5 - Collaboration

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

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

233

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

20

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute possesses a wholly self-contained campus comprising of requisite infrastructure, which acts as a facilitator for the effective delivery of our curriculum, thereby fulfilling AICTE

norms completely. The institute provides saliently excellent infrastructure to students with a salutary vibe to students by offering the best of facilities. The institute is well planned and well-designed area of 5.12 acres with a built-up area of 20,747.13 sq m.

The aesthetically designed campus has ultramodern facilities with academic wings for each department, administrative wings, laboratories, workshop, computer center, spacious classrooms, well stocked library, conference hall, medical center, sports ground etc. The institute has classrooms with modern teaching aids thus providing detailed learning ambiance for students. The institute maintains high standards of technical education by providing the wide array of high-class equipment's in total 33 laboratories of various departments which helps students to implement practical knowledge thus acting as an interface between students and industry.

The institution houses "Tesla Innovation center" Encourage students to implement new innovation and create new models by intellectual thoughts. The agenda is to make students to have conceptual learning rather than sitting in classrooms. The students can learn problem solving skills and

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.1.1%20teaching%20proof.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.1.1%20teaching%20proof.pdf</a>

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

Satya Institute of Technology & Management has always encouraged and supported the co-curricular and extracurricular activities in its institutes. The institutes have also carried forward the legacy of society by promoting the co-curricular and extracurricular activities at their level.

The college have following Outdoor and Indoor sports and Cultural facilities. Outdoor Games: Cricket, Football, Kho-kho, Volleyball

,hand ball, Throw ball,Tenni koit,Kabaddi and Athletics non-standard track . Indoor games: Table tennis, Chess, Carroms, Gym and Hall for Yoga. Cultural activities: Open Air Theatre, Cultural room with latest musical instruments and practice area.

Since the establishment of the Institute, our students have earned applauds in the various competitions at University, State and National level sports and cultural competitions, prominent among them are University Inter collegiate sports competition, Vedant, Purushottam Karandak , Firodiya Karandak , Versatalia etcThe students who participative at various sports and cultural events are paid TA/DA. The students, who show excellent performance at University, State and National level competition are encouraged by college by giving them track suits and sports kits. The student achievement is also acknowledged by felicitating them at Society and Institute level functions. The institute provides all sports material to students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.1.2%20SPORTS,%20GAMES-%20PROOF.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.1.2%20SPORTS,%20GAMES-%20PROOF.pdf</a>

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

29

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.1.3%20%20ICT%20FACILITIES%20proof.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.1.3%20%20ICT%20FACILITIES%20proof.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

in Lakhs)

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

378.28

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

## 4.2 - Library as a Learning Resource

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

Library was established in spacious area consisting of two floors with a carpet area of 500 m<sup>2</sup> each. First floor occupies circulation area and newspaper section with 150 seating capacity. Second floor houses Digital Library consisting of 65 Computers with internet connectivity, Periodical section, Book Reference section and special collections. Library is also accommodated with attached rest rooms and an entry point directly into the library. Institute offers 6 B.Tech. programs (Electronics and Communication Engineering, Electrical and Electronics Engineering, Computer Science and Engineering, Artificial Intelligence and Data Science, Mechanical Engineering, and Civil Engineering), 4 Diploma Vocational Courses (Automobile Servicing, Mobile Communication, Computer Science, and Electrical Appliances Maintenance and Repairing) along with 2 PG courses viz., MTech in Computer Science Engineering(CSE) and Master of Business Administration (MBA). Library has a collection of 17,782 books and 10,901 e-books (Total books 28,683). Library uses ECAP (Engineering College Automation Package) software to manage library transactions. The college central library has various institutional memberships of prestigious libraries such as DELNET, SCRIBD, National Digital Library (NDL), e-journals, e-books, video lectures besides the learning materials from Ulektz, our LMS partner. Institute provides remote access to e-resources to total campus including hostels for both boys and girls.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/NAAC%20LIBRARY%20PICS%20PROOF.pdf">https://sitam.co.in/criteria2022/criterion4/upload/NAAC%20LIBRARY%20PICS%20PROOF.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

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

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

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

**9.23**

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

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

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

450

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Institute take initiative to upgrade itself in providing IT facilities to students and faculty. With 409 computers in the year of establishment, the institute now has high end computers. The latest configuration of computer available in the institute is Dual core processor with 4GB RAM, 320/500 GB HDD, Dual core processor. All 409 systems now in SITAM are LAN connected. The institute has complete MSDN applications and system software's.

The Institute started with Learning Management System, uLektz which offers hundreds of video content, course materials, and supports all aspects of Learning Management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.3.1%20IT%20FACILITIES.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.3.1%20IT%20FACILITIES.pdf</a>

#### 4.3.2 - Number of Computers

424

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

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

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

##### 122.3

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

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

SITAM is particular about the maintenance of the equipment and other physical assets provided by the Sponsoring Society for the sake of educating the local people. There are college level committees such as

1. Institute maintenance committee
2. Library advisory committee
3. Purchase committee

The role and responsibilities of committees are given below.

1. General civil maintenance and upkeep of civil infrastructure is carried out by the institute level canteen and campus committee.
2. Repair and Maintenance of laboratory equipment's/instruments are initiated by the respective Laboratory In-charge as and

when required.

3. The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and timetables/logbooks indicate the regular utilization of the respective facilities.
4. The maintenance and housekeeping of the classrooms, laboratories, library, and the institute as a whole are taken care by external agency and non-teaching staff.
5. Security of the institute is assigned to external agency.
6. Fumigation of the entire institute is done frequently by third party housekeeping agency.
7. The institute garden is maintained by the gardener appointed by the society.
8. The institute has adequate number of computers with internet connections and required software's distributed in different locales like office, laboratories, library, departments etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.4.2-Policy%20Maintainance.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.4.2-Policy%20Maintainance.pdf</a>

## 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

627

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

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

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

18

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

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

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://sitam.co.in/criteria2022/criterion5/upload/5.1.3%20proofs.pdf">https://sitam.co.in/criteria2022/criterion5/upload/5.1.3%20proofs.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

71

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

71

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

**5.1.5 - The Institution 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

71

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

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

1

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

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

1

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

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

The growth and development of any academic institution depends on the energy, enthusiasm and Commitment of the primary stakeholders namely the students. The opportunities that are made available for the young to apply themselves for enhancing the quality of their academic life, realization of the innate talents, the achievement of human potential, ownership of one's own academics are important aspects that determine the credibility of the Institution. From its inception SITAM realized that almost anything is possible with the wholehearted involvement and participation of the students. Therefore, the importance of students leadership can never be overstated.

Hence, the HEI involves students in all activities such as academics, cultural activities, entertainment, sports, social activities of the college, etc. SITAM encourages the students to be members for various committees that operate at three levels namely class, year, Department and finally at the College level.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion5/upload/5.3.2%20Additional%20information.pdf">https://sitam.co.in/criteria2022/criterion5/upload/5.3.2%20Additional%20information.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

8

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

## 5.4 - Alumni Engagement

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

Alumni Association, administered by an Alumni Committee is very active in promoting interactions and camaraderie among the current students, faculty and the management. SITAM takes great effort in maintaining an active Alumni Network. The aim of this platform is to facilitate easy communication amongst the alumni, reconnect with their Alma-Mater and to add value to current student community. This association helps in placement, project work and Industry-Institution interaction. Further, some of the alumni mentor our students both for academics and project work. The alumni meets aim to foster a sense of community among alumni and gives a sense of connectedness to SITAM. The professionals exchange information about their work, share experience and help

each other for networking needs, hiring, referrals for specific expertise, or looking for a new job, etc.

Some of the alumni participate in the developmental activities of SITAM during their time off to guide the students with their projects that are of great significance. As they become more and more successful and wealthy, many more alumni may come forward to institute and organize scholarships and funds to help the needy and deserving students.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion5/upload/5.4.1.pdf">https://sitam.co.in/criteria2022/criterion5/upload/5.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year A. ? 5Lakhs (INR in Lakhs)

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The Governing Body(GB) is the highest body that monitors the progress of the college and suggests activities for the growth and overall development of the institution. The Governing Body(GB) of the institute has been constituted as per the AICTE norms, New Delhi, India. The main objective of the GB is to offer transparent and effective governance in building and developing the institution. The key responsibility of the GB is to develop and implement the mission, vision, quality policy, and strategic plan of the institution. The short term and long term goals are reviewed periodically if necessary, revised strategies are implemented. The GB, through the Director and the Principal, monitors parameters such as teaching-learning process, good academic and administrative practices, bench marking, risk so as

to meet the interests of stakeholders.

As per GB directions the director, the Principal, and the Heads of the departments set the short-term and long-term goals. Then planning and implementation of the same is following in the individual departments and also at the institute level. The teachers are involved as members in various decision making bodies such as Governing Body, Anti Ragging committee, Women empowerment cell, Grievance Redressal cell, IQAC etc.

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.1.1.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.1.1.docx&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM encourages decentralization in terms of Academic planning, Internal Administration in the departments including Library, Internal Assessment and Leave Monitoring, Laboratory management. Department heads are empowered to exercise administrative influence and the principal provides guiding principles and general practices. Management actively supports the Administrative machinery by timely help, purchases (through recommendations of Purchase Committee) , and recruitment (through recruitment committee).

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.1.2.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.1.2.docx&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning is a continuous process with a specific focus on accomplishing institutional goals in this competitive world. Strategic Planning and deployment document (SPDD) is based on analysis of current obstacles and future opportunities and envisages the direction towards which the organization should move to achieve its set goals and objectives. Picture below shows the SP formulated at SITAM for it to walk into the "highway" of learning places and achieve its stated goals.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.2.1.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.2.1.docx&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	No File Uploaded

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.

SITAM follows a transparent and tightly knit organizational setup to ensure accountability, responsibility and clarity. Various cells, departments, and other bodies are accurately represented in the organogram. The organogram is widely publicized in the institute at various places so that everyone is aware of the responsibilities.

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.2.2.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.2.2.docx&amp;wdOrigin=BROWSELINK</a>
Link to Organogram of the institution webpage	<a href="https://sitam.co.in/images/organogram.jpeg">https://sitam.co.in/images/organogram.jpeg</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

Employees are undeniably crucial stakeholders who influence organizational effectiveness by stabilizing the adaptive environment. The management of SITAM implemented various monetary as well as non-monetary welfare measures for employees. Monetary welfare schemes are

1. Employees Provident Fund as per PF rules
2. Salary advance facility for teaching and non-teaching staff in case of urgency.
3. Medical Leave & Maternity/Paternity leave for eligible staff members

4. Employee gets fees concession for their ward.
5. Leave for higher education .
6. Subsidized food in the canteen.
7. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together.
8. Internet and free Wi-Fi facilities are also available in campus for staff.
9. Women Empowerment Cell is established for creating venues for women members to flourish and gain momentum.
10. Lodging and boarding facility to the needy.
11. Summer Vacation for staff.
12. Free transport facility for all the staff

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.3.1.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.3.1.docx&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	<a href="#">View File</a>

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

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

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

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

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

5

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

40

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

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

**Response:** The institution has performance based appraisal system for the assessment of teaching and non-teaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extra- curricular activities.

#### Performance appraisal system for teaching staff:

The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback and pass percentage of the course are also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, NPTEL Courses , performing invigilation duties, contribution to College administrative bodies such as college R&D Cell, IQAC, TIC, EDC Cell, NAAC, etc. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in International journals, Book publication, sponsored projects consultancy, research supervision, awards, honors, etc. The above performance appraisal report is filled by employee in a given prescribed proforma which includes all the related points.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.3.5.pdf">https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.3.5.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

Income and expenditure of the Institute are audited every month by the College Finance Committee for internal audit. The institute follows the procedure laid down by UGC and AICTE . The committee monitors the purchase and expenses incurred from funds generated through fees and other grants. Institutional Administration is responsible for the preparation of financial statements that give true and fair view of the financial position. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements. The budget takes into consideration the following.

- Maintenance and Construction of buildings, Campus development.
- The salary for teaching, non-teaching, and contingency staff.
- Research and Development activities.
- Sponsoring faculty members for seminars, workshops, and conferences.
- Purchase of books and subscriptions of journals in the library.
- Payment of internet, electricity and telephone bills.
- Purchase of equipment and software.
- Conducting various college functions such as Sports Day, Annual Function , Farewell Party , Placement Day, etc.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.4.1.pdf">https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers**

during the year (INR in Lakhs)

89.54

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

SITAM plans to make itself self-sufficient and have strategies for making its departments and/or centers self-sufficient in turn. Though this a herculean task in the ensuing pandemic situation, SITAM started its thrust in the direction of incremental steps. The policy and practice directive includes: a) Developing small creative products and converting them into saleable products through patenting process. b) Attempting to contact local industries and attempting to provide consultancy services in various areas. c) Establishing testing and miscellaneous services for several domains of engineering. d) Identifying creative final year student projects and trying to convert them into patentable ideas. e) Fees: Fees charged as per the university and government norms from students of various granted and self financed courses. f) Salary Grant: The College receives salary grant from the BOTCHA GURUNAIDU MEMORIAL EDUCATIONAL SOCIETY.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/OLM-6.4.3.pdf">https://sitam.co.in/criteria2022/criterion6/upload/OLM-6.4.3.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

IQAC sows the seed of development by institutionalizing quality practices in every aspect of the institution. SITAM has strong

IQAC team that looks into every academic and nonacademic activity supported by the institution and tries to set it right. IQAC thus looks into the quality policy of the institute to guarantee quality assurance. The institutional policy with regard to quality assurance is:

- To improve the academic and administrative performance of the institution through a system for conscious, consistent and catalytic action.
- To internalize quality culture and institutionalize best practices in order to promote measures for institutional functioning towards quality enhancement. IQAC continuously monitors and sets checks and balances to ensure that everybody develops the habit of streamlining the procedures and adheres to the procedures. IQAC evolves Mechanisms and procedures for
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- 

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/OLM-6.5.1.pdf">https://sitam.co.in/criteria2022/criterion6/upload/OLM-6.5.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM-IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which are proven over the years are being followed: Preparation of lesson plan for each Semester: The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships is also planned at this stage. Daily lecture Record: Everyday faculty prepares and submit details of the lecture along with the topic covered on an online portal as well as Course Track Register (CTR). Evaluation of teachers by students: The institution has a feedback system to check the quality of teaching. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. Director and management also monitor the feedback system and takes appropriate corrective actions. Student learning outcomes: The institute monitors the performance of the students

regularly.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/01M-6.5.2.pdf">https://sitam.co.in/criteria2022/criterion6/upload/01M-6.5.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Induction%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Induction%20Countersigned.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

**SITAM's tenets are always clear and streamlined about the safety and security of all employees through awareness and counseling. All issues are resolved amicably and yet with a firmness of justice.**

## Safety and Security

To maintain safety and security on campus the use of identity cards is mandatory for students as well as faculty.

The laboratories are well equipped for all safety provisions depending upon their type. Girl students, lady faculty, and lady staff are treated with great respect in our institute. They are given equal opportunities in all events conducted in the institute. A women's grievance redressal committee exists in the institute which addresses the problems if any faced by girl students, lady faculty, and lady staff. All the preventive measures for safety and security are being taken care of.

## Counseling

Every faculty in the department works as a mentor to a group of students allocated to them and they conduct regular meetings to check the progress in academics and also address any other problems to soothe the psychological need of students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.1-1.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.1-1.docx&amp;wdOrigin=BROWSELINK</a>

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

**A. 4 or All of the above**

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

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste**

management Biomedical waste management E-waste management Waste recycling system  
 Hazardous chemicals and radioactive waste management

SITAM sees itself as an essential component of the ecosystem it lives in. As a result,

SITAM avoids any negative behaviors that can jeopardize the well-being of systems that are close to it. SITAM is an ideal ecological system, thanks to carefully designed building construction, plant life, and human support systems. To lessen its impact on animal, plant life, and human life, SITAM carefully evaluates the ingress/egress movement of solid, liquid, electronic, and other materials.

SITAM sees itself as an integral part of the natural system that supports it. Accordingly, SITAM prohibits any harmful activity that can thwart the flourishing of structures surrounding it. SITAM is an ideal natural framework which carefully considers building architecture, vegetation, and social networks that provide emotional support.

Solid waste comes from various sources and is managed suitably:

- o The fertilizer pit receives the strong waste from writing materials as well as the organic waste from nurseries and yards. The manure-pit-vermi-compost is used in the nurseries and in the kitchen garden.
- o The solid waste from the dairy animals on the property is used as fertilizer for flowerbeds or even a kitchen garden.

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

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

A. Any 4 or all of the above

**system in the campus**

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

**7.1.5 - Green campus initiatives include**

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

**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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

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

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

**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**

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

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

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

**To promote concord and tolerance toward cultural, regional, linguistic, communal, and other socioeconomic diversity, SITAM offers an inclusive atmosphere. All people are urged to hold their hate and hatred in check at all times as a preliminary practise.**

SITAM is aware that in order to make India a strong, truthful, and vibrant nation, all of its stakeholders must find inspiration in the great sons and daughters of India. Recognizing this, SITAM organises national holidays, commemorations of the births and deaths of notable Indians, and the majority, if not all, of significant dates of historical, cultural, local, and regional significance, some of which are listed below:

- Independence day
- Republic day
- Yoga Day
- Makar Sankranti
- Diwali

The institute acknowledges the significance of national holidays, as seen by the fact that all celebrations include inspirational and motivational lectures and other cultural events, along with activities.

The pluralism and diversity of India are upheld by festivals, which are observed in such spirit. Diwali is observed with a programme of sweets distribution and wish-exchange. Yoga sessions are provided for the faculty on Yoga Day and are open to everyone.

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

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

The staff and students of SITAM are educated on the constitutional requirements on the values, rights, duties and responsibilities of citizens enabling them to act in a manner befitting a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducts awareness

programs on plastics, cleanliness, Swatcha Bharat, etc. involving students. The college establishes policies that reflect core values. The affiliating University curriculum is framed with mandatory courses such as Professional Ethics and Human Values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative is to spread awareness regarding sanitation, living standards of life, and knowing one's personality. A separate NSS and NCC unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society. Ethical Values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in Elocution, debate, and class presentations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.9.doc&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.9.doc&amp;wdOrigin=BROWSELINK</a>
Any other relevant information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.8.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.8.docx&amp;wdOrigin=BROWSELINK</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The 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	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

SITAM provides all inclusive environment to foster tolerance and harmony towards cultural, regional, linguistic, communal and other socioeconomic diversities. As a preliminary practice, all persons are encouraged to restrain anger and hatred in all situations. They are reminded the motto of the institute Panditaha samadrshinaha.

SITAM organizes national festivals, birth and death anniversaries of great Indian Personalities, and most, if not all the several important days of historic and cultural importance of which some are mentioned below:

- National MathematicsDay
- Independenceday
- MakarSankranti
- Republicday
- Scienceday
- Teachersday
- Ganeshjayanthi
- Women'sday
- Diwali
- YogaDay
- Engineer'sday

The institute recognizes the importance of national commemorative days and celebrates on the respective days. These programmes are organized with motivational and inspirational speeches by eminent persons.

Independence day and Republic day are celebrated for understanding

integrity. Science day, Mathematics day, Teachers day and Engineers day are celebrated in the Institute. Festivals like Diwali, Ganesh jayanthi are also celebrated for the purpose of welfare.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

The best practices which are implemented in the SITAM institution are described below

1. implementation of Faculty Course Assessment report: This Practice is being followed from the previous year.

2. Industry - Institution relation towards Skill Development: :To impart the Engineering skill expected from the industries

3, Education Beyond the Classrooms:

- To perceive suitable techniques for coaching and mastering outdoor the lecture room
- To beautify the instructional level in with the aid of using indulging in revolutionary and exciting new techniques of constructing knowledge

File Description	Documents
Best practices in the Institutional website	<a href="https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf">https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf</a>
Any other relevant information	<a href="https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf">https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf</a>

### 7.3 - Institutional Distinctiveness

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

A Local Chapter of NPTEL (National Programme on Technology Enhanced Learning) has been established in SITAM. Faculty and students of SITAM have taken the advantage of this excellent opportunity. This programme purveyed to enhance and substantiate the learning. As the world is being developed with the new technologies, discovering and manipulating new ideas and concepts of online education are changing rapidly. In response to these changes, to work on strategic plans to implement online education. SITAM has tied up with the online learning platform NPTEL: NPTEL online courses is an opportunity for the Faculty members of the Local Chapters to guide and monitor their students progress in the NPTEL online course and ensure better performance and understanding of the subject by the students. ? To enrich its existing curriculum and make students self-learners, Institution has adopted, some open online courses listed by the UGC under its Massive Open Online Courses (MOOCs) programme and offered on the SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) learning platform

To provide additional learner centric graded skill oriented technical training, with the primary objective of improving the employability skills of the students, Students are encouraged to do online courses from NPTEL

## 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

SITAM believes in continuous, persistent learning in small incremental knowledge-packs at properly predesigned intervals. Since the content of the course is already developed and is given to the institute by JNTUK in the form of Program Outcomes(POs), Course Structure, Course Content, Course Outcomes(COs), and regulations, the responsibly of the institute is to ensure curriculum delivery and realization of specified out comes.

CO progress is meticulously planned, delivered, and closely monitored to ensure that the curriculum delivery goes in a smooth, seamless manner. The three aspects of (i) Planning, (ii) Content delivery, and (iii) Monitoring are briefly highlighted

Everyone at SITAM is excited about the academic curriculum development as well as the extracurricular activities which foster certain out comes indirectly

1. Competitions: Events such as Elocution Competitions, Debate competitions, Essay Writing competitions motivate students towards lifelong learning and healthy competition which are essential in once career.
2. Fine Arts: The essence of happy life can be realized through fine-arts events such as Singing, Dancing, and Skits. These activities teach students how to give "space" to others and also fill them with energy.
3. Sports Activities teach students as to how to become a good "team-players".

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria2022/creteria/upload/1.1.1_proof.pdf">https://sitam.co.in/criteria2022/creteria/upload/1.1.1_proof.pdf</a>

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

SITAM follows a carefully planned calendar for academic, co-curricular, and extra-curricular events. The base-line calendar will be issued by the affiliating University (Jawaharlal Nehru Technological University, JNTU, Kakinada) which shall be followed by all the affiliated colleges. SITAM embeds all the other events, birth days of national heroes, important national/international holidays, cross-cultural festivals, and college fests into the base-line calendar to form a wholistic calendar. Each department in SITAM takes the responsibility of a certain subset of events in the calendar to ensure varying levels and styles of conducting the programs. Most of the time, students are encouraged to conduct these programs with a view to inculcating organizational spirit into the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria2022/creteria/upload/1.1.2%20proof_compressed.pdf">https://sitam.co.in/criteria2022/creteria/upload/1.1.2%20proof_compressed.pdf</a>

**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**

**B. Any 3 of the above**

process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
6	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
16	
File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
656	

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

### 1.3 - Curriculum Enrichment

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

JNTUK specifies the curriculum, regulations, and the course content for all the programs in affiliated colleges.

There are courses that address the cross-cutting issues. These courses are listed

hereunder and a description of these courses is uploaded as a separate file.

Despite the fact that curriculum and regulations are "controlled" by JNTUK, several interventions are planned at SITAM to reinforce the concepts. These interventions are passed on as expert talks, NSS activities, and celebrations days, some of these are listed below.

1. Women's day is celebrated at SITAM to respect the contributions of women to the society and growth of the nation. Eminent female leaders are invited on to the campus to motivate girls and to instill appreciation in boys/men.
2. Environmental education and sustainability inclination is induced into students by arranging visits and tours to industry and other important sites. Several such aspects are made clear by local experts.

Besides all these, several theme specific competitions are planned to instill the competitive spirit and sensitization on these topics.

The following courses are included in the curriculum

1. Professional Ethics and Human Values
2. Essence of Indian Traditional Knowledge

**3. Environmental Science****4. Socially Relevant Projects**

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<b>No File Uploaded</b>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year****3**

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<b>No File Uploaded</b>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships****220**

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

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="https://sitam.co.in/criteria2022/creteria/upload/student%20feedback%20%20Report%202021-22.pdf">https://sitam.co.in/criteria2022/creteria/upload/student%20feedback%20%20Report%202021-22.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://sitam.co.in/criteria2022/creteria/upload/1.4.2%20Action%20Taken%20Report.pdf">https://sitam.co.in/criteria2022/creteria/upload/1.4.2%20Action%20Taken%20Report.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>354</b>	

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

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

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

**298**

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

## **2.2 - Catering to Student Diversity**

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

The organization appraises the learning levels of every student right from the time student is admitted to the college through a planned and structured induction programme.

**Induction Programme:** Every year the institution organizes Student's Induction Programme for the newly enrolled engineering and management students.

**Advanced Learners:** Advanced learners are provided with various opportunities to develop their knowledge and skills.

1. Emboldened to participate and present papers in various seminars/workshops.
2. Mentoring the students for GATE/Competitive Examinations.
3. Implementation of experimental learning sessions, group discussions, etc
4. Guiding for career planning.

**Slow Learners:** The slow learners are recognized on the basis of their academic performance during continuous internal

evaluation, assignments and performance in the End semester Examination. Plan of action in the form of remedial classes is arranged to improve the performance in the respective subjects.

**Remedial Classes:** These classes are conducted in the last period every day after the scheduled lectures with a view to improve the academic performance of slow learners.

In order to enhance the confidence level in students, the department organizes countless activities such as NSS, NCC, Cultural and Sports, etc to develop Interpersonal skills of students in our organization.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Word%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Word%20Countersigned.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1500	80

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

### 2.3 - Teaching- Learning Process

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

SITAM employs a gamut of methods to suit to the needs of knowledge content-transfer depending on the type of topic, audience concerned and depth of coverage expected as indicated by the Course Outcome.

Teachers at SITAM are aware that, to capture student's interest, a teacher needs to carefully choose the teaching style and pace. As a general rule, the span of attention for an average Asian student is about 12 to 15 minutes long. The

teachers are encouraged to pause, review or ask a question after every 12 to 15 minutes for students to take a respite.

Also, several methods such as Active Learning, Cooperative learning, Inductive Teaching Learning, Flipped Class Rooms, Self-Organized Learning Environments and Project Based Incremental Learning are a few commonly used Learner Centric Methods. SITAM recognizes that any one method may not be suitable in all situations. Given below are a few methods that teachers at SITAM put to use.

Flipped class rooms

Self organised learning environment

Active learning

Cooperative learning

Implementation of Online Teaching

Project based Learning

Service Learning

In SITAM, students are actively involved in Community Service Project that connects course curriculum with identified community issues and needs.

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

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

At SITAM, our faculty combine modern methods with classical techniques of instruction by using Information and Communication Technology (ICT) to support, enhance, and improve the delivery of pedagogy. Information and Communication Technology (ICT) tools contribute to high quality lessons since they have potential to increase students' motivation, connect

students to many information sources, support active in - class and out - class learning environment, etc.

In addition to the chalk - and - talk method of teaching, the faculty in our institute use ICT tools to communicate, create, propagate, store, and manage information. ICT enables students to access different information sources to deal with ongoing technological change in the community.

Each classroom is equipped with a projector to facilitate the faculty to present the subject matter as PowerPoint presentations and video lectures, encouraging the students for active learning. The Teaching - Learning process is equipped with Regular Practical Sessions. Access to Digital Library, Online Courses (MOOCS), Online journals, E- books, etc. Seminar halls are digitally equipped where guest lectures, competitions and student interplay take place. Specialized computer laboratory with a cyberspace has been provided to promote independent learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

74

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

## 2.4 - Teacher Profile and Quality

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

80

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

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

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

14

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

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

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

310

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

## 2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculty and directs them to ensure effective implementation of the evaluation process.

Continuous evaluation is made through Mid examinations, Assignments submission, Field visit / Field work, Seminars presentation, Group discussion, Internships, Community Service Project, etc. Mid examinations are conducted regularly as per the schedule given in the academic calendar of Jawaharlal Nehru Technological University, Kakinada. The weightage for the mid examinations varies as per the regulations prescribed by Jawaharlal Nehru Technological University, Kakinada.

For transparent and robust for internal assessment, the following mechanisms are conducted

1. Internal Examination Committee
2. Question Paper Setting
3. Conduct of Examinations
4. Result display
5. Interactivity with students regarding their internal assessment

The method of internal assessment helps the teachers to assess the students' performance competently. Due to internal assessment, interest of the student towards learning and attending the classes has also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their

overall self-improvement.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf</a>

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

SITAM has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Officer and Principal to redress the examination related grievance as per the requirement and jurisdiction of the grievance.

#### Institute Level

All the students are clearly informed about the evaluation procedure, weightage of internal and external marks allotment as per their regulation provided by the university. After each internal test the answer scripts are distributed among students. If the students are having any issue regarding the assigned marks, they can discuss the same with the concerned faculty member. If still not resolved it is brought to the notice of higher authorities and proper measures are taken.

#### University Level

At the university level to ensure transparency and curb the malpractices, the university has introduced a jumbling system and theory end - semester examinations are conducted at a center other than the college. The queries related to results, corrections in mark sheets and other certificates issued by university are handled at JNTUK examination section after forwarding such queries through the college examination section.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.5.2%20Word%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.5.2%20Word%20Countersigned.pdf</a>

## 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.

Under the affiliation to JNTUK, the COs are defined in the syllabi and also published in Academic regulations, Curriculum book, and departmental website. It is made accessible to all the stakeholders of the program through education, faculty workshops, student awareness workshops, student induction program and faculty meetings. The program outcomes and program specific outcomes are achieved through a curriculum that offers a number of courses. Every department has clearly defined Program Specific Outcomes (PSOs) and Course Outcomes (COs). They have been articulated by taking inputs and suggestions from every stakeholder and are nicely stated and displayed on notice boards and discussed in the classrooms as well as available on website along with them printed in their laboratory manuals. Also COs are available in course files maintained by every faculty. The PO and PSOs are aligned with institute's vision and mission statement. Each CO is linked to one of the Program Outcomes and a set of performance criteria that are used to provide quantitative measurement of how well COs are achieved. The COs are thus directly and quantitatively assessed, and are tied to the program outcomes and program specific outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.6.1%20Course%20Objective%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.6.1%20Course%20Objective%20Countersigned.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institute periodically assesses the student performance using a variety of tools to determine whether each of the Program Outcomes, Program Specific Outcomes and Course Outcomes are met with the requirements. Direct evaluation processes like University end exams, Internal and External assessment, class tests, seminars, project work, Internships; etc helps to assess the Program Outcomes and Program Specific Outcomes by using Course Outcomes of the relevant program.

In addition, remedial classes are conducted for slow learners to improve the performance of students in their academics by providing study materials, reference books, E-books, etc. The Institute also evaluates the Course Outcomes by Indirect assessment methods which comprise feedback from students every semester. Apart from this, Placement also serves as a measure of Program Outcomes. Employment of students upon the completion of course in various branches plays a lead role in Indirect assessment of Program Outcomes.

Further the measure of Program Outcomes, Program Specific Outcomes and Course Outcomes can also be evaluated on the basis of higher studies by the students in various Government institutions and Organizations, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.6.2%20Word%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.6.2%20Word%20Countersigned.pdf</a>

### 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

111

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.6.3%20Pass%20Percentage%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.6.3%20Pass%20Percentage%20Countersigned.pdf</a>

## 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://sitam.co.in/criteria2022/criterion2/upload/2.7.1%20Student%20Satisfaction%20Survey%20Countersigned.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

## 2.0

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

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

**3.1.2.1 - Number of teachers recognized as research guides**

1	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

1	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria3%2Fupload%2F3.1.2%2520Departments%2520having%2520Research%2520projects%2520upload.xlsx&amp;wdOrigin=BROWSE">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria3%2Fupload%2F3.1.2%2520Departments%2520having%2520Research%2520projects%2520upload.xlsx&amp;wdOrigin=BROWSE</a> <a href="#">LINK</a>

### 3.2 - Innovation Ecosystem

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

Institution has created an ecosystem for innovations including Incubation center and other initiatives for creation and transfer of knowledge.

SITAM creates avenues for creation, dissemination, and application of engineering/Technology knowledge for the benefit of students, teachers, staff, and society at large.

The concepts of innovation/ creativity and their importance in

the coming knowledge-society are imbued in the SITAM students. From the very first year/ second year, students are exposed to latest technical trends through tech-briefs, discussions, sci-fi shows, and TEDx shows. For third/final year students, the creator-tempo is inculcated through project competitions, seminars, and simulations studies.

Besides other subtle events and bodies, two aspects shine bright:

1. Tesla Innovation Center (TIC)
2. The Incubation center. The activities of these two aspects are briefly specified here under.

1. Tesla Innovation Center:

The aim of the Tesla innovation center is to bring the technical students into a challenging platform where the students can update their skill set.

Few prototypes will be developed and presented in the technical fests organized by the IITs, NITs and reputed universities.

Incubation center: Is a "nucleus" for entrepreneurial spirit among the teachers and students. Incubation center at SITAM supports all the activities of innovation, entrepreneurship, and business skills.

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

13

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

### 3.3 - 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	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

34

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

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

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

4

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

### 3.4 - Extension Activities

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

SITAM, with introspection regarding *raison d'être*, attempts to provide holistic education, skill set, and proper attitude development to all the students.

It is well known that along with prescribed syllabus, students need to be given proper humanity-skills through "extension" activities. These extension activities unfold the realities of life for students to see and many their ways.

As part of the extension activities, SITAM realizes that it has to give back to the society through a "reverse-flow" and maintain synergistic interdependent relations with all the stakeholders in the society. All the students of SITAM are sensitized about techno-social responsibility through extension activities.

Several events such as Blood donation camps, Swatch Bharat Abhiyan, Cashless Transition Practices, Road Safety Awareness Programs, Voter Awareness Camps, Volunteering for Electoral Process, Eve-Teasing Awareness, and Prosthetic Limb Donation Program are a few programs that SITAM promotes through its NSS Cell.

SITAM encourages students to take part in technical events and competitions in the affiliating universities and other eminent institutions. Within its campus, SITAM celebrates technological spirit through Infinite Innovative Ideas (I4) Conference and the celebration of Engineers' Day. These two events cause convergence the students' energies to mingle with students of other institutions and learn newer perspectives.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion3/upload/3.1.3.pdf">https://sitam.co.in/criteria2022/criterion3/upload/3.1.3.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

8

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

### 3.4.3 - 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

28

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

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year****3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1325

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

**3.5 - Collaboration****3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

233

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

20

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute possesses a wholly self-contained campus comprising of requisite infrastructure, which acts as a facilitator for the effective delivery of our curriculum, thereby fulfilling AICTE norms completely. The institute provides saliently excellent infrastructure to students with a salutary vibe to students by offering the best of facilities. The institute is well planned and well-designed area of 5.12 acres with a built-up area of 20,747.13 sq m.

The aesthetically designed campus has ultramodern facilities with academic wings for each department, administrative wings, laboratories, workshop, computer center, spacious classrooms, well stocked library, conference hall, medical center, sports ground etc. The institute has classrooms with modern teaching aids thus providing detailed learning ambiance for students. The institute maintains high standards of technical education by providing the wide array of high-class equipment's in total 33 laboratories of various departments which helps students to implement practical knowledge thus acting as an interface between students and industry.

The institution houses "Tesla Innovation center" Encourage students to implement new innovation and create new models by intellectual thoughts. The agenda is to make students to have conceptual learning rather than sitting in classrooms. The students can learn problem solving skills and

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.1.1%20teaching%20proof.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.1.1%20teaching%20proof.pdf</a>

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

Satya Institute of Technology & Management has always encouraged and supported the co-curricular and extracurricular activities in its institutes. The institutes have also carried forward the legacy of society by promoting the co-curricular and extracurricular activities at their level.

The college have following Outdoor and Indoor sports and Cultural facilities. Outdoor Games: Cricket, Football, Kho-kho, Volleyball ,hand ball, Throw ball,Tenni koit,Kabaddi and Athletics non-standard track . Indoor games: Table tennis, Chess, Carroms, Gym and Hall for Yoga. Cultural activities: Open Air Theatre, Cultural room with latest musical instruments and practice area.

Since the establishment of the Institute, our students have earned applauds in the various competitions at University, State and National level sports and cultural competitions, prominent among them are University Inter collegiate sports competition, Vedant, Purushottam Karandak , Firodiya Karandak , Versatalia etcThe students who participative at various sports and cultural events are paid TA/DA. The students, who show excellent performance at University, State and National level competition are encouraged by college by giving them track suits and sports kits. The student achievement is also acknowledged by felicitating them at Society and Institute level functions. The institute provides all sports material to students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.1.2%20SPORTS,%20GAMES-%20PROOF.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.1.2%20SPORTS,%20GAMES-%20PROOF.pdf</a>

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

29

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.1.3%20%20ICT%20FACILITIES%20proof.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.1.3%20%20ICT%20FACILITIES%20proof.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

378.28

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

#### 4.2 - Library as a Learning Resource

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

Library was established in spacious area consisting of two floors with a carpet area of 500 m<sup>2</sup> each. First floor occupies circulation area and newspaper section with 150 seating capacity. Second floor houses Digital Library consisting of 65 Computers with internet connectivity, Periodical section, Book Reference section and special collections. Library is also accommodated with attached rest rooms and an entry point directly into the library. Institute offers 6 B.Tech. programs (Electronics and Communication Engineering, Electrical and Electronics Engineering, Computer Science and Engineering, Artificial Intelligence and Data Science, Mechanical Engineering, and Civil Engineering), 4 Diploma Vocational Courses (Automobile Servicing, Mobile Communication, Computer Science, and Electrical Appliances Maintenance and Repairing) along with 2 PG courses viz., MTech in Computer Science Engineering(CSE) and Master of Business Administration (MBA). Library has a collection of 17,782 books and 10,901 e-books (Total books 28,683). Library uses ECAP (Engineering College Automation Package) software to manage library transactions. The college central library has various institutional memberships of prestigious libraries such as DELNET, SCRIBD, National Digital Library (NDL), e-journals, e-books, video lectures besides the learning materials from Ulektz, our LMS partner. Institute provides remote access to e-resources to total campus including hostels for both boys and girls.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/NAAC%20LIBRARY%20PICS%20PROOF.pdf">https://sitam.co.in/criteria2022/criterion4/upload/NAAC%20LIBRARY%20PICS%20PROOF.pdf</a>

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

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

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

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

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

9.23

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

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

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

450

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Institute take initiative to upgrade itself in providing IT facilities to students and faculty. With 409 computers in the year of establishment, the institute now has high end computers. The latest configuration of computer available in the institute is Dual core processor with 4GB RAM, 320/500 GB

HDD, Dual core processor. All 409 systems now in SITAM are LAN connected. The institute has complete MSDN applications and system software's.

The Institute started with Learning Management System, uLektz which offers hundreds of video content, course materials, and supports all aspects of Learning Management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.3.1%20IT%20FACILITIES.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.3.1%20IT%20FACILITIES.pdf</a>

#### 4.3.2 - Number of Computers

424

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

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

122.3

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

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

SITAM is particular about the maintenance of the equipment and other physical assets provided by the Sponsoring Society for the sake of educating the local people. There are college level committees such as

1. Institute maintenance committee
2. Library advisory committee
3. Purchase committee

The role and responsibilities of committees are given below.

1. General civil maintenance and upkeep of civil infrastructure is carried out by the institute level canteen and campus committee.
2. Repair and Maintenance of laboratory equipment's/instruments are initiated by the respective Laboratory In-charge as and when required.
3. The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and timetables/logbooks indicate the regular utilization of the respective facilities.
4. The maintenance and housekeeping of the classrooms, laboratories, library, and the institute as a whole are taken care by external agency and non-teaching staff.
5. Security of the institute is assigned to external agency.
6. Fumigation of the entire institute is done frequently by third party housekeeping agency.
7. The institute garden is maintained by the gardener appointed by the society.
8. The institute has adequate number of computers with internet connections and required software's distributed in different locales like office, laboratories, library,

departments etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion4/upload/4.4.2-Policy%20Maintainance.pdf">https://sitam.co.in/criteria2022/criterion4/upload/4.4.2-Policy%20Maintainance.pdf</a>

## 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

627

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

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

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

18

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>
File Description	Documents
Link to Institutional website	<a href="https://sitam.co.in/criteria2022/criterion5/upload/5.1.3%20proofs.pdf">https://sitam.co.in/criteria2022/criterion5/upload/5.1.3%20proofs.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>71</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>71</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent</b>	<b>A. All of the above</b>

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

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

## 5.2 - Student Progression

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

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

71

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

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

1

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

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### **5.3 - Student Participation and Activities**

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

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

1

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

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

The growth and development of any academic institution depends on the energy, enthusiasm and Commitment of the primary stakeholders namely the students. The opportunities that are made available for the young to apply themselves for enhancing the quality of their academic life, realization of the innate talents, the achievement of human potential, ownership of one's own academics are important aspects that determine the credibility of the Institution. From its inception SITAM realized that almost anything is possible with the wholehearted involvement and participation of the students. Therefore, the importance of students leadership can never be overstated.

Hence, the HEI involves students in all activities such as academics, cultural activities, entertainment, sports, social activities of the college, etc. SITAM encourages the students to be members for various committees that operate at three levels namely class, year, Department and finally at the College level.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion5/upload/5.3.2%20Additional%20information.pdf">https://sitam.co.in/criteria2022/criterion5/upload/5.3.2%20Additional%20information.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

8

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

**5.4 - Alumni Engagement**

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

Alumni Association, administered by an Alumni Committee is very active in promoting interactions and camaraderie among the current students, faculty and the management. SITAM takes great effort in maintaining an active Alumni Network. The aim of this platform is to facilitate easy communication amongst the alumni, reconnect with their Alma-Mater and to add value to current student community. This association helps in placement, project work and Industry-Institution interaction. Further, some of the alumni mentor our students both for academics and project work. The alumni meets aim to foster a sense of community among alumni and gives a sense of connectedness to SITAM. The professionals exchange information about their work, share experience and help each other for networking needs, hiring, referrals for specific expertise, or looking for a new job, etc.

Some of the alumni participate in the developmental activities of SITAM during their time off to guide the students with their projects that are of great significance. As they become more and more successful and wealthy, many more alumni may come forward to institute and organize scholarships and funds to help the needy and deserving students.

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File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion5/upload/5.4.1.pdf">https://sitam.co.in/criteria2022/criterion5/upload/5.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**      **A. ? 5Lakhs**

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The Governing Body(GB) is the highest body that monitors the progress of the college and suggests activities for the growth and overall development of the institution. The Governing Body(GB) of the institute has been constituted as per the AICTE norms, New Delhi, India. The main objective of the GB is to offer transparent and effective governance in building and developing the institution. The key responsibility of the GB is to develop and implement the mission, vision, quality policy, and strategic plan of the institution. The short term and long term goals are reviewed periodically if necessary, revised strategies are implemented. The GB, through the Director and the Principal, monitors parameters such as teaching-learning process, good academic and administrative practices, bench marking, risk so as to meet the interests of stakeholders.

As per GB directions the director, the Principal, and the Heads of the departments set the short-term and long-term goals. Then planning and implementation of the same is following in the individual departments and also at the institute level. The teachers are involved as members in various decision making bodies such as Governing Body, Anti Ragging committee, Women empowerment cell, Grievance Redressal cell, IQAC etc.



File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F6.2.1.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F6.2.1.docx&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	<b>No File Uploaded</b>

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.

SITAM follows a transparent and tightly knit organizational setup to ensure accountability, responsibility and clarity. Various cells, departments, and other bodies are accurately represented in the organogram. The organogram is widely publicized in the institute at various places so that everyone is aware of the responsibilities.

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F6.2.2.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F6.2.2.docx&amp;wdOrigin=BROWSELINK</a>
Link to Organogram of the institution webpage	<a href="https://sitam.co.in/images/organogram.jpg">https://sitam.co.in/images/organogram.jpg</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

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

### 6.3 - Faculty Empowerment Strategies

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

Employees are undeniably crucial stakeholders who influence organizational effectiveness by stabilizing the adaptive environment. The management of SITAM implemented various monetary as well as non-monetary welfare measures for employees. Monetary welfare schemes are

1. Employees Provident Fund as per PF rules
2. Salary advance facility for teaching and non teaching staff in case of urgency.
3. Medical Leave & Maternity/Paternity leave for eligible staff members
4. Employee gets fees concession for their ward.
5. Leave for higher education .
6. Subsidized food in the canteen.
7. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together.
8. Internet and free Wi-Fi facilities are also available in campus for staff.
9. Women Empowerment Cell is established for creating venues for women members to flourish and gain momentum.

10. Lodging and boarding facility to the needy.

11. Summer Vacation for staff.

12. Free transport facility for all the staff

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.3.1.doc&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria6%2Fupload%2F6.3.1.doc&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	<a href="#">View File</a>

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

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

31

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

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

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

5

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

40

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

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

**Response:** The institution has performance based appraisal system for the assessment of teaching and non-teaching staff. The appraisal report is based on the annual performance of the

employees on the basis of their academic, research and other extra- curricular activities.

**Performance appraisal system for teaching staff:**

The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback and pass percentage of the course are also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, NPTEL Courses , performing invigilation duties, contribution to College administrative bodies such as college R&D Cell, IQAC,TIC,EDC Cell, NAAC, etc. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in International journals, Book publication, sponsored projects consultancy, research supervision, awards, honors, etc. The above performance appraisal report is filled by employee in a given prescribed proforma which includes all the related points.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.3.5.pdf">https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.3.5.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### **6.4 - Financial Management and Resource Mobilization**

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

Income and expenditure of the Institute are audited every month by the College Finance Committee for internal audit. The institute follows the procedure laid down by UGC and AICTE . The committee monitors the purchase and expenses incurred from funds generated through fees and other grants. Institutional Administration is responsible for the preparation of financial

statements that give true and fair view of the financial position. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements. The budget takes into consideration the following. • Maintenance and Construction of buildings, Campus development. • The salary for teaching, non-teaching, and contingency staff. • Research and Development activities. • Sponsoring faculty members for seminars, workshops, and conferences. • Purchase of books and subscriptions of journals in the library. • Payment of internet, electricity and telephone bills. • Purchase of equipment and software. • Conducting various college functions such as Sports Day, Annual Function , Farewell Party , Placement Day, etc.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/QlM-6.4.1.pdf">https://sitam.co.in/criteria2022/criterion6/upload/QlM-6.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

**89.54**

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

SITAM plans to make itself self-sufficient and have strategies for making its departments and/or centers self-sufficient in turn. Though this a herculean task in the ensuing pandemic

situation, SITAM started its thrust in the direction of incremental steps. The policy and practice directive includes: a) Developing small creative products and converting them into saleable products through patenting process. b) Attempting to contact local industries and attempting to provide consultancy services in various areas. c) Establishing testing and miscellaneous services for several domains of engineering. d) Identifying creative final year student projects and trying to convert them into patentable ideas. e) Fees: Fees charged as per the university and government norms from students of various granted and self financed courses. f) Salary Grant: The College receives salary grant from the BOTCHA GURUNAIDU MEMORIAL EDUCATIONAL SOCIETY.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.4.3.pdf">https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.4.3.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

IQAC sows the seed of development by institutionalizing quality practices in every aspect of the institution. SITAM has strong IQAC team that looks into every academic and nonacademic activity supported by the institution and tries to set it right. IQAC thus looks into the quality policy of the institute to guarantee quality assurance. The institutional policy with regard to quality assurance is:

- To improve the academic and administrative performance of the institution through a system for conscious, consistent and catalytic action.
- To internalize quality culture and institutionalize best practices in order to promote measures for institutional functioning towards quality enhancement. IQAC continuously monitors and sets checks and balances to ensure that everybody develops the habit of streamlining the procedures and adheres to the procedures. IQAC evolves Mechanisms and procedures for
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
-

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.5.1.pdf">https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.5.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM-IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which are proven over the years are being followed: Preparation of lesson plan for each Semester: The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships is also planned at this stage. Daily lecture Record: Everyday faculty prepares and submit details of the lecture along with the topic covered on an online portal as well as Course Track Register (CTR). Evaluation of teachers by students: The institution has a feedback system to check the quality of teaching. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. Director and management also monitor the feedback system and takes appropriate corrective actions. Student learning outcomes: The institute monitors the performance of the students regularly.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.5.2.pdf">https://sitam.co.in/criteria2022/criterion6/upload/Q1M-6.5.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);**

**B. Any 3 of the above**

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Induction%20Countersigned.pdf">https://sitam.co.in/criteria2022/criterion2/upload/2.2.1%20Induction%20Countersigned.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

SITAM's tenets are always clear and streamlined about the safety and security of all employees through awareness and counseling. All issues are resolved amicably and yet with a firmness of justice.

#### **Safety and Security**

To maintain safety and security on campus the use of identity cards is mandatory for students as well as faculty.

The laboratories are well equipped for all safety provisions depending upon their type. Girl students, lady faculty, and lady staff are treated with great respect in our institute. They are given equal opportunities in all events conducted in the institute. A women's grievance redressal committee exists in the institute which addresses the problems if any faced by girl students, lady faculty, and lady staff. All the preventive

measures for safety and security are being taken care of.

### Counseling

Every faculty in the department works as a mentor to a group of students allocated to them and they conduct regular meetings to check the progress in academics and also address any other problems to soothe the psychological need of students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.1-1.docx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria7%2Fupload%2F7.1.1-1.docx&amp;wdOrigin=BROWSELINK</a>

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

A. 4 or All of the above

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

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

SITAM sees itself as an essential component of the ecosystem it lives in. As a result,

SITAM avoids any negative behaviors that can jeopardize the well-being of systems that are close to it. SITAM is an ideal ecological system, thanks to carefully designed building construction, plant life, and human support systems. To lessen

its impact on animal, plant life, and human life, SITAM carefully evaluates the ingress/egress movement of solid, liquid, electronic, and other materials.

SITAM sees itself as an integral part of the natural system that supports it. Accordingly, SITAM prohibits any harmful activity that can thwart the flourishing of structures surrounding it. SITAM is an ideal natural framework which carefully considers building architecture, vegetation, and social networks that provide emotional support.

Solid waste comes from various sources and is managed suitably:

o The fertilizer pit receives the strong waste from writing materials as well as the organic waste from nurseries and yards. The manure-pit-vermi-compost is used in the nurseries and in the kitchen garden.

o The solid waste from the dairy animals on the property is used as fertilizer for flowerbeds or even a kitchen garden.

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

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

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

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

**7.1.5 - Green campus initiatives include**

<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<p><b>A. Any 4 or All of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 531 629">File Description</th> <th data-bbox="539 566 1394 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 640 531 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 640 1394 734" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 745 531 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="539 745 1394 875" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 887 531 943">Any other relevant documents</td> <td data-bbox="539 887 1394 943" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	<a href="#">View File</a>	Various policy documents / decisions circulated for implementation	<a href="#">View File</a>	Any other relevant documents	<a href="#">View File</a>			
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Any other relevant documents	<a href="#">View File</a>										
<p><b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b></p>											
<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>A. Any 4 or all of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1395 531 1458">File Description</th> <th data-bbox="539 1395 1394 1458">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1469 531 1599">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 1469 1394 1599" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 1610 531 1704">Certification by the auditing agency</td> <td data-bbox="539 1610 1394 1704" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 1715 531 1809">Certificates of the awards received</td> <td data-bbox="539 1715 1394 1809" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 1821 531 1877">Any other relevant information</td> <td data-bbox="539 1821 1394 1877" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>	Certification by the auditing agency	<a href="#">View File</a>	Certificates of the awards received	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>	
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Any other relevant information	<a href="#">View File</a>										
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly</b></p>	<p><b>A. Any 4 or all of the above</b></p>										

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

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

To promote concord and tolerance toward cultural, regional, linguistic, communal, and other socioeconomic diversity, SITAM offers an inclusive atmosphere. All people are urged to hold their hate and hatred in check at all times as a preliminary practise.

SITAM is aware that in order to make India a strong, truthful, and vibrant nation, all of its stakeholders must find inspiration in the great sons and daughters of India. Recognizing this, SITAM organises national holidays, commemorations of the births and deaths of notable Indians, and the majority, if not all, of significant dates of historical, cultural, local, and regional significance, some of which are listed below:

- Independence day
- Republic day
- Yoga Day
- Makar Sankranti

- Diwali

The institute acknowledges the significance of national holidays, as seen by the fact that all celebrations include inspirational and motivational lectures and other cultural events, along with activities.

The pluralism and diversity of India are upheld by festivals, which are observed in such spirit. Diwali is observed with a programme of sweets distribution and wish-exchange. Yoga sessions are provided for the faculty on Yoga Day and are open to everyone.

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

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

The staff and students of SITAM are educated on the constitutional requirements on the values, rights, duties and responsibilities of citizens enabling them to act in a manner befitting a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducts awareness programs on plastics, cleanliness, Swatcha Bharat, etc. involving students. The college establishes policies that reflect core values. The affiliating University curriculum is framed with mandatory courses such as Professional Ethics and Human Values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative is to spread awareness regarding sanitation, living standards of life, and knowing one's personality. A separate NSS and NCC unit is started exclusively to encourage the students and the unit is successfully

conducting activities to serve the society. Ethical Values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in Elocution, debate, and class presentations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F7.1.9.doc&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F7.1.9.doc&amp;wdOrigin=BROWSELINK</a>
Any other relevant information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F7.1.8.doc&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria2022%2Fcriteria2022%2Fupload%2F7.1.8.doc&amp;wdOrigin=BROWSELINK</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The 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	<b>No File Uploaded</b>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

SITAM provides all inclusive environment to foster tolerance and harmony towards cultural, regional, linguistic, communal and other socioeconomic diversities. As a preliminary practice, all persons are encouraged to restrain anger and hatred in all situations. They are reminded the motto of the institute Panditaha samadrsinaha.

SITAM organizes national festivals, birth and death anniversaries of great Indian Personalities, and most, if not all the several important days of historic and cultural importance of which some are mentioned below:

- National MathematicsDay
- Independenceday
- MakarSankranti
- Republicday
- Scienceday
- Teachersday
- Ganeshjayanthi
- Women'sday
- Diwali
- YogaDay
- Engineer'sday

The institute recognizes the importance of national commemorative days and celebrates on the respective days. These programmes are organized with motivational and inspirational speeches by eminent persons.

Independence day and Republic day are celebrated for understanding integrity. Science day, Mathametics day, Teachers day and Engineers day are celebrated in the Institute. Festivals like Diwali,Ganesh jayanthi are also celebrated for the purpose of welfare.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

The best practices which are implemented in the SITAM institution are described below

1. implementation of Faculty Course Assessment report: This Practice is being followed from the previous year.

2. Industry - Institution relation towards Skill Development:  
:To impart the Engineering skill expected from the industries

3, Education Beyond the Classrooms:

- To perceive suitable techniques for coaching and mastering outdoor the lecture room
- To beautify the instructional revel in with the aid of using indulging in revolutionary and exciting new techniques of constructing knowledge

File Description	Documents
Best practices in the Institutional website	<a href="https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf">https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf</a>
Any other relevant information	<a href="https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf">https://sitam.co.in/criteria2022/criterion7/upload/7.2.1.pdf</a>

## 7.3 - Institutional Distinctiveness

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

A Local Chapter of NPTEL (National Programme on Technology Enhanced Learning) has been established in SITAM. Faculty and students of SITAM have taken the advantage of this excellent opportunity. This programme purveyed to enhance and substantiate the learning. As the world is being developed with the new technologies, discovering and manipulating new ideas and concepts of online education are changing rapidly. In response to these changes, to work on strategic plans to implement online education. SITAM has tied up with the online learning platform NPTEL: NPTEL online courses is an opportunity for the Faculty members of the Local Chapters to guide and monitor their students progress in the NPTEL online course and ensure better performance and understanding of the subject by the students. ? To enrich its existing curriculum and make students self-learners, Institution has adopted, some open online courses listed by the UGC under its Massive Open Online Courses (MOOCs) programme and offered on the SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) learning platform

To provide additional learner centric graded skill oriented technical training, with the primary objective of improving the employability skills of the students, Students are encouraged to do online courses from NPTEL

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

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

SITAM went ahead leaps and bounds over the past few years ever since SITAM got into the lap of NAAC.

#### 1) TEACHING METHODOLOGIES:

SITAM is planning to go all the way into every possible student centric method of instruction. With a media room set up for recording lectures, and teachers familiarized about the Flipped Classrooms and Active Cooperative Learning strategies,

#### 2) RESEARCH OUTLOOK:

SITAM planning to diversify to form interdisciplinary and

multidisciplinary groups. Since SITAM got recognition to be included in the list of colleges eligible for receiving funding under Section 12(B) of UGC, efforts are underway to secured research projects from UGC and other governmental agencies.

### 3) INTERNAL REVENUE GENERATION:

The Civil Engineering Department and Mechanical Engineering Departments are focusing more on testing consultancy IRG while Electrical, Electronics, and Computer Science departments are focusing more on Design and Execution IRG areas.

### 4) FURTHER ACCREDITATIONS AND/OR RECOGNITIONS

SITAM is at cross-roads of taking the route of securing several more feathers in its cap via accreditations or further achieving stronger recognitions in the existing areas. In the coming areas, we plan to tread carefully with incremental achievements in improving result percentage and admissions, and also achieving NBA accreditation, and autonomy step-by-step.



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1.Name of the Institution

SATYA INSTITUTE OF TECHNOLOGY AND  
MANAGEMENT

- Name of the Head of the institution **Dr. DWIVEDULA VENKATA RAMAMURTHY**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **09885219988**
- Mobile no **09676788855**
- Registered e-mail **sitam.director@gmail.com**
- Alternate e-mail **principal@sitam.co.in**
- Address **Gajularega, Vizianagaram**
- City/Town **vizianagaram**
- State/UT **Andhra Pradesh**
- Pin Code **535002**

##### 2.Institutional status

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, GURAJADA, VIZIANAGARAM**
- Name of the IQAC Coordinator **CH. VENKATA LAKSHMI**
- Phone No. **9912006991**
- Alternate phone No. **7013407385**
- Mobile **9177912348**
- IQAC e-mail address **sitamiqac@sitam.co.in**
- Alternate Email address **venkata.chelapaka@sitam.co.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <https://sitam.co.in/index.php/naac>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://sitam.co.in/index.php/naac/292%292-%20academiccalender>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>2.64</b>	<b>2020</b>	<b>08/01/2020</b>	<b>07/01/2025</b>

**6. Date of Establishment of IQAC** **17/02/2018**

**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
<b>Civil Engineering department</b>	<b>consultancy</b>	<b>Aone Builders &amp; Dhanunjaya Builders</b>	<b>2023</b>	<b>208000</b>

**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**      **4**

- 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)**

Promotion of Institutional Research and Innovation:

Strengthening of Feedback Mechanisms

Implementation of Quality Enhancement Initiatives:

Community Engagement and Outreach Activities

Environmental Sustainability Initiatives:

**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
<b>Improved Feedback Processes:</b>	Higher participation rates in feedback surveys and increased responsiveness to stakeholder concerns. Implementation of corrective measures based on feedback led to tangible improvements in services and academic processes.
<b>Promotion of Diversity, Equity, and Inclusion (DEI) Initiatives:</b>	Increased diversity among students and faculty, improved campus climate, and enhanced cultural competency.
<b>Assessment of Institutional Effectiveness:</b>	Identification of areas for improvement, evidence-based decision-making, and enhanced institutional performance.

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

- Name of the statutory body

Name	Date of meeting(s)
<b>IQAC</b>	<b>10/10/2023</b>

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
• Name of the Head of the institution	Dr. DWIVEDULA VENKATA RAMAMURTHY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09885219988
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• City/Town	vizianagaram
• State/UT	Andhra Pradesh
• Pin Code	535002
<b>2.Institutional status</b>	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
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• Name of the Affiliating University	JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, GURAJADA, VIZIANAGARAM

• Name of the IQAC Coordinator	CH. VENKATA LAKSHMI				
• Phone No.	9912006991				
• Alternate phone No.	7013407385				
• Mobile	9177912348				
• IQAC e-mail address	sitamiqac@sitam.co.in				
• Alternate Email address	venkata.chelapaka@sitam.co.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sitam.co.in/index.php/naac">https://sitam.co.in/index.php/naac</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sitam.co.in/index.php/naac/292%292-%20academiccalender">https://sitam.co.in/index.php/naac/292%292-%20academiccalender</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.64	2020	08/01/2020	07/01/2025
<b>6.Date of Establishment of IQAC</b>			17/02/2018		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Civil Engineering department	consultancy	Aone Builders & Dhanunjaya Builders	2023	208000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<p><b>Yes</b></p>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<p>No File Uploaded</p>	
<p><b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b></p>	<p><b>No</b></p>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<p><b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b></p>		
<p><b>Promotion of Institutional Research and Innovation:</b></p>		
<p><b>Strengthening of Feedback Mechanisms</b></p>		
<p><b>Implementation of Quality Enhancement Initiatives:</b></p>		
<p><b>Community Engagement and Outreach Activities</b></p>		
<p><b>Environmental Sustainability Initiatives:</b></p>		
<p><b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b></p>		
Empty space for plan of action and outcome		

Plan of Action	Achievements/Outcomes
<b>Improved Feedback Processes:</b>	Higher participation rates in feedback surveys and increased responsiveness to stakeholder concerns. Implementation of corrective measures based on feedback led to tangible improvements in services and academic processes.
<b>Promotion of Diversity, Equity, and Inclusion (DEI) Initiatives:</b>	Increased diversity among students and faculty, improved campus climate, and enhanced cultural competency.
<b>Assessment of Institutional Effectiveness:</b>	Identification of areas for improvement, evidence-based decision-making, and enhanced institutional performance.

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
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- Name of the statutory body

Name	Date of meeting(s)
<b>IQAC</b>	<b>10/10/2023</b>

<b>14. Whether institutional data submitted to AISHE</b>
--

Year	Date of Submission
<b>2022</b>	<b>30/12/2022</b>

<b>15. Multidisciplinary / interdisciplinary</b>
--

Integration of the knowledge domains to achieve synergistic solution for the real-life problems is an ongoing effort in SITAM. Computer Science is pervading all the classical branches of study such as Mechanical / Electrical/ Electronics/Civil Engineering. There are several overlapping areas across the traditional branches and the relatively newer branches of Computer Science, Data Sciences, Machine learning, etc. Project works form an important direction in achieving interdisciplinary

interaction. Several projects span across Mechanical Engineering, Electrical Engineering, Computer Science and Engineering branches. Students are encouraged to foray into these overlapping areas with the idea that the problem does not know the problem-domain. An important area where Engineering Students often fumble is estimating the time needed for production and cost of production. Likewise, engineering students find it difficult to choose the popularising method and brand making strategy. These areas are relatively easily handled by the students of Business Administration. Now that Business Administration courses are introduced into the SITAM family, we will explore several such options where an optimum mix of business skills and engineering acumen result in meaningful and win-win solutions.

Similarly the D-VOC students exhibit raw skill and miraculous hand-eye coordination for producing and maintaining equipment in excellent condition. Plans are on way into incorporate these skills along with business skills and engineering acumen in projects that span all the products from conception to the inception of the production. The Institute is affiliated to Jawaharlal Nehru Technological University, Gurajada, Vizianagaram. As per the guidelines of University, all lectures and practicals were conducted in physical mode. During pandemic, the system has adopted the change from classroom teaching to blended learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process. Each course contents are available on Google classroom includingsyllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. The MCQ tests are conducted using Ulektz platform. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet.

#### **16.Academic bank of credits (ABC):**

Academic Bank of Credits (ABC) is a virtual/digital storehouse that houses data on the credits that one student has accrued over the course of their academic careers. This system has been shown to work well in other countries, and it could be the answer to help alleviate stress for students here in India. Now may be the best time to introduce such a futuristic strategy which would

provide unlimited possibilities for a student to learn as technology in the education sector is thriving. Therefore, technology may help to ease the transition period for both the student and the teacher. New Education Policy (NEP) and Academic Bank of Credits pave the way for the motivated learner to excel in one's field of study. When freedom is given for the student to enter laterally into study program using the credits one has earned and also to exit mid-way out of a study program to pursue an interim career path are excellent options. Having ABC allows ease of handling the credits and their validity. The institutes, the student body, and the regulatory bodies all need to synchronously follow the ABC philosophy to make it a success and to enable the students to be very flexible in their academic pursuits.

### **17.Skill development:**

Skill is the dexterity one achieves by practicing a specific task or following a particular process with keen focus towards achieving a well-defined objective. Skill is often formed in an individual when the process or the task is repeated many times with concentration and commitment. For ages, skill development is a problem in "teaching institutions". A mid-way solution to imparting skill in ones domain is achieved through internships and practical project-works carried in industries that deal with the domain where skills is desired. Over the past few semesters, SITAM introduced the concepts of On- Job Training (OJT) and Community Service Projects (CSP). Students are continuously involved in "serving" in an appropriate industry in a suitable capacity to pick the parlance of the industry, working habits, knack of performing tricky operations, and hand-eye coordination required. Such skills are amply inculcated during the OJT. Diploma students routinely undergo a few weeks of OJT every semester and enjoy learning new skills. Community Service Projects (CSP) explore the problems faced by the citizens in the adjacent community and attempt to provide engineering solutions. Students often spend about a month in a semester in the adopted villages interacting with the local citizens and work with these citizens in coming up with a solution. CSP gives practical acumen as well as empathy for the common populace and their problems

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

Indian traditional knowledge system involves a mixture of a

mood of curiosity, a mood of quest, a mood of determination, and a mood of humility towards elders. Involving all the stakeholders and making a synergistic ambience of Indian Traditional Knowledge system in the institute is indeed a herculean task. The internal framework of mind is a tough nut to crack in a relatively small period may not be possible. To foster the mood of curiosity and other attributes of the penchant of Indian Traditional learning system, constant exposure and regular practice are a must. To ensure that the student is involved in immersion learning as followed in Indian education system, various discussion sessions and symposia are arranged. Eminent philosophers and academicians are invited to the Institute and students are given ample opportunity to interact with these members. Also, the teachers are encouraged and empowered to nurture the curiosity, constant practice, and mood of humility by providing supportive environment of care, concern, love, and affection towards the students. In such supportive environments, students obviously flourish. It is a very herculean task to achieve such cosmic identity and oneness with the Indian Traditional Knowledge System. SITAM started its journey by following the courses on Indian Traditional Knowledge System introduced by the affiliating University, JNTU GV.

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

Outcome Based Education (OBE) is a student centric instruction model which focuses on measuring student performance continually and posing interventions at every stage to correct for deviations in learning outcomes. Broadly an outcome is an observable, measurable ability that a student acquires through the instruction in a part of the program. The idea is it is not what is taught that is important but what skill a student achieved and to what extent the student achieved the skill that is important according to the OBE philosophy. Efforts to enter OBE realm started in SITAM when the teachers are initiated into this philosophy just before the Corona regime. The course outcomes specified by the affiliating university are carefully mapped to the program outcomes and a "Program Signature" is developed to indicate the general pictorial representation of the program outcomes.

Faculty are thoroughly sensitized about the precepts of OBE and the students in turn are educated about the same. The Program Outcomes are displayed at each department so that

students understanding of the OBE terminology becomes deeply etched in the memory. The outcome attainment for each course is carefully monitored through Faculty Course Attainment Report (FCAR) developed by the teachers immediately after the completion of the course and results are announced. FCAR lists the outcomes attained by a cross-section of the students for the course handled by the teacher. Along side the program outcomes, proper focus is given on Program Educational Objectives to foster long term memory items and lifelong learning attitude.

#### 20.Distance education/online education:

The Institute is affiliated to Jawaharlal Nehru Technological University, Gurajada, vizianagaram. As per the guidelines of University, all lectures and practicals were conducted in physical mode. During pandemic, the system has adopted the change from classroom teaching to blended learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process.

Each course contents are available on Google classroom including syllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. The MCQ tests are conducted using Ulektz platform. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet.

### Extended Profile

#### 1.Programme

1.1 437

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

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

#### 2.Student

2.1 438

Number of students during the year

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

2.2 374

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

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

2.3 137

Number of outgoing/ final year students during the year

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

### 3.Academic

3.1 80

Number of full time teachers during the year

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

3.2 80

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>437</b>
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	<b>438</b>
Number of students during the year	

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

2.2	<b>374</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	<b>137</b>
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	<b>80</b>
Number of full time teachers during the year	

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

3.2	80
Number of sanctioned posts during the year	

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

<b>4.Institution</b>	
4.1	38
Total number of Classrooms and Seminar halls	
4.2	449.5
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	502
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

SITAM believes in continuous, persistent learning in small incremental knowledge-packs at properly predesigned intervals. Since the content of the course is already developed and is given to the institute by JNTUK in the form of Program Outcomes(POs), Course Structure, Course Content, Course Outcomes(COs), and regulations, the responsibly of the institute is to ensure curriculum delivery and realization of specified out comes.

CO progress is meticulously planned, delivered, and closely monitored to ensure that the curriculum delivery goes in a smooth, seamless manner. The three aspects of (i) Planning, (ii) Content delivery, and (iii) Monitoring are briefly highlighted below.

PLANNING for the course teaching at SITAM begins at least one month before the beginning of the Academic Semester.

1. Subject allotment is made through a transparent, logical and structured way to ensure that Teacher-class-subject-interest compatibility is achieved in an optimum level.
2. Once the subject allotment is done ,each teacher shall prepare a lesson plan listing the
  - Sequence of topics
  - Text books to refer with page numbers
  - Additional resources
  - Tutorials at proper places
  - Competitive exam problems

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/criterion1/upload/1.1.1%20Proof(1)(2)(3).pdf">sitam.co.in/criteria/criterion1/upload/1.1.1 Proof(1)(2)(3).pdf</a>

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

SITAM follows a carefully planned calendar for academic, co-curricular, and extra-curricular events. The base-line calendar will be issued by the affiliating University (Jawaharlal Nehru Technological University, JNTU, Kakinada) which shall be followed by all the affiliated colleges. SITAM embeds all the other events, birth days of national heroes, important national/international holidays, cross-cultural festivals, and college fests into the base-line calendar to form a wholistic calendar. Each department in SITAM takes the responsibility of a certain subset of events in the calendar to ensure varying levels and styles of conducting the programs. Most of the time, students are encouraged to conduct these programs with a view to inculcating organizational spirit into the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/criterion1/upload/1.1.2%20Proof(1).pdf">https://sitam.co.in/criteria/criterion1/upload/1.1.2%20Proof(1).pdf</a>

**1.1.3 - Teachers of the Institution**

A. All of the above

**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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

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

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

**6**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### **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)**

**15**

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

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

821

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

## 1.3 - Curriculum Enrichment

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

JNTUGV specifies the curriculum, regulations, and the course content for all the programs in affiliated colleges.

There are courses that address the cross-cutting issues. These courses are listed

hereunder and a description of these courses is uploaded as a separate file.

Despite the fact that curriculum and regulations are "controlled" by JNTUGV, several interventions are planned at SITAM to reinforce the concepts. These interventions are passed on as expert talks, NSS activities, and celebrations days, some of these are listed below.

1. Women's day is celebrated at SITAM to respect the contributions of women to the society and growth of the nation. Eminent female leaders are invited on to the campus to motivate girls and to instill appreciation in boys/men.

2. Environmental education and sustainability inclination is induced into students by arranging visits and tours to industry and other important sites. Several such aspects are made clear by local experts.
1. NSS activities in neighboring villages regarding environments, girl child, early marriages, human values, and happy society, promote such values in the students and society at large.
2. YOGA Classes reinforce sustainable health and simple means to deal with health related preventive course of action.

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

547

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

**1.4 - Feedback System**

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf">https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf">https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile**

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

**2.1.1.1 - Number of students admitted during the year**

426

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

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

374

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

**2.2 - Catering to Student Diversity**

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

The organization appraises the learning levels of every student right from the time student is admitted to the college through a planned and structured induction programme.

**Induction Programme:** Every year the institution organizes Student's Induction Programme for the newly enrolled engineering and management students. The students are provided with details about the syllabus to be taught along with the particulars about classes and time table, faculty coordinators, counselors and their responsibilities as well as information about anti-ragging norms, code of conduct, events for the forthcoming year, etc.

**Peer Guidance:** For the students joining under the lateral entry system (diploma holders joining the second year engineering course), the college offers them peer guidance so that they do not feel difficult to co-ordinate with other students.

**Advanced Learners:** Advanced learners are provided with various opportunities to develop their knowledge and skills.

1. Emboldened to participate and present papers in various seminars/workshops.
2. Mentoring the students for GATE/Competitive Examinations.
3. Implementation of experimental learning sessions, group discussions, etc
4. Guiding for career planning.

**Slow Learners:** The slow learners are recognized on the basis of their academic performance during continuous internal evaluation, assignments and performance in the End semester Examination.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.2.1%20(Proof%20merged).pdf">https://sitam.co.in/criteria/criterion2/upload/2.2.1%20(Proof%20merged).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1282	80

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

### 2.3 - Teaching- Learning Process

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

SITAM employs a gamut of methods to suit to the needs of knowledge content-transfer depending on the type of topic, audience concerned and depth of coverage expected as indicated by the Course Outcome.

Teachers at SITAM are aware that, to capture student's interest, a teacher needs to carefully choose the teaching style and pace. As a general rule, the span of attention for an average Asian student is about 12 to 15 minutes long. The teachers are encouraged to pause, review or ask a question after every 12 to

15 minutes for students to take a respite.

Also, several methods such as Active Learning, Cooperative learning, Inductive Teaching Learning, Flipped Class Rooms, Self-Organized Learning Environments and Project Based Incremental Learning are a few commonly used Learner Centric Methods. SITAM recognizes that any one method may not be suitable in all situations. Given below are a few methods that teachers at SITAM put to use.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged.pdf">https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged.pdf</a>

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

At SITAM, our faculty combine modern methods with classical techniques of instruction by using Information and Communication Technology (ICT) to support, enhance, and improve the delivery of pedagogy. Information and Communication Technology (ICT) tools contribute to high quality lessons since they have potential to increase students' motivation, connect students to many information sources, support active in - class and out - class learning environment, etc.

In addition to the chalk - and - talk method of teaching, the faculty in our institute use ICT tools to communicate, create, propagate, store, and manage information. ICT enables students to access for different information sources to deal with on-going technological change in the community.

Each classroom is equipped with projector to facilitate the faculty to present the subject matter as PowerPoint presentations and video lectures, encouraging the students for active learning. The Teaching - Learning process is equipped with Regular Practical Sessions and access to Digital Library, Online Courses (MOOCs), Online journals, E-books, etc. Seminar

halls are digitally equipped where guest lectures, competitions and student interplay take place. Specialized computer laboratory with a cyberspace has been provided to promote independent learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

74

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

### 2.4 - Teacher Profile and Quality

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

80

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

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

11

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

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

357

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

**2.5 - Evaluation Process and Reforms**

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

The college has a transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculty and directs them to ensure effective implementation of the evaluation process.

Continuous evaluation is made through Mid examinations, Assignments submission, Field visit / Field work, Seminars presentation, Group discussion, Internships, Community Service

Project, Skill oriented course, Soft skill course etc. Mid examinations are conducted regularly as per the schedule given in academic calendar of Jawaharlal Nehru Technological University Gurajada, Vizianagaram. The weightage for the mid examinations varies as per the regulations prescribed by Jawaharlal Nehru Technological University Gurajada, Vizianagaram.

The performance of the student academics is displayed in Notice board and conveyed to the students and parents. Personal guidance and remedial classes are provided to the students who are substandard in their academics. To improve the communication and soft skills in students, topics are given by their faculty members to present powerpoint presentations in their concerned department.

For transparent and robust for internal assessment, the following mechanisms are conducted

1. Internal Examination Committee
2. Question Paper Setting
3. Conduct of Examinations
4. Result display
5. Interactivity with students regarding their internal assessment

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.5.1%20supporting%20documents%20.pdf">https://sitam.co.in/criteria/criterion2/upload/2.5.1%20supporting%20documents%20.pdf</a>

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

SITAM has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Officer and Principal to redress the examination related grievance as per the requirement and jurisdiction of the grievance.

Institute Level

All the students are clearly informed about the evaluation procedure, weightage of internal and external marks allotment as per their regulation provided by the university. After each internal test the answer scripts are distributed among students. If the students are having any uncertainty regarding the assigned marks, they can discuss the same with the concerned faculty member. If still not resolved it is brought to the notice of higher authorities and proper measures are taken.

After each internal the class committee meetings are conducted in the presence of respective branch HoD and mentors of the class. A group of students are selected which includes advanced learners, slow learners, challenged learners and hostelers etc. If the students are having any kind of grievances related to question paper or syllabus coverage, it is informed to the concerned HoD and necessary action is taken.

At the end of each semester, the faculty members finalize the marks for internal tests and the same are displayed in notice boards for the students to verify for any discrepancies. The finalized marks are uploaded by the faculty into the university portal and are approved by Principal/HoD after due confirmation with the respective faculty.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.5.2%20Proof%20merged.pdf">https://sitam.co.in/criteria/criterion2/upload/2.5.2%20Proof%20merged.pdf</a>

## 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.

Under the affiliation to JNTU\_GV, the COs are defined in the syllabi and also published in Academic regulations, Curriculum book, and departmental website. It is made accessible to all stakeholders of the program through education, faculty workshops, student awareness workshops, and student induction program and faculty meetings.

The program outcomes and program specific outcomes are achieved through a curriculum that offers a number of courses. Every department has clearly defined Program Specific Outcomes (PSOs)

and Course Outcomes (COs). They have been articulated by taking inputs and suggestions from every stakeholder and are nicely stated and displayed on notice boards and discussed in the classrooms as well as available on website along with them printed in their laboratory manuals.

Also COs are available in course files maintained by every faculty. The PO and PSOs are aligned with institute's vision and mission statement. Each CO is linked to one of the Program Outcomes and a set of performance criteria that are used to provide quantitative measurement of how well COs are achieved. The COs is thus directly and quantitatively assessed, and is tied to the program outcomes and program specific outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.1%20S.D.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.1%20S.D.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institute periodically assesses the student performance using a variety of tools to determine whether each of the Program Outcomes, Program Specific Outcomes and Course Outcomes are met with the requirements. Direct evaluation processes like University end exams, Internal and External assessment, class tests, seminars, project work, Internships; etc helps to assess the Program Outcomes and Program Specific Outcomes by using Course Outcomes of the relevant program.

In addition, remedial classes are conducted for slow learners to improve the performance of students in their academics by providing study materials, reference books, E-books, etc. The Institute also evaluates the Course Outcomes by Indirect assessment methods which comprise feedback from students every semester. Apart from this, Placement also serves as a measure of

Program Outcomes. Employment of students upon the completion of course in various branches plays a lead role in Indirect assessment of Program Outcomes.

Further the measure of Program Outcomes, Program Specific Outcomes and Course Outcomes can also be evaluated on the basis of higher studies by the students in various Government institutions and Organizations, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.3%20merged.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.3%20merged.pdf</a>

### 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

137

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.3%20merged.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.3%20merged.pdf</a>

### 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://sitam.co.in/criteria/criterion2/upload/critetia%202.7.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

2.08

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

**3.1.2 - Number of 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	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

2

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

### 3.2 - Innovation Ecosystem

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

Institution has created an ecosystem for innovations including Incubation center and other initiatives for creation and transfer of knowledge.

SITAM creates avenues for creation, dissemination, and application of engineering/Technology knowledge for the benefit of students, teachers, staff, and society at large.

The concepts of innovation/ creativity and their importance in the coming knowledge-society are imbued in the SITAM students. From the very first year/ second year, students are exposed to latest technical trends through tech-briefs, discussions, sci-fi shows, and TEDx shows. For third/final year students, the creator-tempo is inculcated through project competitions, seminars, and simulations studies.

Besides other subtle events and bodies, two aspects shine bright:

1. Tesla Innovation Center (TIC)
2. The Incubation center. The activities of these two aspects are briefly specified here under.
  - Tesla Innovation Center:
  - The aim of the Tesla innovation center is to bring the technical students into a challenging platform where the

students can update their skill set. This center is open for all the interested participants from various stakeholders. Members of this center are allowed to do their activities throughout the day as it is designed to open for 24\*7 mode. The ideas coming from the members will be developed and tested in a healthy atmosphere. Few good ideas will be filed for patents and then manufacture the product in the later stage

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria%2Fcriteria3%2Fupload%2F321INN~1.DOC&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria%2Fcriteria3%2Fupload%2F321INN~1.DOC&amp;wdOrigin=BROWSELINK</a>

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

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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

2

File Description	Documents
URL to the research page on HEI website	<a href="https://sitam.co.in/criterions/criterion3/upload/3.3.1%20No.of%20faculty%20registered%20as%20PhD%20research%20guides.pdf">https://sitam.co.in/criterions/criterion3/upload/3.3.1%20No.of%20faculty%20registered%20as%20PhD%20research%20guides.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

22

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

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

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

7

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

### 3.4 - Extension Activities

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



**Government/ Government recognized bodies year wise during the year**

5

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

**3.4.3 - 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**

26

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

1243

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

22

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

18

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute possesses a wholly self-contained campus comprising of requisite infrastructure, which acts as a facilitator for the effective delivery of our curriculum, thereby fulfilling AICTE norms completely. The institute provides saliently excellent infrastructure to students with a salutary vibe to students by offering the best of facilities. The institute is well planned and well-designed area of 5.12 acres with a built-up area of 20,747.13sq m.

The aesthetically designed campus has ultramodern facilities with academic wings for each department, administrative wings, laboratories, workshop, computer center, spacious classrooms, well stocked library, conference hall, medical center, sports ground etc. The institute has classrooms with modern teaching aids thus providing detailed learning ambiance for students. The institute maintains high standards of technical education by providing the wide array of high-class equipment's in total 34 laboratories of various departments which helps students to implement practical knowledge thus acting as an interface between students and industry.

In addition to six other groups, the institute offers an MBA program equipped with world-class facilities.

The Institution has Robotics Lab encourages students to grow in their creativity and curiosity while developing innovative ideas in practice. Through hands-on learning, they drive advancements in robotics, going beyond the confines of the classroom to improve conceptual understanding and problem-solving abilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.1%20Proof(1).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.1%20Proof(1).pdf</a>

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

Satya Institute of Technology & Management has always encouraged and supported the co- curricular and extracurricular activities in its institutes. The institutes have also carried forward the legacy of society by promoting the co-curricular and extracurricular activities at their level.

The college have following Outdoor and Indoor sports and Cultural facilities. Outdoor Games. Cricket Football, Kho-kho, Volleyball hand ball, Throw ball, Tenni koit, Kabaddi and Athletics non-standard track Indoor games: Table tennis, Chess, Carroms, Gym and Hall for Yoga. Cultural activities Open Air Theatre, Cultural room with latest musical instruments and practice area.

Since the establishment of the Institute, our students have earned laurels in the various competitions at University, State and National level sports and cultural competitions, prominent among them are University Inter collegiate sports competition, Vedant, Purushottam Karandak. Firodiya Karandak Versatelia etc The students who participate at various sports and cultural events are paid TA/DA. The students who show excellent performance at University, State and National level competition are encouraged by college by giving them track suits and sports kits. The student achievement is also acknowledged by felicitating them at Society and Institute level functions. The institute provides all sports material to students

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.2.sports%20proof.pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.2.sports%20proof.pdf</a>

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

38

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.3%20proof(1).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.3%20proof(1).pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

213.5

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

#### 4.2 - Library as a Learning Resource

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

Library was established in spacious area consisting of two floors with a carpet area of 500 m<sup>2</sup> each. First floor occupies circulation area and newspaper section with 150 seating capacity. Second floor houses Digital Library consisting of 75 Computers with internet connectivity, Periodical section, Book Reference section, and special collections. Library is also accommodated with attached rest rooms and an entry point directly into the library. Institute offers 6 B.Tech. programs (Electronics and Communication Engineering, Electrical and Electronics Engineering, Computer Science and Engineering, Artificial Intelligence and Data Science, Mechanical Engineering, and Civil Engineering), 4 Diploma Vocational Courses (Automobile Servicing, Mobile Communication, Computer

Science, and Electrical Appliances Maintenance and Repairing) along with 2 PG courses viz., MTech in Computer Science Engineering(CSE) and Master of Business Administration (MBA). Library has a collection of 19,059 books and 10,664 e-books (Total books 29,723). Library uses ECAP (Engineering College Automation Package) software to manage library transactions. The college central library has various institutional memberships of prestigious libraries such as DELNET, SCRIBD, National Digital Library (NDL), e-journals, e-books, video lectures besides the learning materials from Ulektz, our LMS partner. Institute provides remote access to e-resources to total campus including hostels for both boys and girls. Wi-fi access is available in central library

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sitam.co.in/criterions/criterion4/upload/4.2.1%20proof.pdf">https://sitam.co.in/criterions/criterion4/upload/4.2.1%20proof.pdf</a>

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

A. Any 4 or more of the above

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

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

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

2.99

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

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

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

195

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Institute take initiative to upgrade itself in providing IT facilities to students and faculty. With 409 computers in the year of establishment, the institute now has high end computers. The latest configuration of computer available in the institute is Dual core processor with 4GB RAM, 320/500 GB HDD, Dual core processor. All 502 systems now in SITAM are LAN connected. The institute has complete MSDN applications and system software's.

The Institute started with Learning Management System, uLektz which offers hundreds of video content, course materials, and supports all aspects of Learning Management.

##### 1. Hardware and Software Facilities

Sample (Upgrade as per SSCET)

S.No.

Item & Configuration

Quantity

1

Number of systems with configuration

- HP: Intel Dual core, 2.9 GHz, 4GB RAM, 320GB HDD, 15" LCD
- Lenova: Intel Dual core, 2.9 GHz, 4GB RAM, 320GB HDD, 18" LCD

2

Computer-student ratio

1:2.61

3

Dedicated computing facility

502

4

Wi-Fi facility

Yes, entire campus is Wi-Fi enabled

5

Propriety software / Open source software:

Microsoft Campus License, TCS iON, MATLAB, P spice, LT-Spice, Tasm, Tanner Tool, Xilinx and analysis tools, Octave, Scilab, Ubuntu.

6

Number of nodes/ computers with internet facility

502

7

**LAN facility :**

10/100 Mbps and 10/100/1000

8

**Any other:**

1. Automated admission process, Fee transaction, Learning Management System and ICT integrated evaluation through customized Campus Management Solution
2. SITAM Learning Management System (LMS), Moodle, is upgraded to uLektz, a world class LMS.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.3.1%20PROOF.pdf">https://sitam.co.in/criteria/criterion4/upload/4.3.1%20PROOF.pdf</a>

**4.3.2 - Number of Computers**

502

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

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

A. ? 50MBPS

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

**4.4 - Maintenance of Campus Infrastructure**

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

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

236

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

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

SITAM is particular about the maintenance of the equipment and other physical assets provided by the Sponsoring Society for the sake of educating the local people. There are college level committees such as

1. Institute maintenance committee
2. Library advisory committee
3. Purchase committee

These committees look after the various aspects of the utilization and maintenance of the physical, academic, and support facilities. The role and responsibilities of committees are given below.

1. General civil maintenance and upkeep of civil infrastructure is carried out by the institute level canteen and campus committee.
2. Repair and Maintenance of laboratory equipment's/instruments are initiated by the respective Laboratory In-charge as and when required. The purchase committee handles the repair/maintenance/calibration request appropriately by placing order to the respective equipment experts. History cards of the equipment's are maintained, which indicate the maintenance/repair/calibration of the respective

equipment's. As a precautionary measure, laboratory in-charge, along with laboratory assistant, ensures proper working of all equipment at the beginning of each semester.

3. The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and timetables/logbooks indicate the regular utilization of the respective facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.4.1%20proof.pdf">https://sitam.co.in/criteria/criterion4/upload/4.4.1%20proof.pdf</a>

## 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**

811

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

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

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

37

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

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://sitam.co.in/criteria/criterion5/upload/5.1.3.pdf">https://sitam.co.in/criteria/criterion5/upload/5.1.3.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

716

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

716

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

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

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

## 5.2 - Student Progression

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

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

52

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

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

1

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

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

14

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

The growth and development of any academic institution depends on the energy, enthusiasm and commitment of the primary stakeholders namely the students. The opportunities that are made available for the young to apply themselves for enhancing the quality of their academic life, realization of the innate talents, the achievement of human potential, ownership of one's own academics are important aspects that determine the credibility of the Institution. From its inception GVP-SITAM realized that almost anything is possible with the wholehearted involvement and participation of the students. Therefore, the importance of students leadership can never be overstated.

Hence, the HEI involves students in all activities such as academics, cultural activities, entertainment, sports, social activities of the college, etc. SITAM encourages the students to be members for various committees that operate at three levels namely class, year, Department and finally at the College level.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.3.2%20additional%20data.pdf">https://sitam.co.in/criteria/criterion5/upload/5.3.2%20additional%20data.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the**

**Institution participated during the year**

20

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

**5.4 - Alumni Engagement**

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

Alumni Association, administered by an Alumni Committee is very active in promoting interactions and camaraderie among the current students, faculty and the management. SITAM takes great effort in maintaining an active Alumni Network. The aim of this platform is to facilitate easy communication amongst the alumni, reconnect with their Alma-Mater and to add value to current student community. This association helps in placement, project work and Industry-Institution interaction. Further, some of the alumni mentor our students both for academics and project work. The alumni meets aim to foster a sense of community among alumni and gives a sense of connectedness to SITAM. The professionals exchange information about their work, share experience and help each other for networking needs, hiring, referrals for specific expertise, or looking for a new job, etc. Young students meet with alumni of their department and that enables them to plan their career with new social connections. Some of the alumni participate in the developmental activities of SITAM during their time off to guide the students with their projects that are of great significance. As they become more and more successful and wealthy, many more alumni may come forward to institute and organize scholarships and funds to help the needy and deserving students.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.4.1%20(1).pdf">https://sitam.co.in/criteria/criterion5/upload/5.4.1%20(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>A. ? 5Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The vision and mission of the institution are:

To evolve into and sustain as a Centre of Excellence in Technological Education and Research with a holistic approach.

To produce high quality engineering graduates with the requisite theoretical and practical knowledge and social awareness to be able to contribute effectively to the progress of the society through their chosen field of endeavor.

The Governing Body (GB) is the highest body that monitors the progress of the college and suggests activities for the growth and overall development of the institution. The main objective of the GB is to offer transparent and effective governance in building and developing the institution. The key responsibility of the GB is to develop and implement the mission, vision, quality policy, and strategic plan of the institution. The short term and long term goals are reviewed periodically if necessary, revised strategies are implemented. The GB, through the Director and the Principal, monitors parameters such as teaching-learning process, good academic and administrative practices, bench marking, and risk so as to meet the interests of stakeholders.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.1(1)(2)(3)(4).pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.1(1)(2)(3)(4).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM encourages decentralization in terms of Academic planning, Internal Administration in the departments including Library, Internal Assessment and Leave Monitoring, Laboratory management. Department heads are empowered to exercise administrative influence and the principal provides guiding principles and general practices. Management actively supports the Administrative machinery by timely help, purchases (through recommendations of Purchase Committee), and recruitment (through recruitment committee).

The Governing Body (GB), with the Principal as Member Secretary, meets at least twice in a year to discuss and implement action items:

The Institute supports a trend of decentralized governance system with proper well defined inter-relationships

- Sets objectives in consonance with the vision and mission of the Institute and shares its inputs through periodic Governing Body (GB), Management Review Committee (MRC), Internal Quality Assurance Committee (IQAC) and Local Management Committee (LMC) meetings.
- Approves hiring competent, dedicated individuals to implement teaching-learning process effectively to realize the vision and mission of the institute.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.2(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.2(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

## 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning is a continuous process with a specific focus on accomplishing institutional goals in this competitive world. Strategic Planning and deployment document (SPDD) is based on analysis of current obstacles and future opportunities and envisages the direction towards which the organization should move to achieve its set goals and objectives. Picture below shows the SP formulated at SITAM for it to walk into the "highway" of learning places and achieves its stated goals.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.2.1(1)(2)(3).pdf">https://sitam.co.in/criteria/criterion6/upload/6.2.1(1)(2)(3).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM follows a transparent and tightly knit organizational setup to ensure accountability, responsibility and clarity. Various cells, departments, and other bodies are accurately represented in the organogram. The organogram is widely publicized in the institute at various places so that everyone is aware of the responsibilities. The organogram of SITAM is attached.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.2.2(1)(2).pdf">https://sitam.co.in/criteria/criterion6/upload/6.2.2(1)(2).pdf</a>
Link to Organogram of the institution webpage	<a href="https://sitam.co.in/images/organogram.jpg">https://sitam.co.in/images/organogram.jpg</a>
Upload any additional information	<a href="#">View File</a>

## 6.2.3 - Implementation of e-governance in areas of operation Administration Finance

A. All of the above

## and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Employees are undeniably crucial stakeholders who influence organizational effectiveness by stabilizing the adaptive environment. The management of SITAM implemented various monetary as well as non-monetary welfare measures for employees. Monetary welfare schemes are:

1. Employees Provident Fund as per PF rules
2. Salary advance facility for teaching and non teaching staff in case of urgency.
3. Medical Leave & Maternity/Paternity leave for eligible staff members.
4. Employee gets fees concession for their ward.
5. Leave for higher education.
6. Subsidized food in the canteen.
7. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together.
8. Internet and free Wi-Fi facilities are also available in campus for staff.
9. Women Empowerment Cell is established for creating venues for

women members to flourish and gain momentum.

10. Lodging and boarding facility to the needy.

11. Summer Vacation for staff.

12. Free transport facility for all the staff

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.1(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.1(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

23

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

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

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

5

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

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

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

75

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

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

The institution has performance based appraisal system for the assessment of teaching and non-teaching staff. The appraisal report is based on the annual performance of the employees on

the basis of their academic, research and other extra-curricular activities.

The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback and pass percentage of the course are also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, NPTEL Courses , performing invigilation duties, contribution to College administrative bodies such as college R&D Cell, IQAC, TIC, EDC Cell, NAAC, etc. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in International journals, Book publication, sponsored projects consultancy, research supervision, awards, honors, etc. The above performance appraisal report is filled by employee in a given prescribed proforma which includes all the related points. Filled-in form is perused by the HOD to assess the attitudinal / behavioral / professional aspects of the concerned faculty.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.5(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.5(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

Income and expenditure of the Institute are audited every month by the College Finance Committee for internal audit. The institute follows the procedure laid down by UGC and AICTE . The committee monitors the purchase and expenses incurred from funds generated through fees and other grants. Institutional Administration is responsible for the preparation of financial statements that give true and fair view of the financial

position. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements. The budget takes into consideration the following.

- Maintenance and Construction of buildings, Campus development.
- The salary for teaching, non-teaching, and contingency staff.
- Research and Development activities.
- Sponsoring faculty members for seminars, workshops, and conferences.
- Purchase of books and subscriptions of journals in the library.
- Payment of internet, electricity and telephone bills.
- Purchase of equipment and software.
- Conducting various college functions such as Sports Day, Annual Function, Farewell Party, Placement Day, etc.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.1(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.1(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

86.1

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

SITAM plans to make itself self-sufficient and have strategies for making its departments and/or centres self-sufficient in turn. Though this a herculean task in the ensuing pandemic situation, SITAM started its thrust in the direction of incremental steps. The policy and practice directive includes:

1. Developing small creative products and converting them into saleable products through patenting process.
2. Attempting to contact local industries and attempting to provide consultancy services in various areas.
3. Establishing testing and miscellaneous services for several domains of engineering.
4. Identifying creative final year student projects and trying to convert them into patentable ideas.
5. Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.
6. Salary Grant: The College receives salary grant from the BOTCHA GURUNAI DU MEMORIAL EDUCATIONAL SOCIETY. For this, we prepare and send an annual budget of the estimated salary grant required. This grant includes salaries of the Full Time Permanent teachers and non-teaching staff as well as part-time teachers working on granted posts.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.3(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.3(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

IQAC sows the seed of development by institutionalizing quality practices in every aspect of the institution. SITAM has strong IQAC team that looks into every academic and nonacademic activity supported by the institution and tries to set it right. IQAC thus looks into the quality policy of the institute to guarantee quality assurance. The institutional policy with regard to quality assurance is:

- To improve the academic and administrative performance of

the institution through a system for conscious, consistent and catalytic action.

- To internalize quality culture and institutionalize best practices in order to promote measures for institutional functioning towards quality enhancement. IQAC continuously monitors and sets checks and balances to ensure that everybody develops the habit of streamlining the procedures and adheres to the procedures. IQAC evolves Mechanisms and procedures for
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevance and quality of academic and research programs.
- Optimization and integration of modern methods of teaching and learning
- The integrity of evaluation procedures and stakeholders feedback.
- Propose and conduct workshops, seminars on quality related themes.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.1(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.1(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM-IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which are proven over the years are being followed:

Preparation of lesson plan for each Semester: The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships is also planned at this stage.

**Daily lecture Record:** Everyday faculty prepares and submits details of the lecture along with the topic covered on an online portal as well as Course Track Register (CTR).

**Evaluation of teachers by students:** The institution has a feedback system to check the quality of teaching. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. Director and management also monitor the feedback system and takes appropriate corrective actions.

The institute monitors the performance of the students regularly. It has specified procedure to collect and analyze data on student learning outcomes; the following points are adopted by the institute in this context:

- Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Regular class tests and interactions

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.2(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.2(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.3(1)(2).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.3(1)(2).pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

SITAM's tenets are always clear and stream lined about safety and security of all employees through awareness and counselling. All issues are related amicably with firmness of justice and yet

#### Safety and Security

To maintain safety and security on the campus the use of identity cards is mandatory for students as well as faculty. A visitor can enter the campus only by taking a gate pass. An adequate number of security guards are placed at different places in the campus. Security guards keep a watch on the entire area with the view to maintain discipline in the campus and monitor parking area and other common areas of the campus. CCTV cameras are mounted on all public areas within the campus and within the building are continuously monitored. Mentors and their teams monitor security at the hostel. Anti-ragging notices are prominently displayed. Any report in this regard is taken up by the Anti Ragging committee of the institute. A Grievance cell addresses all problems faced by students. A fire extinguisher is provided in every wing of all buildings. Emergency needs like ambulance and doctor are made available as and when required immediately.

File Description	Documents
Annual gender sensitization action plan	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf</a>

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

**A. 4 or All of the above**

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

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

**SITAM sees itself as an essential component of the ecosystem it lives in. As a result,**

**SITAM minimises any negative behaviours that can jeopardise the wellbeing of systems that are close to it. SITAM is an ideal ecological system thanks to carefully designed building construction, plant life, and human support systems. To lessen its impact on both animal and plant life as well as human life, SITAM carefully evaluates the ingress/egress movement of solid, liquid, electronic, and other materials.**

**SITAM sees itself as an integral part of the natural system that supports it. Accordingly, SITAM prohibits any harmful activity that can thwart the flourishing of structures surrounding it. SITAM is an ideal natural framework because to carefully considered building architecture, vegetation, and social**

networks that provide emotional support. In order to minimise the influence of the strong, fluid, electronic, and other entrance/departure stream on human living, SITAM also carefully considers fauna and vegetation

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

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

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

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

**7.1.5 - Green campus initiatives include**

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

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

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

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

**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**

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

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

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

SITAM provides an all inclusive environment to foster tolerance and harmony towards cultural, regional, linguistic, communal and other socio-economic diversities. As a preliminary practice, all persons are encouraged to restrain anger and hatred in all situations.

SITAM understands that each and every stake-holder in it need to draw inspiration from the great sons and daughters of India and make the nation a strong, sincere, and robust nation.

Recognizing this, SITAM organizes national festivals, birth and death anniversaries of great Indian Personalities, and most, if not all the several important days of historic, cultural, including local and regional importance of which some are mentioned below:

- Independence day
- Republic day
- Yoga Day
- Makar Sankranti
- Diwali

The institute recognizes and attests importance of national days and such as all celebrations programmes are organized with motivational and inspirational speeches, cultural events like plays are organized combined with activities.

Festivals uphold pluralism and diversity of India and are

celebrated in that very spirit. Diwali is celebrated with program of distribution of sweets along with exchange of wishes. On Yoga day, yoga sessions are offered for the faculty and are kept open to all for participation

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

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

In India, a nation characterized by a rich tapestry of cultural, social, economic, linguistic, and

Ethnic diversities, individuals are united under the guiding principles of the Constitution, regardless of distinctions such as caste, religion, race, or gender. At SITAM, both staff and students receive education on the constitutional imperatives, encompassing values, rights, duties, and responsibilities, fostering a sense of citizenship and responsible conduct. The institution aims to furnish students with the requisite knowledge, skills, and values to navigate the delicate balance between livelihood and life, within a supportive, safe, accessible, and affordable learning environment. These principles form the bedrock of the college community's ethos, instilled through participation in various cultural, traditional, and value-centric programs featuring distinguished speakers. Additionally, SITAM organizes awareness initiatives covering topics such as plastic usage, cleanliness, and the Swachh Bharat campaign, actively engaging students in societal concerns. Institutional policies are crafted to reflect these core values, while the university curriculum incorporates essential courses such as Professional Ethics and Human Values, the Constitution of India, and the Essence of Indian Traditional Knowledge, aimed at cultivating a sense of constitutional duty among students. Furthermore, the institution undertakes significant efforts to promote awareness on sanitation, quality of life, and self-awareness, exemplified by the establishment of dedicated NSS and NCC units that actively contribute to community service. Ethical values, rights, duties, and responsibilities feature prominently in extracurricular

activities such as elocution, debates, and class presentations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf">https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf</a>
Any other relevant information	<a href="https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf">https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The 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	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

SITAM provides an all inclusive environment to foster tolerance and harmony towards cultural, regional, linguistic, communal and other socioeconomic diversities. As a preliminary practice, all persons are encouraged to restrain anger and hatred in all situations. They are reminded the motto of the institute

Panditaha samadrsinaha.

SITAM organizes national festivals, birth and death anniversaries of great Indian Personalities, and most, if not all the several important days of historic and cultural importance of which some are mentioned below:

- National Mathematics Day
- Independence day
- Makar Sankranti
- Republic day
- Science day
- Teachers day
- Ganesh jayanthi
- Women's day
- Yoga Day
- Engineer's day

The institute recognizes and attests importance of national days and for all celebrations programmes are organized with motivational and inspirational speeches, cultural events like plays are organized combined with activities.

Festivals uphold pluralism and diversity of India and are celebrated in that very spirit. Diwali is celebrated with program of distribution of sweets along with exchange of wishes. In Yoga day, yoga sessions are offered for the faculty and are kept open to all for participation.

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

## 7.2 - Best Practices

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

Encouraging student participation in processes dedicated to

improving quality.

- SITAM College, student participation in quality enhancement is a continuous and ongoing practice. The engagement of students in the higher education quality enhancement process is essential for the following reasons:
- Students are perceived as skilled human resources poised to actively engage and contribute to the progress and advancement of business and industry. They represent a primary driving force consistently striving to expand the boundaries of knowledge. The involvement of students in quality enhancement is regarded as an opportunity for them to actively participate in the ongoing development process. This fosters a sense of belonging to the institution and a responsibility to uphold and safeguard its performance excellence

#### Remedial Courses for Students Needing Additional Support

Students facing challenges in keeping up with the classroom pace due to lower IQ often go unnoticed, as they may not have a specific learning disability. Unfortunately, many of these students end up leaving school because the classroom environment proves to be challenging for them. However, learning is a lifelong endeavor, and every child should be given an opportunity for continual growth in their life. SITAM College actively promotes this philosophy by offering a dedicated platform for such learners who, due to certain unavoidable circumstances, couldn't initially keep up. A separate session is provided for these learners with subject experts, and the outcomes have been remarkably successful so far

File Description	Documents
Best practices in the Institutional website	<a href="https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf">https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf</a>
Any other relevant information	<a href="https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf">https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf</a>

### 7.3 - Institutional Distinctiveness

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

A Local Chapter of NPTEL (National Programme on Technology Enhanced Learning) has been established in SITAM. Faculty and students of SITAM have taken the advantage of this excellent opportunity. This programme purveyed to enhance and substantiate the learning. As the world is being developed with the new technologies, discovering and manipulating new ideas and concepts of online education are changing rapidly. In response to these changes, to work on strategic plans to implement online education.

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

7.3.2 - Plan of action for the next academic year

**1. Curriculum Enhancement:**

- Review and update the existing curriculum to incorporate the latest industry trends, technological advancements, and emerging fields.
- Introduce new elective courses aligned with students' interests and industry demands.
- Incorporate interdisciplinary projects and practical sessions to foster hands-on learning.

**2. Faculty Development:**

- Organize workshops, seminars, and training programs for faculty members to upgrade their skills and stay abreast of the latest developments in their respective fields.
- Encourage faculty members to engage in research and publication activities to enhance their knowledge and contribute to academic growth.



## YEARLY STATUS REPORT - 2023-2024

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
• Name of the Head of the institution	Dr. DWIVEDULA VENKATA RAMAMURTHY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09885219988
• Mobile No:	09676788855
• Registered e-mail	sitam.director@gmail.com
• Alternate e-mail	principal@sitam.co.in
• Address	Gajularega, Vizianagaram
• City/Town	vizianagaram
• State/UT	Andhra Pradesh
• Pin Code	535002
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, GURAJADA, VIZIANAGARAM</b>				
• Name of the IQAC Coordinator	<b>CH. VENKATA LAKSHMI</b>				
• Phone No.	<b>09885219988</b>				
• Alternate phone No.	<b>7013407385</b>				
• Mobile	<b>9177912348</b>				
• IQAC e-mail address	<b>sitamiqac@sitam.co.in</b>				
• Alternate e-mail address	<b>venkata.chelapaka@sitam.co.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sitam.co.in/AQAR%202022-23.pdf">https://sitam.co.in/AQAR%202022-23.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sitam.co.in/ACADEMIC%20CALENDAR%202023-24.pdf">https://sitam.co.in/ACADEMIC%20CALENDAR%202023-24.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>2.64</b>	<b>2020</b>	<b>08/01/2020</b>	<b>07/01/2025</b>
<b>6.Date of Establishment of IQAC</b>			<b>17/02/2018</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>Nil</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1. Stakeholder Feedback Mechanism 2. Green Campus Initiatives 3. Student Support and Mentoring 4. Enhanced Accreditation and Ranking Efforts		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
Conduct workshops, FDPs, and seminars on advanced technologies, teaching methodologies, and accreditation processes.	Organized 12 events including workshops and FDPs, benefitting over 200 faculty members and improving the quality of academic delivery.	
Launch eco-friendly initiatives to move towards a green campus.	Implemented waste segregation, energy-saving measures, and tree plantation drives, reducing the carbon footprint of the campus.	
Strengthen industry-academia collaboration by signing Memorandums of Understanding (MOUs) with reputed industries.	Signed MOUs with 10 companies, resulting in internship opportunities and industrial training for students, as well as guest lectures by industry experts.	

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
IQAC	19/09/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-23	28/02/2024
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Integration of the knowledge domains to achieve synergistic solution for the real-life problems is an ongoing effort in SITAM. Computer Science is pervading all the classical branches of study such as Mechanical / Electrical/ Electronics/Civil Engineering. There are several overlapping areas across the traditional branches and the relatively newer branches of Computer Science, Data Sciences, Machine learning, etc. Project works form an important direction in achieving interdisciplinary interaction. Several projects span across Mechanical Engineering, Electrical Engineering, Computer Science and Engineering branches. Students are encouraged to foray into these overlapping areas with the idea that the problem does not know the problem-domain. An important area where Engineering Students often fumble is estimating the time needed for production and cost of production. Likewise, engineering students find it difficult to choose the popularising method and brand making strategy. These areas are relatively easily handled by the students of Business Administration. Now that Business Administration courses are introduced into the SITAM family, we will explore several such options where an optimum mix of business skills and engineering acumen result in meaningful and win-win solutions. Similarly the D-VOC students exhibit raw skill and miraculous hand-eye coordination for producing and maintaining equipment in excellent condition. Plans are on way into incorporate these skills along with business skills and engineering acumen in projects that span all the products from conception to the inception of the production. The Institute is affiliated to Jawaharlal Nehru Technological University, Gurajada, Vizianagaram. As per the guidelines of University, all lectures and practicals were conducted in physical mode. During pandemic, the</p>	

system has adopted the change from classroom teaching to blended learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process. Each course contents are available on Google classroom includingsyllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. The MCQ tests are conducted using Ulektz platform. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet

#### **16.Academic bank of credits (ABC):**

The Academic Bank of Credits (ABC) is a pioneering initiative introduced under the National Education Policy (NEP) 2020, aimed at fostering flexibility and multidisciplinary learning from school children to PG. It facilitates students to digitally store and transfer earned credits from one institution to another, enabling seamless mobility across courses and disciplines. The ABC empowers learners to design personalized academic pathways, promoting lifelong learning and skill development. With the mandatory implementation, institutions are integrating ABC into their academic frameworks, ensuring adherence to quality standards while enhancing student-centric education. This initiative bridges traditional learning with a future-ready, flexible education ecosystem.

#### **17.Skill development:**

Skill is the dexterity one achieves by practicing a specific task or following a particular process with keen focus towards achieving a well-defined objective. Skill is often formed in an individual when the process or the task is repeated many times with concentration and commitment. For ages, skill development is a problem in "teaching institutions". A mid-way solution to imparting skill in ones domain is achieved through internships and practical project-works carried in industries that deal with the domain where skills is desired. Over the past few semesters, SITAM introduced the concepts of On- Job Training (OJT) and Community Service Projects (CSP). Students are continuously involved in "serving" in an appropriate industry in a suitable capacity to pick the parlance of the industry, working habits, knack of performing tricky operations, and hand-eye coordination required. Such skills are amply inculcated during the OJT. Diploma students routinely undergo a few weeks of OJT every semester and enjoy learning new skills. Community Service Projects (CSP) explore the problems faced by the citizens in the adjacent community and attempt to provide engineering solutions. Students often spend about a month in a semester in the adopted villages interacting with the local citizens and work with these citizens in coming up with a solution. CSP gives practical acumen as

well as empathy for the common populace and their problems

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

Indian traditional knowledge system involves a mixture of a mood of curiosity, a mood of quest, a mood of determination, and a mood of humility towards elders. Involving all the stakeholders and making a synergistic ambience of Indian Traditional Knowledge system in the institute is indeed a herculean task. The internal framework of mind is a tough nut to crack in a relatively small period may not be possible. To foster the mood of curiosity and other attributes of the penchant of Indian Traditional learning system, constant exposure and regular practice are a must. To ensure that the student is involved in immersion learning as followed in Indian education system, various discussion sessions and symposia are arranged. Eminent philosophers and academicians are invited to the Institute and students are given ample opportunity to interact with these members. Also, the teachers are encouraged and empowered to nurture the curiosity, constant practice, and mood of humility by providing supportive environment of care, concern, love, and affection towards the students. In such supportive environments, students obviously flourish. It is a very herculean task to achieve such cosmic identity and oneness with the Indian Traditional Knowledge System. SITAM started its journey by following the courses on Indian Traditional Knowledge System intro

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

Outcome Based Education (OBE) is a student centric instruction model which focuses on measuring student performance continually and posing interventions at every stage to correct for deviations in learning outcomes. Broadly an outcome is an observable, measurable ability that a student acquires through the instruction in a part of the program. The idea is it is not what is taught that is important but what skill a student achieved and to what extent the student achieved the skill that is important according to the OBE philosophy. Efforts to enter OBE realm started in SITAM when the teachers are initiated into this philosophy just before the Corona regime. The course outcomes specified by the affiliating university are carefully mapped to the program outcomes and a "Program Signature" is developed to indicate the general pictorial representation of the program outcomes. Faculty are thoroughly sensitized about the precepts of OBE and the students in turn are educated about the same. The Program Outcomes are displayed at each department so that students understanding of the OBE terminology becomes deeply etched in the memory. The outcome attainment for each

course is carefully monitored through Faculty Course Attainment Report (FCAR) developed by the teachers immediately after the completion of the course and results are announced. FCAR lists the outcomes attained by a cross-section of the students for the course handled by the teacher. Along side the program outcomes, proper focus is given on Program Educational Objectives to foster long term memory items and lifelong learning attitude

## 20.Distance education/online education:

The Institute is affiliated to Jawaharlal Nehru Technological University, Gurajada, vizianagaram. As per the guidelines of University, all lectures and practicals were conducted in physical mode. During pandemic, the system has adopted the change from classroom teaching to blended learning. Google drive, Google classrooms are effectively used for course conduction and evaluation process. Each course contents are available on Google classroom including syllabus, PPTs and notes. The assessments of the courses are done through online assignments, quizzes. The MCQ tests are conducted using Ulektz platform. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet.

## Extended Profile

### 1.Programme

1.1	451
Number of courses offered by the institution across all programs during the year	

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

### 2.Student

2.1	382
Number of students during the year	

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

2.2	382
Number of seats earmarked for reserved category as per GOI/ State	

Govt. rule during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.3		333
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		82
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2		80
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1		43
Total number of Classrooms and Seminar halls		
4.2		510.015
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		502
Total number of computers on campus for academic purposes		

## Part B

### CURRICULAR ASPECTS

## 1.1 - Curricular Planning and Implementation

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

SITAM emphasizes continuous, incremental learning with meticulously planned curriculum delivery. Guided by JNTUGV regulations, the institute ensures effective realization of Program Outcomes (POs) and Course Outcomes (COs) through systematic planning, delivery, and monitoring.

**Planning:** Course preparation begins a month before the semester, with logical subject allotment ensuring teacher-class compatibility. Teachers develop lesson plans, prepare resources, and summarize them to peers for validation. Video content, quizzes, and diverse teaching aids are also pre-designed. Subject-teacher rotation every 3-4 years prevents stagnation.

**Content Delivery:** Engaging methods like one-minute recaps, 17-minute teaching intervals, Active Cooperative Learning, TEDx videos, and diverse instructional techniques (e.g., simulations, working models) cater to varied student backgrounds. Assignments and interactive activities ensure vibrant learning.

**Monitoring:** Tools like the Course Track Register (CTR), internal audits, and student feedback help monitor progress. Regular expert interactions guide teachers, while extracurricular activities like competitions, fine arts, and sports foster holistic development.

SITAM integrates academics and extracurriculars to nurture body, mind, and soul, preparing students for lifelong learning and societal contribution, making it uniquely positioned for comprehensive education.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/criterion1/upload/1.1.1%20Proof_compressed(1)(2).pdf">https://sitam.co.in/criteria/criterion1/upload/1.1.1%20Proof_compressed(1)(2).pdf</a>

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

SITAM (Satya Institute of Technology and Management) operates on a meticulously planned calendar that integrates academic, co-

curricular, and extracurricular activities. The affiliating university, JNTU-GV, Vizianagaram, provides a baseline academic calendar that serves as the foundation for all affiliated colleges, including SITAM. This calendar is then enriched by SITAM to incorporate a diverse range of events such as:

- Birthdays of national heroes and notable figures
- Significant national and international holidays
- Cross-cultural festivals and celebrations
- College festivals and events

Each department is entrusted with specific events, ensuring a varied and dynamic program execution. Students are encouraged to actively participate in organizing these events, developing essential skills like leadership, teamwork, and problem-solving, thereby preparing them for future challenges and responsibilities.

In adherence to the academic calendar, SITAM places significant emphasis on the conduct of Continuous Internal Evaluation (CIE). This process is meticulously planned and executed to assess student performance consistently throughout the semester. CIE includes regular assignments, quizzes, midterm examinations, and practical evaluations, ensuring comprehensive assessment aligned with Course Outcomes (COs). The results of CIE are monitored and analyzed to provide timely feedback, helping students improve and meet learning objectives effectively.

This comprehensive calendar fosters an inclusive learning environment, promoting both academic excellence and personal growth.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criterions/creterion1/upload/1.1.2%20Proof_compressed(1).pdf">https://sitam.co.in/criterions/creterion1/upload/1.1.2%20Proof_compressed(1).pdf</a>

**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**

**A. All of the above**

## Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

19

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

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

1070

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

1070

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

**1.3 - Curriculum Enrichment**

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

JNTUGV specifies the curriculum, regulations, and course content for all programs in affiliated colleges. At SITAM, we go beyond the prescribed curriculum to promote excellence and social awareness through initiatives like expert talks, NSS activities, and celebration days. These complement courses such as Professional Ethics and Human Values, Environmental Sciences, and Socially Relevant Projects, instilling values of gender equality, sustainability, and social responsibility.

Women's Day celebrations inspire gender equality, while environmental initiatives, including industry visits and expert lectures, equip students to address ecological challenges. NSS activities in neighboring villages focus on environmental conservation, girl child education, and human values, fostering responsible citizenship. Yoga classes enhance physical and mental well-being, and expert lectures showcase exemplary human values.

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

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

3

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

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

995

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

## 1.4 - Feedback System

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

**A. All of the above**

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://sitam.co.in/criteria/criterion1/criterialdisplay.php?year=2023-24">https://sitam.co.in/criteria/criterion1/criterialdisplay.php?year=2023-24</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

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

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

438

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

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

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

377

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

## 2.2 - Catering to Student Diversity

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

SITAM systematically assesses student learning levels from admission through a structured Induction Programme. Each year, newly enrolled engineering and management students participate in this programme, where they are briefed on the syllabus, class schedules, faculty coordinators, counselors, anti-ragging norms, code of conduct, and upcoming events.

For lateral entry students (diploma holders joining in the second year), peer guidance is provided to ease their transition and help them integrate with classmates.

Advanced Learners are encouraged to enhance their skills through paper presentations, GATE/competitive exam mentoring, experiential learning sessions, and career planning guidance.

Slow Learners are identified based on internal evaluation, assignments, and semester exams. To support them, remedial classes are conducted daily after regular lectures to improve subject performance.

The institution also organizes Campus Recruitment Training (CRT) for third-year students, focusing on aptitude preparation, resume writing, group discussions, and interview skills to enhance employability.

To boost student confidence, the college promotes participation in extracurricular activities like NSS, NCC, cultural events, and sports, fostering interpersonal and leadership skills. Through these initiatives, SITAM ensures holistic student development, catering to diverse learning needs and preparing them for future challenges,

File Description	Documents
Link for additional Information	<a href="https://sitam.co.in/criteria/criterion2/upload/Advanced%20Learner's.pdf">https://sitam.co.in/criteria/criterion2/upload/Advanced%20Learner's.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1354	80

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

## 2.3 - Teaching- Learning Process

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

SITAM employs diverse teaching methods to cater to varying knowledge-transfer needs based on the topic, audience, and course outcomes. Recognizing the average attention span of students, teachers use engaging techniques, pausing every 12-15 minutes to review or interact.

### Learner-Centric Methods:

1. **Flipped Classrooms:** Students review material (videos/readings) before class, enabling hands-on problem-solving during class, guided by teachers through recall, examples, and tips.
2. **Self-Organized Learning Environments:** Students tackle probing questions and problems independently, often in computer labs, fostering critical thinking.
3. **Active Learning:** Through debates, discussions, and intelligent question formulation, students achieve deeper understanding.
4. **Cooperative Learning:** Group tasks encourage synergy, divergent thinking, and practical knowledge application.
5. **Project-Based Learning:** Students address real-world challenges, developing critical thinking and interdisciplinary skills.
6. **Service Learning:** Combines academic instruction with community service, enhancing civic responsibility and teamwork.

Supplementary Methods: Industry visits, case studies, seminars, guest lectures, and workshops enrich the learning experience. Laboratories and ICT tools solidify concepts, making learning enduring.

During COVID-19, SITAM swiftly implemented online teaching using PPTs, video lectures, and digital resources like e-books and e-journals, ensuring uninterrupted education.

By integrating innovative and experiential learning approaches, SITAM fosters a holistic, practical, and community-oriented educational environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged(1)(2)(3).pdf">https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged(1)(2)(3).pdf</a>

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

At SITAM, our faculty combine modern methods with classical techniques of instruction by using Information and Communication Technology (ICT) to support, enhance, and improve the delivery of pedagogy. Information and Communication Technology (ICT) tools contribute to high quality lessons since they have potential to increase students' motivation, connect students to many information sources, support active in - class and out - class learning environment, etc.

In addition to the chalk - and - talk method of teaching, the faculty in our institute use ICT tools to communicate, create, propagate, store, and manage information. ICT enables students to access for different information sources to deal with on-going technological change in the community.

Each classroom is equipped with projector to facilitate the faculty to present the subject matter as PowerPoint presentations and video lectures, encouraging the students for active learning. The Teaching

- Learning process is equipped with Regular Practical Sessions and access to Digital Library, Online Courses (MOOCs), Online journals, E-books, etc. Seminar halls are digitally equipped where guest lectures, competitions and student interplay take place. Specialized computer laboratory with a cyberspace has been provided to promote independent learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://sitam.co.in/criteria/criterion2/upload/2.3.2%20Proof%20merged(1)(2).pdf">https://sitam.co.in/criteria/criterion2/upload/2.3.2%20Proof%20merged(1)(2).pdf</a>

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

#### 2.3.3.1 - Number of mentors

75

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

### 2.4 - Teacher Profile and Quality

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

82

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

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

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

16

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

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

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

405

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

SITAM ensures a transparent and robust evaluation process communicated clearly to students. The Principal oversees its effective implementation through regular faculty meetings.

Continuous Evaluation Methods: Student performance is assessed through mid-examinations, assignments, fieldwork, seminars, group discussions, internships, community service projects, skill-oriented courses, and soft skills training. Mid-exams are conducted per the academic calendar of Jawaharlal Nehru Technological University Gurajada, Vizianagaram (JNTUGV), with weightage varying by

university regulations.

**Evaluation Transparency:** Results are displayed on notice boards and shared with students and parents. Personal guidance and remedial classes support academically weaker students. Faculty members encourage skill-building by assigning topics for PowerPoint presentations, enhancing students' communication and soft skills.

**Mechanisms for Assessment:**

1. Internal Examination Committee
2. Question Paper Setting
3. Examination Conduct
4. Result Display
5. Student Interaction on Assessment

This structured evaluation process motivates students to engage actively in academics and co-curricular activities, enhancing their overall development. Seminars, in particular, improve communication skills essential for interviews and career readiness. Through continuous assessment, SITAM fosters a culture of learning and self-improvement, ensuring academic excellence.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf">https://sitam.co.in/criteria/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf</a>

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

SITAM has a structured mechanism for addressing examination-related grievances at both the institute and university levels.

**Institute Level:** Students are informed about evaluation procedures, internal and external weightage, and university regulations. After internal tests, answer scripts are distributed, allowing students to clarify marks with faculty. Unresolved issues are escalated to higher authorities. Class committee meetings are held post-internals, involving HoDs, mentors, and diverse student groups, to address grievances related to question papers or syllabus coverage.

At semester-end, finalized internal marks are displayed on notice boards for verification. These are uploaded to the university portal

by faculty and approved by the Principal or HoD after confirmation.

University Level: A jumbling system is implemented for theory end-semester exams to ensure fairness and control. Queries related to results, mark sheets, or certificates are forwarded to the JNTUGV examination section via the college examination cell.

Students dissatisfied with semester results can apply for revaluation or recounting. Challenge evaluation is available within a week of revaluation results, involving two subject experts. Refunds are provided if the student clears the paper. The process is transparent, time-bound, and ensures grievances are resolved before the next examination cycle.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.5.2%20Regulation%20Countersignedff.pdf">https://sitam.co.in/criteria/criterion2/upload/2.5.2%20Regulation%20Countersignedff.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

Under the affiliation to JNTU-GV, Course Outcomes (COs) are defined in the syllabus and published in the Academic Regulations, Curriculum Book, and departmental website, ensuring accessibility to all stakeholders. They are disseminated through educational initiatives, faculty workshops, student induction programs, and meetings.

Program Outcomes (POs) and Program Specific Outcomes (PSOs) are clearly defined by each department, considering stakeholder input. These are displayed on notice boards, shared in classrooms, and included in laboratory manuals and course files maintained by faculty. POs and PSOs align with the institute's vision and mission, with each CO linked to a PO and measured quantitatively for achievement.

Program Outcomes (POs):

1. Apply knowledge of mathematics, science, and engineering to solve complex problems.
2. Analyze and solve engineering problems using foundational principles.
3. Design solutions with considerations for health, safety, and the environment.
4. Use research methods for valid conclusions.
5. Apply modern tools to engineering activities with awareness of their limitations.
6. Address societal, health, safety, and cultural issues in engineering practices.
7. Promote sustainable development.
8. Uphold ethical principles and professional responsibilities.
9. Work effectively as an individual or in teams.
10. Communicate effectively in engineering contexts.
11. Apply engineering and management principles in project management.
12. Pursue lifelong learning amidst technological advancements.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.1-SUPPORTING%20DOCUMENT%20SIGNED.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.1-SUPPORTING%20DOCUMENT%20SIGNED.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The institute periodically assesses the student performance using a variety of tools to determine whether each of the Program Outcomes, Program Specific Outcomes and Course Outcomes are met with the requirements. Direct evaluation processes like University end exams, Internal and External assessment, class tests, seminars, project work, Internships; etc helps to assess the Program Outcomes and Program Specific Outcomes by using Course Outcomes of the relevant program.

In addition, remedial classes are conducted for slow learners to improve the performance of students in their academics by providing

study materials, reference books, E-books, etc. The Institute also evaluates the Course Outcomes by Indirect assessment methods which comprise feedback from students every semester. Apart from this, Placement also serves as a measure of Program Outcomes. Employment of students upon the completion of course in various branches plays a lead role in Indirect assessment of Program Outcomes.

Further the measure of Program Outcomes, Program Specific Outcomes and Course Outcomes can also be evaluated on the basis of higher studies by the students in various Government institutions and Organizations, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.2-SUPPORTING%20DOCUMENT%20SIGNED.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.2-SUPPORTING%20DOCUMENT%20SIGNED.pdf</a>

### 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

277

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.3-SUPPORTING%20DOCUMENT%20SIGNED.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.3-SUPPORTING%20DOCUMENT%20SIGNED.pdf</a>

### 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://sitam.co.in/criteria/criterion2/upload/2.7.1.A\)SUPPORTING%20DOCUMENT%20SIGNED.pdf](https://sitam.co.in/criteria/criterion2/upload/2.7.1.A)SUPPORTING%20DOCUMENT%20SIGNED.pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

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)	No File Uploaded

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://sitam.co.in/criteria/criterion3/upload/3.1.2%20Percentage%20of%20departments%20having%20Research%20project,%20Endowments%20in%20the%20institution%20during%20the%20year.pdf">https://sitam.co.in/criteria/criterion3/upload/3.1.2%20Percentage%20of%20departments%20having%20Research%20project,%20Endowments%20in%20the%20institution%20during%20the%20year.pdf</a>

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

21

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

46

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

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

11

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

**3.3 - Extension Activities**

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

Extension activities in neighborhood communities significantly impact both the served communities and the students, fostering holistic development and social awareness. Through the Integrated Rural People's Welfare Association (IRPWA), students from various engineering disciplines engage in meaningful social initiatives, gaining personal growth while contributing to societal welfare.

Electrical and Electronics Engineering students participate in activities such as tree plantation, supporting orphanages and old age homes, and conducting health and hygiene awareness programs in rural areas. These efforts cultivate empathy and social responsibility, teaching students the importance of community service.

CSE students bridge the digital divide through digital literacy programs, teaching basic computer skills and internet usage in rural areas. These efforts empower communities with educational and economic tools, enhancing their quality of life.

Civil Engineering students address critical infrastructure needs, such as rural water supply. In Parvathipuram village, they designed a pumping-based water distribution system, improving access to clean water and public health while gaining practical skills in infrastructure development.

These activities create a dual impact: they improve community welfare while equipping students with real-world experience, leadership, and teamwork skills. Students develop a lifelong commitment to public service, enhancing both their professional competencies and dedication to making a positive societal impact.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion3/upload/3.3.1%20Extension%20activities%20carried%20out%20in%20neighborhood%20community,%20sensitizing%20students%20to%20social%20issues,%20for%20their%20holistic%20development%20and%20impact.pdf">https://sitam.co.in/criteria/criterion3/upload/3.3.1%20Extension%20activities%20carried%20out%20in%20neighborhood%20community,%20sensitizing%20students%20to%20social%20issues,%20for%20their%20holistic%20development%20and%20impact.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

2

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

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

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

17

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

960

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

18

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

8

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

SITAM's self-contained campus spans 5.12 acres with a built-up area of 20,747.13 sq. meters, offering state-of-the-art infrastructure that complies with AICTE norms. Its modern facilities include academic wings, laboratories, workshops, a computer center, a library, seminar halls, a sports ground, and a medical center, creating a vibrant learning atmosphere. Classrooms are equipped with advanced teaching aids, and 34 well-equipped labs bridge the gap between theory and practice.

The central library, fully computerized with a barcode system, houses 3,752 titles and 21,372 volumes, along with a digital library of e-journals, e-books, and CDs. Robotics and Tesla Innovation Labs encourage creativity and hands-on learning, emphasizing problem-solving and conceptual understanding. Facilities like an incubation center, CAD/CAM lab, and Entrepreneurship Development Cell foster technical and entrepreneurial skills.

The campus features a 310 Mbps internet-enabled computer center, landscaped gardens, CCTV surveillance, uninterrupted power supply, RO water systems, and a canteen. Hostel amenities include Wi-Fi, generator backup, a gymnasium, and medical care. Regular maintenance, safety measures, and feedback systems ensure an optimal learning environment. SITAM provides a comprehensive platform for academic excellence, innovation, and personal growth.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.1%20proof(1)(2)(3)(4)(5).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.1%20proof(1)(2)(3)(4)(5).pdf</a>

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

SITAM prioritizes the holistic development of students through robust co-curricular and extracurricular activities. The institute offers comprehensive infrastructure for sports, cultural activities, yoga, and fitness to instill qualities like leadership, teamwork, and competitiveness.

**Sports and Games:** A dedicated sports in-charge identifies and trains talented students for university and national-level events. Facilities include indoor games like table tennis, chess, and carrom, and outdoor sports such as cricket, football, volleyball, basketball, badminton, kabaddi, and athletics. Individual sports like swimming are also encouraged.

**Yoga and Gymnasium:** A designated yoga and meditation space supports mental and physical wellness for students and faculty. The gymnasium is equipped with treadmills, weights, and benches for recreational fitness.

**Cultural Activities:** Events like Freshers' Day, Farewell, and annual fests showcase students' talents through Singing, Dance, and Photography Clubs. Programs are held in seminar halls, an indoor auditorium, and an open-air amphitheater.

**Technical Clubs:** Robotics, Coding, and App Development Clubs encourage innovation and skill-building. Managed by the student council, these activities foster creativity, organizational skills, and personality development.

Notable participations include the All India Inter-University Taekwondo and Cross Country Championships. SITAM emphasizes physical fitness and cultural awareness, preparing students for life beyond academics.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.2%20proof%20(2023-24).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.2%20proof%20(2023-24).pdf</a>

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

38

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

38

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.3%20(2023-24)%20PROOF.pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.3%20(2023-24)%20PROOF.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

510.015

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

## 4.2 - Library as a Learning Resource

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

The SITAM library spans two floors with a total carpet area of 1,000 m<sup>2</sup>. The first floor houses the circulation area, loan book section, and a 150-seat reading capacity, while the second floor features a digital library with 75 internet-enabled computers, a newspaper section, periodicals, reference books, and special collections. Facilities include restrooms, a direct entry point, and small-group discussion areas for student collaboration.

The library supports six B.Tech. programs, three Diploma Vocational Courses, and two PG programs (M.Tech in CSE and MBA). Its collection includes 21,372 books and 10,664 e-books, managed using ECAP (Engineering College Automation Package) software. ECAP facilitates book transactions, availability checks, and recalls via ILMS software.

The library holds memberships in prestigious repositories like J-Gate, DELNET, NDLI, Academia, SCRIBD, and MAT, providing access to e-journals, e-books, and video lectures. Additional learning resources are available through Ulektz, the ILMS partner. Remote access to e-resources is provided across the campus and hostels, with full Wi-Fi coverage ensuring seamless connectivity. SITAM's library is a hub of knowledge, fostering academic growth and innovation for students and faculty alike.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sitam.co.in/criterions/criterion4/upload/4.2.1%20proof(1).pdf">https://sitam.co.in/criterions/criterion4/upload/4.2.1%20proof(1).pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**      A. Any 4 or more of the above

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

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

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

7.74

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

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

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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

SITAM provides state-of-the-art IT infrastructure with the latest computer hardware and software to enhance teaching, learning, and research. An IT team, including a technician and an external expert, assesses system gaps and recommends upgrades, which are approved by the College Development Committee. Regular upgrades ensure optimal

use of resources, with staff training provided as needed.

The institution uses ERP software for office administration and student management, ensuring seamless communication through email and online platforms. Uninterrupted internet connectivity is available throughout the campus, supporting blended learning and innovative pedagogy. ICT facilities are periodically reviewed to meet evolving digital needs.

During the COVID-19 pandemic, the college utilized Google's Learning Management System (G-Suite) for online education. The institute now boasts 502 LAN-connected computers, including 120 high-end systems with dual-core/i3/i5 processors, 8GB/16GB RAM, and 2GB graphics cards. MSDN applications and software are fully integrated, offering comprehensive digital support.

Advanced tools like LCDs and smart boards enhance interactive learning, allowing annotation, editing, and device connectivity. Networking devices, including IBM servers, D-Link routers, and Cisco Gigabit Ethernet switches, ensure robust connectivity. SITAM remains committed to providing cutting-edge IT facilities to foster academic and technological excellence.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.3.1%20%20Proof.pdf">https://sitam.co.in/criteria/criterion4/upload/4.3.1%20%20Proof.pdf</a>

#### 4.3.2 - Number of Computers

502

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

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

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

510.015

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

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

SITAM ensures the maintenance of equipment and physical assets through various committees like the Institute Maintenance Committee, Library Advisory Committee, and Purchase Committee. These committees oversee the upkeep and utilization of facilities.

General civil maintenance is managed by the campus committee, while laboratory equipment repairs and calibrations are handled by the Purchase Committee based on requests from lab in-charges. Classrooms, labs, seminar halls, and libraries are maintained by external housekeeping and non-teaching staff. Security is managed by an external agency, and fumigation is done regularly.

The institute maintains a well-equipped library with e-journal access and dedicated computers. IT facilities, including computers, peripherals, and networks, are maintained in-house with regular antivirus updates. Electrical and furniture repairs are handled by

designated teams.

Sports facilities include an open ground for various games, a gymnasium, and a new sports complex. Monthly inspections ensure equipment functionality, while power needs are met by a substation and generator. Two elevators and water supply systems are regularly maintained.

Recent additions include two seminar halls, a robotics lab, a drone center, and CCTV cameras for security and monitoring. These facilities enhance academic and extracurricular activities, supporting holistic development and preparing students for advanced careers.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.4.2%20(2023-24).pdf">https://sitam.co.in/criteria/criterion4/upload/4.4.2%20(2023-24).pdf</a>

## 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

960

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

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

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

31

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

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

A. All of the above

File Description	Documents
Link to institutional website	<a href="https://sitam.co.in/criteria/criterion5/upload/5.1.3%20Proofs(1).pdf">https://sitam.co.in/criteria/criterion5/upload/5.1.3%20Proofs(1).pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

135

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

135

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

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

**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	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

135

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

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

1

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

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

1

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

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

The growth of any academic institution hinges on the energy, enthusiasm, and commitment of its primary stakeholders—students. Opportunities for students to enhance academic quality, realize their innate talents, achieve their potential, and take ownership of their academics significantly contribute to an institution's credibility. SITAM, from its inception, has recognized the value of student involvement and leadership in academics, culture, sports, and social activities. Students actively participate in various committees operating at class, department, and college levels.

Student representation is included in key bodies such as the Internal Quality Assurance Cell (IQAC), Women's Empowerment Committee, Grievance Redressal Committee, Anti-Ragging Committee, and Discipline Committee. They also contribute to departmental clubs, Training and Placement, NSS, NCC, and institutional events.

The IQAC ensures and enhances the quality of education and institutional functioning through robust mechanisms for assessment, feedback, and continuous improvement. It drives SITAM's pursuit of academic excellence and institutional advancement.

The Anti-Sexual Harassment/Women Grievance/Internal Complaint Committee safeguards against harassment and discrimination, ensuring a safe and respectful campus environment. By addressing complaints impartially and fostering awareness, it promotes equality and inclusivity. These measures collectively empower students to take active roles in shaping their educational and social experiences.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.3.2%20PDF.pdf">https://sitam.co.in/criteria/criterion5/upload/5.3.2%20PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

135

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The SITAM Alumni Association, administered by an active Alumni Committee, fosters strong connections among alumni, current students, faculty, and management. The association facilitates communication, reconnects alumni with their alma mater, and adds value to the student community. Alumni contribute significantly by assisting with placements, project work, and Industry-Institution interactions, while mentoring students in academics and projects.

Alumni meets foster a sense of community and connectedness, allowing professionals to share experiences, exchange career advice, and network for hiring, referrals, or job opportunities. Interaction with alumni enables young students to plan their careers with insights and guidance.

Many alumni participate in SITAM's development activities, guiding students on impactful projects and organizing scholarships or funds for deserving students. They also sponsor awards for outstanding projects, research, or community service by students, teachers, and alumni.

Beyond financial assistance, alumni contribute warmth, appreciation, and time to enhance academic and social life on campus. Senior alumni organize specialized training sessions to expose students and faculty to contemporary technologies and skills. Their support in providing employment-related information and facilitating job mobility is invaluable, strengthening the SITAM network for mutual growth and success.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.4.1%20PDF.pdf">https://sitam.co.in/criteria/criterion5/upload/5.4.1%20PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

SITAM's vision is to evolve into a Centre of Excellence in Technological Education and Research, focusing on holistic development. Its mission is to produce high-quality engineering graduates with both theoretical and practical knowledge, promoting societal progress.

The governance structure is led by the Governing Body (GB), which ensures transparent and effective leadership aligned with AICTE norms. The GB, through the Director and Principal, monitors the institution's academic and administrative practices. The strategic plan includes goals like enhancing teaching-learning through ICT,

collaborating with research institutes, securing external grants, and partnering with industry for value-added programs. The institute also aims to offer online and offline courses and encourage alumni involvement in projects and funding.

Teachers play an essential role in decision-making bodies like the GB, Anti-Ragging Committee, Women Empowerment Cell, IQAC, and others, where they hold leadership positions such as Heads of Departments and Committee Chairs.

The institution fosters faculty and student engagement with professional societies, social service activities through NSS, leadership development via SITAM CLDC, and various online certifications like NPTEL and MOOC. Additionally, the focus on industry interaction, green campus initiatives, and research development enhances the academic environment, supporting both student and faculty growth.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.1%20The%20governance%20of%20the%20institution%20is%20reflective%20of%20an%20effective%20leadership%20in%20tune%20with%20the%20vision%20and%20mission%20of%20the%20institution.pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.1%20The%20governance%20of%20the%20institution%20is%20reflective%20of%20an%20effective%20leadership%20in%20tune%20with%20the%20vision%20and%20mission%20of%20the%20institution.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM encourages decentralization in academic planning, administration, and departmental management. Department heads are empowered to manage internal assessments, leave monitoring, and laboratory management, while the Principal provides overall guidance. The management supports this decentralized system with timely assistance, purchases through the Purchase Committee, and recruitment via the Recruitment Committee.

The Governing Body (GB), led by the Principal as Member Secretary, meets bi-annually to align objectives with the institution's vision and mission. It approves faculty hiring, infrastructure provisions, and supports academic and administrative activities. The Principal plays a key role in setting quality policies, ensuring the

implementation of the OBE scheme, maintaining discipline, and overseeing the development of infrastructure and research facilities. The Principal also collaborates with industry and manages examinations as per university guidelines.

Department heads oversee weekly departmental administration and report to the Principal, ensuring smooth operations. Faculty members are responsible for executing policies, maintaining ethical standards, and fostering a positive relationship with students and the community. Students are encouraged to provide feedback through formal and informal channels, with suggestion boxes available in every department for continuous improvement.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.2%20The%20effective%20leadership%20is%20visible%20in%20various%20institutional%20practices%20such%20as%20decentralization%20and%20participative%20management..pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.2%20The%20effective%20leadership%20is%20visible%20in%20various%20institutional%20practices%20such%20as%20decentralization%20and%20participative%20management..pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

SITAM Engineering College follows a dynamic strategic planning process to achieve its mission and vision, ensuring adaptability and responsiveness to changes in the educational landscape. Key strategies include:

1. **Understanding Demographics:** SITAM surveys students to tailor services and programs to their needs.
2. **Forecasting Enrollment:** Local data is analyzed to attract qualified students through outreach.
3. **Support for Working Students:** Job placement and part-time opportunities are provided.
4. **Industry Alignment:** Market research ensures programs meet industry demands.
5. **Postgraduate Programs:** SITAM offers MBA and MCA to meet industry needs.
6. **Career-Oriented Programs:** Encourages research and collaboration with companies for career growth.
7. **Competitive Analysis:** Regular assessments improve recruitment and academic offerings.

8. **Faculty Recruitment and Development:** Focus on qualified faculty and continuous professional development.
9. **Operational Plans:** Short-term and operational plans are aligned with strategic goals and measurable targets.
10. **Accountability:** Clear responsibilities ensure effective implementation of plans.

Key features of SITAM's strategic plan include a guiding vision, evolving academic focus, institutional growth, and a dedicated leadership team. The college aims for autonomy and NAAC/NBA accreditation. It offers a wide range of academic opportunities, fosters innovative teaching methods, and provides a green campus environment. With strong commitment to quality education, SITAM ensures a conducive atmosphere for personal and professional growth.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.2.1%20Perspective_Strategic%20plan%20and%20Development%20documents%20are%20available%20in%20the%20institution.pdf">https://sitam.co.in/criteria/criterion6/upload/6.2.1%20Perspective_Strategic%20plan%20and%20Development%20documents%20are%20available%20in%20the%20institution.pdf</a>
Upload any additional information	No File Uploaded

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.

SITAM maintains a transparent and well-structured organizational setup to ensure smooth functioning and accountability across all levels. The institution's organogram is clearly defined, ensuring that all stakeholders, including faculty, staff, and students, are aware of their roles and responsibilities. This organizational framework helps establish clarity in decision-making processes and enhances operational efficiency.

Various bodies, such as the Governing Body (GB), Management Review Committee (MRC), Internal Quality Assurance Cell (IQAC), and other academic and administrative committees, play a crucial role in shaping the college's policies and procedures. These bodies ensure that the institution's activities align with its vision and mission and adhere to regulatory norms set by affiliating bodies like AICTE and JNTU-GV.

The service rules at SITAM are well-defined and ensure that faculty and staff members are aware of their rights, responsibilities, and entitlements. The recruitment and promotional policies are designed to attract qualified individuals and encourage professional development. Faculty recruitment is based on merit, with emphasis on qualifications and experience, while promotional opportunities are linked to performance and contributions to academic and administrative duties.

SITAM also has a robust grievance redressal mechanism, where faculty, staff, and students can raise concerns through formal channels. These grievances are addressed promptly.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://sitam.co.in/images/organogram.jpeg">https://sitam.co.in/images/organogram.jpeg</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

SITAM recognizes the importance of employees as key stakeholders and implements various welfare measures to ensure their well-being and professional growth. Monetary welfare schemes include Provident

Fund, salary advances in emergencies, medical and maternity/paternity leave, fee concessions for employees' children, leave for higher education, subsidized canteen food, and free Wi-Fi on campus. The institution also celebrates multicultural festivals together, provides lodging and boarding facilities when needed, and offers free transport. A summer vacation for staff is also part of the welfare initiatives.

In addition to monetary benefits, SITAM emphasizes non-monetary welfare schemes for employees' professional development. Faculty members are granted immediate increments after earning a Ph.D., and study leave is provided for Ph.D. or higher education. Technical workshops and faculty development programs are conducted to keep faculty updated with new technologies. Staff members are encouraged to attend seminars and conferences, and are motivated to arrange or participate in industrial training programs and visits. Non-teaching staff also receives training programs to enhance their skills. Furthermore, faculty members are supported in qualification improvement programs, especially for Ph.D. studies, with adequate time given for coursework and research. SITAM strives to create a supportive environment for staff to grow personally and professionally.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.1%20The%20institution%20has%20effective%20welfare%20measures%20for%20teaching%20and%20non-teaching%20staff..pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.1%20The%20institution%20has%20effective%20welfare%20measures%20for%20teaching%20and%20non-teaching%20staff..pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

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

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

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

5

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

66

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

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

SITAM implements a performance-based appraisal system for both teaching and non-teaching staff, assessing their contributions and professional growth.

For teaching staff, performance is appraised through various factors such as classroom methodologies, seminars, tutorials, course delivery, question paper setting, and evaluations. Student feedback and pass percentages are also considered. Additional contributions to academics, short-term training courses, NPTEL courses, invigilation duties, and involvement in college administrative bodies (e.g., IQAC, R&D Cell, NAAC) are evaluated. Financial support is provided for faculty participation in conferences, workshops, and research activities, including publications and consultancy work. The appraisal form, completed by the faculty, is reviewed by the Head of Department (HOD), who assesses the professional, behavioral, and attitudinal aspects.

For non-teaching staff, performance is evaluated based on technical skills, knowledge, productivity, innovation, and willingness to learn. Behavioral aspects such as punctuality, group behavior, and adaptability are also considered. Both teaching and non-teaching staff are encouraged to contribute effectively to the institution's growth, and their performance is regularly assessed to ensure continuous improvement and professional development.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.5%20Institution%20Performance%20Appraisal%20System%20for%20teaching%20and%20non%20-teaching%20staff.pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.5%20Institution%20Performance%20Appraisal%20System%20for%20teaching%20and%20non%20-teaching%20staff.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

SITAM ensures financial transparency through a robust auditing process. The College Finance Committee conducts monthly internal audits to monitor income and expenditure, in compliance with UGC and AICTE guidelines. The budget allocates funds for various activities, including infrastructure development, staff salaries, research, faculty development, library resources, utilities, equipment, and college events.

The internal audit process involves the review of vouchers and bills by the financial committee every six months. Discrepancies are flagged and reported to the principal for corrective actions. The external audit is carried out regularly by a chartered accountant as per government rules, ensuring all payments are authorized. The audit report is reviewed by the management, and any queries are addressed promptly with supporting documents.

There have been no major audit objections in recent years; minor issues identified by the audit team are swiftly rectified, and precautionary measures are implemented to prevent recurrence. These audits highlight the institution's commitment to financial discipline and transparency, ensuring proper utilization of funds and safeguarding institutional assets. The audited financial statement is signed by both the management and the chartered accountant.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.1%20Institution%20conducts%20internal%20and%20external%20financial%20audits%20regularly%20(2)(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.1%20Institution%20conducts%20internal%20and%20external%20financial%20audits%20regularly%20(2)(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

186.96

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

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

SITAM aims to become self-sufficient by implementing incremental strategies to generate revenue and promote sustainability. Key initiatives include developing creative products and patenting them, offering consultancy services to local industries, and establishing testing services across various engineering domains. The college also focuses on identifying innovative final-year student projects that could be converted into patentable ideas.

Fees are charged according to university and government norms for both granted and self-financed courses. Additionally, SITAM receives a salary grant from the Botcha Gurunaidu Memorial Educational Society, which is used to cover the salaries of full-time permanent and part-time teachers. SITAM is also eligible for grants from the UGC under sections 2(F) and 12(B) of the UGC Act, 1956, supporting infrastructure development, learning resources, and research, including minor and major research projects.

While some strategies may take years to fully realize, the institution believes that small, sustained efforts will lead to significant achievements. The management, faculty, staff, and students are committed to driving these initiatives forward, fostering an environment of innovation and growth. SITAM remains optimistic about achieving its goal of self-sufficiency in the coming years.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.3%20Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources..pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.3%20Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources..pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) at SITAM plays a pivotal role in fostering quality development across all aspects of the institution. Its main objectives are to enhance academic and administrative performance through conscious, consistent efforts and to internalize a quality culture by institutionalizing best practices. The IQAC ensures that all procedures are streamlined and followed consistently, with a focus on improving performance in academic, administrative, and financial tasks.

IQAC is responsible for optimizing teaching methods, ensuring the relevance of academic and research programs, maintaining integrity in evaluation processes, and collecting stakeholder feedback. It organizes workshops and seminars to promote quality enhancement and monitors support structures to ensure adequate resources. The cell also focuses on the overall development of students by aligning activities with industry and societal needs, promoting research collaboration, and conducting internal audits.

Additionally, SITAM has implemented a mentoring system where each teacher is assigned 15 students as mentees. Mentors provide academic and moral support, maintaining a record of student progress, engaging with parents, and coordinating with placement officers to ensure the mentees' success. This system helps in fostering holistic student development and provides personalized guidance for their

academic and professional growth.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.1%20internal%20quality%20assurance%20cell%20(iqac).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.1%20internal%20quality%20assurance%20cell%20(iqac).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM's IQAC systematically reviews the teaching-learning process, operational structures, and learning outcomes to maintain quality education. The institute follows established teaching methods, including preparing lesson plans for each semester, which integrate guest lectures, industrial visits, and internships. Faculty submit daily lecture records on an online portal and through the Course Track Register (CTR).

To assess teaching quality, SITAM implements a student feedback system, where students evaluate teachers on various parameters like course delivery and teaching methods. The feedback helps identify challenges faced by students and corrective actions are taken accordingly. The institution also monitors student learning outcomes through midterm and continuous evaluations, regular tests, and interactive sessions.

SITAM follows Outcome-Based Education (OBE) as prescribed by JNTUK, where Course Outcomes (CO) and Program Outcomes (PO) are mapped. Teachers prepare lessons and interventions to meet these outcomes. Faculty Course Assessment Reports (FCAR) are prepared to evaluate and improve student learning based on Formative and Summative Examinations.

Additionally, SITAM has introduced remedial classes, mentoring systems, and regular parent-teacher meetings to ensure the holistic development of students. Peer learning among faculty is also encouraged through feedback on teaching effectiveness. These efforts aim to continuously enhance both academic and personal growth of students.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/criteria6display.php?year=2023-24">https://sitam.co.in/criteria/criterion6/criteria6display.php?year=2023-24</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.3%20Average%20number%20of%20quality%20initiatives%20by%20IQAC%20per%20year%20for%20promoting%20quality%20culture%20(3).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.3%20Average%20number%20of%20quality%20initiatives%20by%20IQAC%20per%20year%20for%20promoting%20quality%20culture%20(3).pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

**SITAM's tenets are always clear and stream lined about safety and security of all employees through awareness and counselling. All issues are related amicably with firmness of justice and yet**

#### **Safety and Security**

**To maintain safety and security on the campus the use of identity**

cards is mandatory for students as well as faculty. A visitor can enter the campus only by taking a gate pass. An adequate number of security guards are placed at different places in the campus. Security guards keep a watch on the entire area with the view to maintain discipline in the campus and monitors parking area and other common areas of the campus. CCTV cameras are mounted on all public areas within the campus and within the building are continuously monitored. Mentors and their teams monitor security at the hostel. Anti-ragging notices are prominently displayed. Any report in this regard is taken up by the Anti Ragging committee of the institute. A Grievance cell addresses all problems faced by students. A fire extinguisher is provided in every wing of all buildings. Emergency needs like ambulance and doctor are made available as and when required immediately.

File Description	Documents
Annual gender sensitization action plan	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf</a>

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

**A. 4 or All of the above**

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

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

**SITAM considers itself an integral part of the surrounding ecology, working to minimize its impact on the environment. The institution**

adopts sustainable practices in waste management to reduce harmful effects on both human life and local ecosystems. Thoughtfully designed architecture, landscaping, and support systems ensure a harmonious balance with the environment.

#### 1. Solid Waste Management:

- Organic waste from gardens and nurseries, along with paper waste, is composted in a manure pit. The resulting vermicompost is used in the garden.
- Human waste is safely decomposed from septic tanks.
- Cow dung is used in garden beds, and some food waste is processed in manure pits, while the rest is disposed of in landfills. Plans are in place to create a biogas system from food waste, which could power up to 20% of cooking needs.
- Plastic waste is separated and sent for proper disposal by the Municipal Corporation.

#### 2. Liquid Waste Management:

- Effluent from septic tanks and canteen wastewater is used for gardening and tree watering.
- Wastewater from latrines and bathrooms is safely treated in septic tanks.
- RO plant wastewater is directed to a designated area for groundwater recharge.
- Kitchen wastewater is transferred to the manure pit for further processing.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.3(1)(2)(3)(4).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.3(1)(2)(3)(4).pdf</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore**      A. Any 4 or all of the above

**well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

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

### **7.1.5 - Green campus initiatives include**

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

**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 with trees and plants**

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

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

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

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

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

**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 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

**5.**

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

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

**SITAM promotes an inclusive environment that encourages tolerance and harmony across cultural, regional, linguistic, communal, and socio-economic diversities. The institution fosters an atmosphere where individuals are urged to manage anger and hatred in all situations.**

Recognizing the importance of national and cultural unity, SITAM organizes celebrations for national festivals and the birth and death anniversaries of great Indian personalities. Key events include Independence Day, Republic Day, Yoga Day, Makar Sankranti, and Diwali. These occasions are marked with motivational speeches, cultural programs, and community-building activities.

Festivals at SITAM reflect India's pluralism and diversity. Diwali is celebrated with the distribution of sweets and exchange of well wishes. Yoga Day features yoga sessions open to all faculty and students. Religious and regional festivals are celebrated with enthusiasm, involving students in various activities. Regular discourses by eminent philosophers are held to enrich students with Indian cultural heritage, fostering a sense of responsibility toward the nation.

On festive occasions, top officials from industries and government offices are invited to address students, offering them valuable insights into India's diverse culture, official protocols, and procedures, ensuring a holistic educational experience.

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

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

SITAM emphasizes the importance of India's diverse cultural, social, and economic fabric, uniting individuals under the guiding principles of the Constitution. The institution educates both staff and students on constitutional values, rights, duties, and responsibilities, fostering a sense of responsible citizenship.

SITAM provides a supportive, safe, and accessible learning environment, equipping students with the knowledge, skills, and values necessary to balance livelihood with life. This ethos is reinforced through participation in cultural, traditional, and value-driven programs with distinguished speakers. Awareness campaigns on issues such as plastic use, cleanliness, and Swachh Bharat engage students in societal matters.

Institutional policies reflect these core values, and the university curriculum includes courses on Professional Ethics, the Constitution of India, and Indian Traditional Knowledge, promoting a sense of constitutional duty. SITAM also focuses on sanitation, quality of life, and self-awareness, with active contributions from its NSS and NCC units in community service.

Ethical values are emphasized in extracurricular activities like debates, elocution, and presentations. SITAM celebrates Constitution Day by administering the preamble as an oath to all members, reaffirming their commitment to upholding constitutional principles.

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

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

**4. Annual awareness programmes on Code of Conduct are organized**

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

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

SITAM fosters an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, and socio-economic diversities. The institution encourages individuals to refrain from anger and hatred, reminding them of its motto, Panditaha samadrsinaha.

SITAM observes various national festivals, birth and death anniversaries of great Indian personalities, and other significant days with cultural and educational importance. These include Independence Day, Teacher's Day, National Education Day, National Sports Day, Republic Day, National Science Day, and Yoga Day, among others. The celebrations are marked by motivational speeches, cultural events like plays, and activities that reflect India's pluralism and diversity.

Festivals like Diwali are celebrated with the distribution of sweets and exchange of wishes, while Yoga Day includes sessions open to all faculty and students. The institute emphasizes the importance of these days in nurturing a sense of national pride and unity.

Additionally, top officials from industries or government offices are often invited to address students on festive occasions, providing them with valuable insights into India's social, political, and official protocols. This helps students gain a broader understanding of the country and its governance.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

SITAM promotes student participation in quality improvement processes to enhance the student-teacher relationship and gather valuable feedback for institutional progress. The institution actively involves students in identifying educational and infrastructure gaps, strengthening collaboration between students and teachers for quality enhancement. The Internal Quality

Assessment Cell (IQAC) organizes events like Open Houses and engages the Student Council in decision-making. SITAM also includes alumni representatives in the Board of Studies, ensuring diverse perspectives.

SITAM's remedial courses, such as Bridge Courses, address the needs of slow learners, particularly those struggling with foundational subjects like Mathematics. These courses, held before the regular academic sessions, have proven successful in improving students' academic performance and confidence. The Bridge program helps students meet the required academic standards, with a focus on personalized support.

However, challenges include identifying students needing remedial support, motivating them, and developing an effective curriculum. The institution invests in diagnostic assessments, specialized instructors, and personalized support services. Infrastructure improvements, technology access, and collaboration with community organizations are essential to enhance these programs. SITAM is committed to continuous quality improvement, ensuring students receive the necessary resources and support for academic success.

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

### 7.3 - Institutional Distinctiveness

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

SITAM has established a Local Chapter of NPTEL (National Programme on Technology Enhanced Learning), offering both faculty and students the opportunity to enhance their learning. This initiative aims to adapt to the evolving world of online education and technological advancements by integrating online courses into the curriculum. Faculty members are encouraged to guide and monitor student progress in NPTEL courses, ensuring improved understanding and performance.

SITAM has also adopted open online courses listed by the UGC under its MOOCs program, available on the SWAYAM platform, to enrich the existing curriculum and foster self-learning among students. The institution encourages students to take these online courses, particularly from NPTEL, to acquire new technological knowledge and improve employability skills through skill-oriented training.

The success of SITAM's efforts is reflected in the achievements of its alumni, many of whom have launched ventures, secured funding, and contributed significantly to the entrepreneurial ecosystem. Through this commitment to innovation, SITAM continues to inspire and empower future leaders and entrepreneurs, making a lasting impact on the next generation of change-makers.

## 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

SITAM emphasizes continuous, incremental learning with meticulously planned curriculum delivery. Guided by JNTUGV regulations, the institute ensures effective realization of Program Outcomes (POs) and Course Outcomes (COs) through systematic planning, delivery, and monitoring.

**Planning:** Course preparation begins a month before the semester, with logical subject allotment ensuring teacher-class compatibility. Teachers develop lesson plans, prepare resources, and summarize them to peers for validation. Video content, quizzes, and diverse teaching aids are also pre-designed. Subject-teacher rotation every 3-4 years prevents stagnation.

**Content Delivery:** Engaging methods like one-minute recaps, 17-minute teaching intervals, Active Cooperative Learning, TEDx videos, and diverse instructional techniques (e.g., simulations, working models) cater to varied student backgrounds. Assignments and interactive activities ensure vibrant learning.

**Monitoring:** Tools like the Course Track Register (CTR), internal audits, and student feedback help monitor progress. Regular expert interactions guide teachers, while extracurricular activities like competitions, fine arts, and sports foster holistic development.

SITAM integrates academics and extracurriculars to nurture body, mind, and soul, preparing students for lifelong learning and societal contribution, making it uniquely positioned for comprehensive education.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/criterion1/upload/1.1.1%20Proof_compressed(1)(2).pdf">https://sitam.co.in/criteria/criterion1/upload/1.1.1%20Proof_compressed(1)(2).pdf</a>

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

SITAM (Satya Institute of Technology and Management) operates on a meticulously planned calendar that integrates academic, co-curricular, and extracurricular activities. The affiliating university, JNTU-GV, Vizianagaram, provides a baseline academic calendar that serves as the foundation for all affiliated colleges, including SITAM. This calendar is then enriched by SITAM to incorporate a diverse range of events such as:

- Birthdays of national heroes and notable figures
- Significant national and international holidays
- Cross-cultural festivals and celebrations
- College festivals and events

Each department is entrusted with specific events, ensuring a varied and dynamic program execution. Students are encouraged to actively participate in organizing these events, developing essential skills like leadership, teamwork, and problem-solving, thereby preparing them for future challenges and responsibilities.

In adherence to the academic calendar, SITAM places significant emphasis on the conduct of Continuous Internal Evaluation (CIE). This process is meticulously planned and executed to assess student performance consistently throughout the semester. CIE includes regular assignments, quizzes, midterm examinations, and practical evaluations, ensuring comprehensive assessment aligned with Course Outcomes (COs). The results of CIE are monitored and analyzed to provide timely feedback, helping students improve and meet learning objectives effectively.

This comprehensive calendar fosters an inclusive learning environment, promoting both academic excellence and personal growth.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/creterion1/upload/1.1.2%20Proof_compressed(1).pdf">https://sitam.co.in/criteria/creterion1/upload/1.1.2%20Proof_compressed(1).pdf</a>

### 1.1.3 - Teachers of the Institution participate

A. All of the above

**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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

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

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

**8**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

**19**

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

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

1070

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

1070

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

### 1.3 - Curriculum Enrichment

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

JNTUGV specifies the curriculum, regulations, and course content for all programs in affiliated colleges. At SITAM, we go beyond the prescribed curriculum to promote excellence and social awareness through initiatives like expert talks, NSS activities, and celebration days. These complement courses such as Professional Ethics and Human Values, Environmental Sciences, and Socially Relevant Projects, instilling values of gender equality, sustainability, and social responsibility.

Women's Day celebrations inspire gender equality, while environmental initiatives, including industry visits and expert lectures, equip students to address ecological challenges. NSS activities in neighboring villages focus on environmental conservation, girl child education, and human values, fostering responsible citizenship. Yoga classes enhance physical and mental well-being, and expert lectures showcase exemplary human values.

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

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

3

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

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

995

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

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="102 358 547 421">File Description</th> <th data-bbox="547 358 1437 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 421 547 524">URL for stakeholder feedback report</td> <td data-bbox="547 421 1437 524"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 524 547 741">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="547 524 1437 741"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 741 547 846">Any additional information(Upload)</td> <td data-bbox="547 741 1437 846"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	<a href="#">View File</a>	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>	Any additional information(Upload)	<a href="#">View File</a>	
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Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>								
Any additional information(Upload)	<a href="#">View File</a>								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>								
<table border="1"> <thead> <tr> <th data-bbox="102 1023 547 1086">File Description</th> <th data-bbox="547 1023 1437 1086">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1086 547 1189">Upload any additional information</td> <td data-bbox="547 1086 1437 1189"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 1189 547 1339">URL for feedback report</td> <td data-bbox="547 1189 1437 1339"><a href="https://sitam.co.in/criteria/criteria1/criteria1display.php?year=2023-24">https://sitam.co.in/criteria/criteria1/criteria1display.php?year=2023-24</a></td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	<a href="#">View File</a>	URL for feedback report	<a href="https://sitam.co.in/criteria/criteria1/criteria1display.php?year=2023-24">https://sitam.co.in/criteria/criteria1/criteria1display.php?year=2023-24</a>			
File Description	Documents								
Upload any additional information	<a href="#">View File</a>								
URL for feedback report	<a href="https://sitam.co.in/criteria/criteria1/criteria1display.php?year=2023-24">https://sitam.co.in/criteria/criteria1/criteria1display.php?year=2023-24</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>438</b>									
<table border="1"> <thead> <tr> <th data-bbox="102 1680 547 1742">File Description</th> <th data-bbox="547 1680 1437 1742">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1742 547 1827">Any additional information</td> <td data-bbox="547 1742 1437 1827"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 1827 547 1939">Institutional data in prescribed format</td> <td data-bbox="547 1827 1437 1939"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>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</b>									

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

377

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

**2.2 - Catering to Student Diversity**

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

SITAM systematically assesses student learning levels from admission through a structured Induction Programme. Each year, newly enrolled engineering and management students participate in this programme, where they are briefed on the syllabus, class schedules, faculty coordinators, counselors, anti-ragging norms, code of conduct, and upcoming events.

For lateral entry students (diploma holders joining in the second year), peer guidance is provided to ease their transition and help them integrate with classmates.

Advanced Learners are encouraged to enhance their skills through paper presentations, GATE/competitive exam mentoring, experiential learning sessions, and career planning guidance.

Slow Learners are identified based on internal evaluation, assignments, and semester exams. To support them, remedial classes are conducted daily after regular lectures to improve subject performance.

The institution also organizes Campus Recruitment Training (CRT) for third-year students, focusing on aptitude preparation, resume writing, group discussions, and interview skills to enhance employability.

To boost student confidence, the college promotes participation in extracurricular activities like NSS, NCC, cultural events, and sports, fostering interpersonal and leadership skills. Through these initiatives, SITAM ensures holistic student development, catering to diverse learning needs and preparing them for future

challenges ,

File Description	Documents
Link for additional Information	<a href="https://sitam.co.in/criterions/criterion2/upload/Advanced%20Learner's.pdf">https://sitam.co.in/criterions/criterion2/upload/Advanced%20Learner's.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1354	80

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

### 2.3 - Teaching- Learning Process

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

SITAM employs diverse teaching methods to cater to varying knowledge-transfer needs based on the topic, audience, and course outcomes. Recognizing the average attention span of students, teachers use engaging techniques, pausing every 12-15 minutes to review or interact.

#### Learner-Centric Methods:

1. **Flipped Classrooms:** Students review material (videos/readings) before class, enabling hands-on problem-solving during class, guided by teachers through recall, examples, and tips.
2. **Self-Organized Learning Environments:** Students tackle probing questions and problems independently, often in computer labs, fostering critical thinking.
3. **Active Learning:** Through debates, discussions, and intelligent question formulation, students achieve deeper understanding.
4. **Cooperative Learning:** Group tasks encourage synergy, divergent thinking, and practical knowledge application.
5. **Project-Based Learning:** Students address real-world challenges, developing critical thinking and

interdisciplinary skills.

6. **Service Learning:** Combines academic instruction with community service, enhancing civic responsibility and teamwork.

**Supplementary Methods:** Industry visits, case studies, seminars, guest lectures, and workshops enrich the learning experience. Laboratories and ICT tools solidify concepts, making learning enduring.

During COVID-19, SITAM swiftly implemented online teaching using PPTs, video lectures, and digital resources like e-books and e-journals, ensuring uninterrupted education.

By integrating innovative and experiential learning approaches, SITAM fosters a holistic, practical, and community-oriented educational environment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged(1)(2)(3).pdf">https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged(1)(2)(3).pdf</a>

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

At SITAM, our faculty combine modern methods with classical techniques of instruction by using Information and Communication Technology (ICT) to support, enhance, and improve the delivery of pedagogy. Information and Communication Technology (ICT) tools contribute to high quality lessons since they have potential to increase students' motivation, connect students to many information sources, support active in - class and out - class learning environment, etc.

In addition to the chalk - and - talk method of teaching, the faculty in our institute use ICT tools to communicate, create, propagate, store, and manage information. ICT enables students to access for different information sources to deal with on-going technological change in the community.

Each classroom is equipped with projector to facilitate the faculty to present the subject matter as PowerPoint presentations and video lectures, encouraging the students for active learning. The Teaching - Learning process is equipped with Regular Practical Sessions and access to Digital Library, Online Courses (MOOCS), Online journals, E-books, etc. Seminar halls are digitally equipped where guest lectures, competitions and student interplay take place. Specialized computer laboratory with a cyberspace has been provided to promote independent learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://sitam.co.in/criteria/criterion2/upload/2.3.2%20Proof%20merged(1)(2).pdf">https://sitam.co.in/criteria/criterion2/upload/2.3.2%20Proof%20merged(1)(2).pdf</a>

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

#### 2.3.3.1 - Number of mentors

75

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

### 2.4 - Teacher Profile and Quality

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

82

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

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

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

16

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

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

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

405

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

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

SITAM ensures a transparent and robust evaluation process communicated clearly to students. The Principal oversees its effective implementation through regular faculty meetings.

**Continuous Evaluation Methods:** Student performance is assessed through mid-examinations, assignments, fieldwork, seminars, group discussions, internships, community service projects, skill-oriented courses, and soft skills training. Mid-exams are conducted per the academic calendar of Jawaharlal Nehru Technological University Gurajada, Vizianagaram (JNTUGV), with weightage varying by university regulations.

**Evaluation Transparency:** Results are displayed on notice boards and shared with students and parents. Personal guidance and remedial classes support academically weaker students. Faculty members encourage skill-building by assigning topics for PowerPoint presentations, enhancing students' communication and soft skills.

**Mechanisms for Assessment:**

1. Internal Examination Committee
2. Question Paper Setting
3. Examination Conduct
4. Result Display
5. Student Interaction on Assessment

This structured evaluation process motivates students to engage actively in academics and co-curricular activities, enhancing their overall development. Seminars, in particular, improve communication skills essential for interviews and career readiness. Through continuous assessment, SITAM fosters a culture of learning and self-improvement, ensuring academic excellence.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf">https://sitam.co.in/criteria/criterion2/upload/2.5.1%20Regulation%20Countersigned.pdf</a>

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

SITAM has a structured mechanism for addressing examination-

related grievances at both the institute and university levels.

**Institute Level:** Students are informed about evaluation procedures, internal and external weightage, and university regulations. After internal tests, answer scripts are distributed, allowing students to clarify marks with faculty. Unresolved issues are escalated to higher authorities. Class committee meetings are held post-internals, involving HoDs, mentors, and diverse student groups, to address grievances related to question papers or syllabus coverage.

At semester-end, finalized internal marks are displayed on notice boards for verification. These are uploaded to the university portal by faculty and approved by the Principal or HoD after confirmation.

**University Level:** A jumbling system is implemented for theory end-semester exams to ensure fairness and control. Queries related to results, mark sheets, or certificates are forwarded to the JNTUGV examination section via the college examination cell.

Students dissatisfied with semester results can apply for revaluation or recounting. Challenge evaluation is available within a week of revaluation results, involving two subject experts. Refunds are provided if the student clears the paper. The process is transparent, time-bound, and ensures grievances are resolved before the next examination cycle.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.5.2%20Regulation%20Countersignedf.pdf">https://sitam.co.in/criteria/criterion2/upload/2.5.2%20Regulation%20Countersignedf.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

Under the affiliation to JNTU-GV, Course Outcomes (COs) are defined in the syllabus and published in the Academic Regulations, Curriculum Book, and departmental website, ensuring

accessibility to all stakeholders. They are disseminated through educational initiatives, faculty workshops, student induction programs, and meetings.

Program Outcomes (POs) and Program Specific Outcomes (PSOs) are clearly defined by each department, considering stakeholder input. These are displayed on notice boards, shared in classrooms, and included in laboratory manuals and course files maintained by faculty. POs and PSOs align with the institute's vision and mission, with each CO linked to a PO and measured quantitatively for achievement.

Program Outcomes (POs):

1. Apply knowledge of mathematics, science, and engineering to solve complex problems.
2. Analyze and solve engineering problems using foundational principles.
3. Design solutions with considerations for health, safety, and the environment.
4. Use research methods for valid conclusions.
5. Apply modern tools to engineering activities with awareness of their limitations.
6. Address societal, health, safety, and cultural issues in engineering practices.
7. Promote sustainable development.
8. Uphold ethical principles and professional responsibilities.
9. Work effectively as an individual or in teams.
10. Communicate effectively in engineering contexts.
11. Apply engineering and management principles in project management.
12. Pursue lifelong learning amidst technological advancements.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.1-SUPPORTING%20DOCUMENT%20SIGNATURE.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.1-SUPPORTING%20DOCUMENT%20SIGNATURE.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The institute periodically assesses the student performance using a variety of tools to determine whether each of the Program Outcomes, Program Specific Outcomes and Course Outcomes are met with the requirements. Direct evaluation processes like University end exams, Internal and External assessment, class tests, seminars, project work, Internships; etc helps to assess the Program Outcomes and Program Specific Outcomes by using Course Outcomes of the relevant program.

In addition, remedial classes are conducted for slow learners to improve the performance of students in their academics by providing study materials, reference books, E-books, etc. The Institute also evaluates the Course Outcomes by Indirect assessment methods which comprise feedback from students every semester. Apart from this, Placement also serves as a measure of Program Outcomes. Employment of students upon the completion of course in various branches plays a lead role in Indirect assessment of Program Outcomes.

Further the measure of Program Outcomes, Program Specific Outcomes and Course Outcomes can also be evaluated on the basis of higher studies by the students in various Government institutions and Organizations, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.2-SUPPORTING%20DOCUMENT%20SIGNATURE.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.2-SUPPORTING%20DOCUMENT%20SIGNATURE.pdf</a>

### 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

277

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.3-SUPPORTING%20DOCUMENT%20SIGNATURE.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.3-SUPPORTING%20DOCUMENT%20SIGNATURE.pdf</a>

### 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://sitam.co.in/criteria/criterion2/upload/2.7.1.A\)SUPPORTING%20DOCUMENT%20SIGNED.pdf](https://sitam.co.in/criteria/criterion2/upload/2.7.1.A)SUPPORTING%20DOCUMENT%20SIGNED.pdf)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

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)	No File Uploaded

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://sitam.co.in/criteria/criterion3/upload/3.1.2%20Percentage%20of%20departments%20having%20Research%20project,%20Endowments%20in%20the%20institution%20during%20the%20year.pdf">https://sitam.co.in/criteria/criterion3/upload/3.1.2%20Percentage%20of%20departments%20having%20Research%20project,%20Endowments%20in%20the%20institution%20during%20the%20year.pdf</a>

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

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

21

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

46

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

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

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

11

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

### 3.3 - Extension Activities

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

Extension activities in neighborhood communities significantly impact both the served communities and the students, fostering

holistic development and social awareness. Through the Integrated Rural People's Welfare Association (IRPWA), students from various engineering disciplines engage in meaningful social initiatives, gaining personal growth while contributing to societal welfare.

Electrical and Electronics Engineering students participate in activities such as tree plantation, supporting orphanages and old age homes, and conducting health and hygiene awareness programs in rural areas. These efforts cultivate empathy and social responsibility, teaching students the importance of community service.

CSE students bridge the digital divide through digital literacy programs, teaching basic computer skills and internet usage in rural areas. These efforts empower communities with educational and economic tools, enhancing their quality of life.

Civil Engineering students address critical infrastructure needs, such as rural water supply. In Parvathipuram village, they designed a pumping-based water distribution system, improving access to clean water and public health while gaining practical skills in infrastructure development.

These activities create a dual impact: they improve community welfare while equipping students with real-world experience, leadership, and teamwork skills. Students develop a lifelong commitment to public service, enhancing both their professional competencies and dedication to making a positive societal impact.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion3/upload/3.3.1%20Extension%20activities%20carried%20out%20in%20neighborhood%20community,%20sensitizing%20students%20to%20social%20issues,%20for%20their%20holistic%20development%20and%20impact.pdf">https://sitam.co.in/criteria/criterion3/upload/3.3.1%20Extension%20activities%20carried%20out%20in%20neighborhood%20community,%20sensitizing%20students%20to%20social%20issues,%20for%20their%20holistic%20development%20and%20impact.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

2

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

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

17

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

960

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

18

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

8

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

SITAM's self-contained campus spans 5.12 acres with a built-up area of 20,747.13 sq. meters, offering state-of-the-art infrastructure that complies with AICTE norms. Its modern facilities include academic wings, laboratories, workshops, a computer center, a library, seminar halls, a sports ground, and a medical center, creating a vibrant learning atmosphere. Classrooms are equipped with advanced teaching aids, and 34 well-equipped labs bridge the gap between theory and practice.

The central library, fully computerized with a barcode system, houses 3,752 titles and 21,372 volumes, along with a digital library of e-journals, e-books, and CDs. Robotics and Tesla Innovation Labs encourage creativity and hands-on learning, emphasizing problem-solving and conceptual understanding. Facilities like an incubation center, CAD/CAM lab, and Entrepreneurship Development Cell foster technical and entrepreneurial skills.

The campus features a 310 Mbps internet-enabled computer center, landscaped gardens, CCTV surveillance, uninterrupted power supply, RO water systems, and a canteen. Hostel amenities include Wi-Fi, generator backup, a gymnasium, and medical care. Regular maintenance, safety measures, and feedback systems ensure an optimal learning environment. SITAM provides a comprehensive platform for academic excellence, innovation, and personal growth.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.1%20proof(1)(2)(3)(4)(5).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.1%20proof(1)(2)(3)(4)(5).pdf</a>

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

SITAM prioritizes the holistic development of students through robust co-curricular and extracurricular activities. The institute offers comprehensive infrastructure for sports, cultural activities, yoga, and fitness to instill qualities like leadership, teamwork, and competitiveness.

**Sports and Games:** A dedicated sports in-charge identifies and trains talented students for university and national-level events. Facilities include indoor games like table tennis, chess, and carrom, and outdoor sports such as cricket, football, volleyball, basketball, badminton, kabaddi, and athletics. Individual sports like swimming are also encouraged.

**Yoga and Gymnasium:** A designated yoga and meditation space supports mental and physical wellness for students and faculty. The gymnasium is equipped with treadmills, weights, and benches for recreational fitness.

**Cultural Activities:** Events like Freshers' Day, Farewell, and annual fests showcase students' talents through Singing, Dance, and Photography Clubs. Programs are held in seminar halls, an indoor auditorium, and an open-air amphitheater.

**Technical Clubs:** Robotics, Coding, and App Development Clubs encourage innovation and skill-building. Managed by the student council, these activities foster creativity, organizational skills, and personality development.

Notable participations include the All India Inter-University Taekwondo and Cross Country Championships. SITAM emphasizes physical fitness and cultural awareness, preparing students for life beyond academics.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.2%20proof%20(2023-24).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.2%20proof%20(2023-24).pdf</a>

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

38

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

38	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.3%20(2023-24)%20PROOF.pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.3%20(2023-24)%20PROOF.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

510.015

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

#### 4.2 - Library as a Learning Resource

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

The SITAM library spans two floors with a total carpet area of 1,000 m<sup>2</sup>. The first floor houses the circulation area, loan book section, and a 150-seat reading capacity, while the second floor features a digital library with 75 internet-enabled computers, a newspaper section, periodicals, reference books, and special collections. Facilities include restrooms, a direct entry point, and small-group discussion areas for student collaboration.

The library supports six B.Tech. programs, three Diploma Vocational Courses, and two PG programs (M.Tech in CSE and MBA). Its collection includes 21,372 books and 10,664 e-books, managed

using ECAP (Engineering College Automation Package) software. ECAP facilitates book transactions, availability checks, and recalls via ILMs software.

The library holds memberships in prestigious repositories like J-Gate, DELNET, NDLI, Academia, SCRIBD, and MAT, providing access to e-journals, e-books, and video lectures. Additional learning resources are available through Ulektz, the ILMs partner. Remote access to e-resources is provided across the campus and hostels, with full Wi-Fi coverage ensuring seamless connectivity. SITAM's library is a hub of knowledge, fostering academic growth and innovation for students and faculty alike.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.2.1%20proof(1).pdf">https://sitam.co.in/criteria/criterion4/upload/4.2.1%20proof(1).pdf</a>

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

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

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

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

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

**7.74**

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

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

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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

SITAM provides state-of-the-art IT infrastructure with the latest computer hardware and software to enhance teaching, learning, and research. An IT team, including a technician and an external expert, assesses system gaps and recommends upgrades, which are approved by the College Development Committee. Regular upgrades ensure optimal use of resources, with staff training provided as needed.

The institution uses ERP software for office administration and student management, ensuring seamless communication through email and online platforms. Uninterrupted internet connectivity is available throughout the campus, supporting blended learning and innovative pedagogy. ICT facilities are periodically reviewed to meet evolving digital needs.

During the COVID-19 pandemic, the college utilized Google's Learning Management System (G-Suite) for online education. The institute now boasts 502 LAN-connected computers, including 120 high-end systems with dual-core/i3/i5 processors, 8GB/16GB RAM, and 2GB graphics cards. MSDN applications and software are fully integrated, offering comprehensive digital support.

Advanced tools like LCDs and smart boards enhance interactive learning, allowing annotation, editing, and device connectivity. Networking devices, including IBM servers, D-Link routers, and Cisco Gigabit Ethernet switches, ensure robust connectivity. SITAM remains committed to providing cutting-edge IT facilities to foster academic and technological excellence.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.3.1%20%20Proof.pdf">https://sitam.co.in/criteria/criterion4/upload/4.3.1%20%20Proof.pdf</a>

#### 4.3.2 - Number of Computers

502

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

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

510.015

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

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

SITAM ensures the maintenance of equipment and physical assets through various committees like the Institute Maintenance Committee, Library Advisory Committee, and Purchase Committee. These committees oversee the upkeep and utilization of facilities.

General civil maintenance is managed by the campus committee, while laboratory equipment repairs and calibrations are handled by the Purchase Committee based on requests from lab in-charges. Classrooms, labs, seminar halls, and libraries are maintained by external housekeeping and non-teaching staff. Security is managed by an external agency, and fumigation is done regularly.

The institute maintains a well-equipped library with e-journal access and dedicated computers. IT facilities, including computers, peripherals, and networks, are maintained in-house with regular antivirus updates. Electrical and furniture repairs are handled by designated teams.

Sports facilities include an open ground for various games, a gymnasium, and a new sports complex. Monthly inspections ensure equipment functionality, while power needs are met by a substation and generator. Two elevators and water supply systems are regularly maintained.

Recent additions include two seminar halls, a robotics lab, a drone center, and CCTV cameras for security and monitoring. These facilities enhance academic and extracurricular activities, supporting holistic development and preparing students for advanced careers.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.4.2%20(2023-24).pdf">https://sitam.co.in/criteria/criterion4/upload/4.4.2%20(2023-24).pdf</a>

## 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

960

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

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

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

31

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="https://sitam.co.in/criteria/criterion5/upload/5.1.3%20Proofs(1).pdf">https://sitam.co.in/criteria/criterion5/upload/5.1.3%20Proofs(1).pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>135</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>135</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent</b>	<b>A. All of the above</b>

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

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

## 5.2 - Student Progression

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

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

135

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

### 5.2.2 - Number of students progressing to higher education during the year

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

1

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

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

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

1

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

**5.3 - Student Participation and Activities**

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

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

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

The growth of any academic institution hinges on the energy, enthusiasm, and commitment of its primary stakeholders—students. Opportunities for students to enhance academic quality, realize their innate talents, achieve their potential, and take ownership of their academics significantly contribute to an institution's credibility. SITAM, from its inception, has recognized the value of student involvement and leadership in academics, culture, sports, and social activities. Students actively participate in various committees operating at class, department, and college levels.

Student representation is included in key bodies such as the Internal Quality Assurance Cell (IQAC), Women's Empowerment Committee, Grievance Redressal Committee, Anti-Ragging Committee, and Discipline Committee. They also contribute to departmental clubs, Training and Placement, NSS, NCC, and institutional events.

The IQAC ensures and enhances the quality of education and institutional functioning through robust mechanisms for assessment, feedback, and continuous improvement. It drives SITAM's pursuit of academic excellence and institutional advancement.

The Anti-Sexual Harassment/Women Grievance/Internal Complaint Committee safeguards against harassment and discrimination, ensuring a safe and respectful campus environment. By addressing complaints impartially and fostering awareness, it promotes equality and inclusivity. These measures collectively empower students to take active roles in shaping their educational and social experiences.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.3.2%20PDF.pdf">https://sitam.co.in/criteria/criterion5/upload/5.3.2%20PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

135

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

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

The SITAM Alumni Association, administered by an active Alumni Committee, fosters strong connections among alumni, current students, faculty, and management. The association facilitates communication, reconnects alumni with their alma mater, and adds value to the student community. Alumni contribute significantly by assisting with placements, project work, and Industry-Institution interactions, while mentoring students in academics and projects.

Alumni meets foster a sense of community and connectedness, allowing professionals to share experiences, exchange career advice, and network for hiring, referrals, or job opportunities. Interaction with alumni enables young students to plan their careers with insights and guidance.

Many alumni participate in SITAM's development activities, guiding students on impactful projects and organizing scholarships or funds for deserving students. They also sponsor awards for outstanding projects, research, or community service by students, teachers, and alumni.

Beyond financial assistance, alumni contribute warmth, appreciation, and time to enhance academic and social life on campus. Senior alumni organize specialized training sessions to

expose students and faculty to contemporary technologies and skills. Their support in providing employment-related information and facilitating job mobility is invaluable, strengthening the SITAM network for mutual growth and success.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.4.1%20PDF.pdf">https://sitam.co.in/criteria/criterion5/upload/5.4.1%20PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**A. ? 5Lakhs**

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

SITAM's vision is to evolve into a Centre of Excellence in Technological Education and Research, focusing on holistic development. Its mission is to produce high-quality engineering graduates with both theoretical and practical knowledge, promoting societal progress.

The governance structure is led by the Governing Body (GB), which ensures transparent and effective leadership aligned with AICTE norms. The GB, through the Director and Principal, monitors the institution's academic and administrative practices. The strategic plan includes goals like enhancing teaching-learning through ICT, collaborating with research institutes, securing external grants, and partnering with industry for value-added programs. The institute also aims to offer online and offline courses and encourage alumni involvement in projects and funding.

Teachers play an essential role in decision-making bodies like the GB, Anti-Ragging Committee, Women Empowerment Cell, IQAC, and others, where they hold leadership positions such as Heads of Departments and Committee Chairs.

The institution fosters faculty and student engagement with professional societies, social service activities through NSS, leadership development via SITAM CLDC, and various online certifications like NPTEL and MOOC. Additionally, the focus on industry interaction, green campus initiatives, and research development enhances the academic environment, supporting both student and faculty growth.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.1%20The%20governance%20of%20the%20institution%20is%20reflective%20of%20an%20effective%20leadership%20in%20tune%20with%20the%20vision%20and%20mission%20of%20the%20institution.pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.1%20The%20governance%20of%20the%20institution%20is%20reflective%20of%20an%20effective%20leadership%20in%20tune%20with%20the%20vision%20and%20mission%20of%20the%20institution.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM encourages decentralization in academic planning, administration, and departmental management. Department heads are empowered to manage internal assessments, leave monitoring, and laboratory management, while the Principal provides overall guidance. The management supports this decentralized system with timely assistance, purchases through the Purchase Committee, and recruitment via the Recruitment Committee.

The Governing Body (GB), led by the Principal as Member Secretary, meets bi-annually to align objectives with the institution's vision and mission. It approves faculty hiring, infrastructure provisions, and supports academic and administrative activities. The Principal plays a key role in setting quality policies, ensuring the implementation of the OBE scheme, maintaining discipline, and overseeing the development of infrastructure and research facilities. The Principal also collaborates with industry and manages examinations as per university guidelines.

Department heads oversee weekly departmental administration and report to the Principal, ensuring smooth operations. Faculty members are responsible for executing policies, maintaining ethical standards, and fostering a positive relationship with

students and the community. Students are encouraged to provide feedback through formal and informal channels, with suggestion boxes available in every department for continuous improvement.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.2%20The%20effective%20leadership%20is%20visible%20in%20various%20institutional%20practices%20such%20as%20decentralization%20and%20participative%20management.pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.2%20The%20effective%20leadership%20is%20visible%20in%20various%20institutional%20practices%20such%20as%20decentralization%20and%20participative%20management.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

SITAM Engineering College follows a dynamic strategic planning process to achieve its mission and vision, ensuring adaptability and responsiveness to changes in the educational landscape. Key strategies include:

1. Understanding Demographics: SITAM surveys students to tailor services and programs to their needs.
2. Forecasting Enrollment: Local data is analyzed to attract qualified students through outreach.
3. Support for Working Students: Job placement and part-time opportunities are provided.
4. Industry Alignment: Market research ensures programs meet industry demands.
5. Postgraduate Programs: SITAM offers MBA and MCA to meet industry needs.
6. Career-Oriented Programs: Encourages research and collaboration with companies for career growth.
7. Competitive Analysis: Regular assessments improve recruitment and academic offerings.
8. Faculty Recruitment and Development: Focus on qualified faculty and continuous professional development.
9. Operational Plans: Short-term and operational plans are aligned with strategic goals and measurable targets.
10. Accountability: Clear responsibilities ensure effective implementation of plans.

Key features of SITAM's strategic plan include a guiding vision,

evolving academic focus, institutional growth, and a dedicated leadership team. The college aims for autonomy and NAAC/NBA accreditation. It offers a wide range of academic opportunities, fosters innovative teaching methods, and provides a green campus environment. With strong commitment to quality education, SITAM ensures a conducive atmosphere for personal and professional growth.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.2.1%20Perspective%20Strategic%20Plan%20and%20Development%20documents%20are%20available%20in%20the%20institution.pdf">https://sitam.co.in/criteria/criterion6/upload/6.2.1%20Perspective%20Strategic%20Plan%20and%20Development%20documents%20are%20available%20in%20the%20institution.pdf</a>
Upload any additional information	No File Uploaded

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.

SITAM maintains a transparent and well-structured organizational setup to ensure smooth functioning and accountability across all levels. The institution's organogram is clearly defined, ensuring that all stakeholders, including faculty, staff, and students, are aware of their roles and responsibilities. This organizational framework helps establish clarity in decision-making processes and enhances operational efficiency.

Various bodies, such as the Governing Body (GB), Management Review Committee (MRC), Internal Quality Assurance Cell (IQAC), and other academic and administrative committees, play a crucial role in shaping the college's policies and procedures. These bodies ensure that the institution's activities align with its vision and mission and adhere to regulatory norms set by affiliating bodies like AICTE and JNTU-GV.

The service rules at SITAM are well-defined and ensure that faculty and staff members are aware of their rights, responsibilities, and entitlements. The recruitment and promotional policies are designed to attract qualified individuals and encourage professional development. Faculty recruitment is based on merit, with emphasis on qualifications and experience, while promotional opportunities are linked to

performance and contributions to academic and administrative duties.

SITAM also has a robust grievance redressal mechanism, where faculty, staff, and students can raise concerns through formal channels. These grievances are addressed promptly.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://sitam.co.in/images/organogram.jpeg">https://sitam.co.in/images/organogram.jpeg</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

SITAM recognizes the importance of employees as key stakeholders and implements various welfare measures to ensure their well-being and professional growth. Monetary welfare schemes include Provident Fund, salary advances in emergencies, medical and maternity/paternity leave, fee concessions for employees' children, leave for higher education, subsidized canteen food, and free Wi-Fi on campus. The institution also celebrates multicultural festivals together, provides lodging and boarding facilities when needed, and offers free transport. A summer

vacation for staff is also part of the welfare initiatives.

In addition to monetary benefits, SITAM emphasizes non-monetary welfare schemes for employees' professional development. Faculty members are granted immediate increments after earning a Ph.D., and study leave is provided for Ph.D. or higher education. Technical workshops and faculty development programs are conducted to keep faculty updated with new technologies. Staff members are encouraged to attend seminars and conferences, and are motivated to arrange or participate in industrial training programs and visits. Non-teaching staff also receives training programs to enhance their skills. Furthermore, faculty members are supported in qualification improvement programs, especially for Ph.D. studies, with adequate time given for coursework and research. SITAM strives to create a supportive environment for staff to grow personally and professionally.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.1%20The%20institution%20has%20effective%20welfare%20measures%20for%20teaching%20and%20non-teaching%20staff..pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.1%20The%20institution%20has%20effective%20welfare%20measures%20for%20teaching%20and%20non-teaching%20staff..pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

27

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

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

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

5

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

66

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

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

SITAM implements a performance-based appraisal system for both teaching and non-teaching staff, assessing their contributions and professional growth.

For teaching staff, performance is appraised through various factors such as classroom methodologies, seminars, tutorials, course delivery, question paper setting, and evaluations. Student feedback and pass percentages are also considered. Additional contributions to academics, short-term training courses, NPTEL courses, invigilation duties, and involvement in college administrative bodies (e.g., IQAC, R&D Cell, NAAC) are evaluated. Financial support is provided for faculty participation in conferences, workshops, and research activities, including publications and consultancy work. The appraisal form, completed by the faculty, is reviewed by the Head of Department (HOD), who assesses the professional, behavioral, and attitudinal aspects.

For non-teaching staff, performance is evaluated based on technical skills, knowledge, productivity, innovation, and willingness to learn. Behavioral aspects such as punctuality, group behavior, and adaptability are also considered. Both teaching and non-teaching staff are encouraged to contribute effectively to the institution's growth, and their performance is regularly assessed to ensure continuous improvement and professional development.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.5%20Institution%20Performance%20Appraisal%20System%20for%20teaching%20and%20non%20-teaching%20staff.pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.5%20Institution%20Performance%20Appraisal%20System%20for%20teaching%20and%20non%20-teaching%20staff.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

SITAM ensures financial transparency through a robust auditing process. The College Finance Committee conducts monthly internal audits to monitor income and expenditure, in compliance with UGC and AICTE guidelines. The budget allocates funds for various

activities, including infrastructure development, staff salaries, research, faculty development, library resources, utilities, equipment, and college events.

The internal audit process involves the review of vouchers and bills by the financial committee every six months. Discrepancies are flagged and reported to the principal for corrective actions. The external audit is carried out regularly by a chartered accountant as per government rules, ensuring all payments are authorized. The audit report is reviewed by the management, and any queries are addressed promptly with supporting documents.

There have been no major audit objections in recent years; minor issues identified by the audit team are swiftly rectified, and precautionary measures are implemented to prevent recurrence. These audits highlight the institution's commitment to financial discipline and transparency, ensuring proper utilization of funds and safeguarding institutional assets. The audited financial statement is signed by both the management and the chartered accountant.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criterions/criterion6/upload/6.4.1%20Institution%20conducts%20internal%20and%20external%20financial%20audits%20regularly%20(2)(1).pdf">https://sitam.co.in/criterions/criterion6/upload/6.4.1%20Institution%20conducts%20internal%20and%20external%20financial%20audits%20regularly%20(2)(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

186.96

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

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

SITAM aims to become self-sufficient by implementing incremental strategies to generate revenue and promote sustainability. Key initiatives include developing creative products and patenting them, offering consultancy services to local industries, and establishing testing services across various engineering domains. The college also focuses on identifying innovative final-year student projects that could be converted into patentable ideas.

Fees are charged according to university and government norms for both granted and self-financed courses. Additionally, SITAM receives a salary grant from the Botcha Gurunaidu Memorial Educational Society, which is used to cover the salaries of full-time permanent and part-time teachers. SITAM is also eligible for grants from the UGC under sections 2(F) and 12(B) of the UGC Act, 1956, supporting infrastructure development, learning resources, and research, including minor and major research projects.

While some strategies may take years to fully realize, the institution believes that small, sustained efforts will lead to significant achievements. The management, faculty, staff, and students are committed to driving these initiatives forward, fostering an environment of innovation and growth. SITAM remains optimistic about achieving its goal of self-sufficiency in the coming years.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.3%20Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources..pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.3%20Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources..pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) at SITAM plays a pivotal role in fostering quality development across all aspects of the institution. Its main objectives are to enhance academic and administrative performance through conscious, consistent efforts and to internalize a quality culture by institutionalizing best practices. The IQAC ensures that all procedures are streamlined and followed consistently, with a focus on improving performance in academic, administrative, and financial tasks.

IQAC is responsible for optimizing teaching methods, ensuring the relevance of academic and research programs, maintaining integrity in evaluation processes, and collecting stakeholder feedback. It organizes workshops and seminars to promote quality enhancement and monitors support structures to ensure adequate resources. The cell also focuses on the overall development of students by aligning activities with industry and societal needs, promoting research collaboration, and conducting internal audits.

Additionally, SITAM has implemented a mentoring system where each teacher is assigned 15 students as mentees. Mentors provide academic and moral support, maintaining a record of student progress, engaging with parents, and coordinating with placement officers to ensure the mentees' success. This system helps in fostering holistic student development and provides personalized guidance for their academic and professional growth.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.1%20internal%20quality%20assurance%20cell%20(iqac).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.1%20internal%20quality%20assurance%20cell%20(iqac).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM's IQAC systematically reviews the teaching-learning process, operational structures, and learning outcomes to maintain quality education. The institute follows established teaching methods, including preparing lesson plans for each semester, which integrate guest lectures, industrial visits, and internships. Faculty submit daily lecture records on an online portal and through the Course Track Register (CTR).

To assess teaching quality, SITAM implements a student feedback system, where students evaluate teachers on various parameters like course delivery and teaching methods. The feedback helps identify challenges faced by students and corrective actions are taken accordingly. The institution also monitors student learning outcomes through midterm and continuous evaluations, regular tests, and interactive sessions.

SITAM follows Outcome-Based Education (OBE) as prescribed by JNTUK, where Course Outcomes (CO) and Program Outcomes (PO) are mapped. Teachers prepare lessons and interventions to meet these outcomes. Faculty Course Assessment Reports (FCAR) are prepared to evaluate and improve student learning based on Formative and Summative Examinations.

Additionally, SITAM has introduced remedial classes, mentoring systems, and regular parent-teacher meetings to ensure the holistic development of students. Peer learning among faculty is also encouraged through feedback on teaching effectiveness. These efforts aim to continuously enhance both academic and personal growth of students.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/creteria6display.php?year=2023-24">https://sitam.co.in/criteria/criterion6/creteria6display.php?year=2023-24</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.3%20Average%20number%20of%20quality%20initiatives%20by%20IQAC%20per%20year%20for%20promoting%20quality%20culture%20(3).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.3%20Average%20number%20of%20quality%20initiatives%20by%20IQAC%20per%20year%20for%20promoting%20quality%20culture%20(3).pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

**SITAM's tenets he always clear and stream lined about safety and security of all employs trough awareness and counselling. All issues are related amiably with firmness of justice and yet**

**Safety and Security**

To maintain safety and security on the campus the use of identity cards is mandatory for students as well as faculty. A visitor can enter the campus only by taking a gate pass. An adequate number of security guards are placed at different places in the campus. Security guards keep a watch on the entire area with the view to maintain discipline in the campus and monitors parking area and other common areas of the campus. CCTV cameras are mounted on all public areas within the campus and within the building are continuously monitored. Mentors and their teams monitor security at the hostel. Anti-ragging notices are prominently displayed. Any report in this regard is taken up by the Anti Ragging committee of the institute. A Grievance cell addresses all problems faced by students. A fire extinguisher is provided in every wing of all buildings. Emergency needs like ambulance and doctor are made available as and when required immediately.

File Description	Documents
Annual gender sensitization action plan	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2)(3)(4)(5).pdf</a>

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

**A. 4 or All of the above**

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

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

**SITAM considers itself an integral part of the surrounding**

ecology, working to minimize its impact on the environment. The institution adopts sustainable practices in waste management to reduce harmful effects on both human life and local ecosystems. Thoughtfully designed architecture, landscaping, and support systems ensure a harmonious balance with the environment.

#### 1. Solid Waste Management:

- Organic waste from gardens and nurseries, along with paper waste, is composted in a manure pit. The resulting vermicompost is used in the garden.
- Human waste is safely decomposed from septic tanks.
- Cow dung is used in garden beds, and some food waste is processed in manure pits, while the rest is disposed of in landfills. Plans are in place to create a biogas system from food waste, which could power up to 20% of cooking needs.
- Plastic waste is separated and sent for proper disposal by the Municipal Corporation.

#### 2. Liquid Waste Management:

- Effluent from septic tanks and canteen wastewater is used for gardening and tree watering.
- Wastewater from latrines and bathrooms is safely treated in septic tanks.
- RO plant wastewater is directed to a designated area for groundwater recharge.
- Kitchen wastewater is transferred to the manure pit for further processing.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.3(1)(2)(3)(4).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.3(1)(2)(3)(4).pdf</a>
Any other relevant information	<a href="#">View File</a>

<b>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>	<b>A. Any 4 or all of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li><b>1.Restricted entry of automobiles</b></li> <li><b>2. Use of Bicycles/ Battery powered vehicles</b></li> <li><b>3.Pedestrian Friendly pathways</b></li> <li><b>4.Ban on use of Plastic</b></li> <li><b>5.landscaping with trees and plants</b></li> </ol>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>A. Any 4 or all of the above</b>

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

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

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

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

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

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

**SITAM promotes an inclusive environment that encourages tolerance and harmony across cultural, regional, linguistic, communal, and socio-economic diversities. The institution fosters an atmosphere where individuals are urged to manage anger and hatred in all situations.**

Recognizing the importance of national and cultural unity, SITAM organizes celebrations for national festivals and the birth and death anniversaries of great Indian personalities. Key events include Independence Day, Republic Day, Yoga Day, Makar Sankranti, and Diwali. These occasions are marked with motivational speeches, cultural programs, and community-building activities.

Festivals at SITAM reflect India's pluralism and diversity. Diwali is celebrated with the distribution of sweets and exchange of well wishes. Yoga Day features yoga sessions open to all faculty and students. Religious and regional festivals are celebrated with enthusiasm, involving students in various activities. Regular discourses by eminent philosophers are held to enrich students with Indian cultural heritage, fostering a sense of responsibility toward the nation.

On festive occasions, top officials from industries and government offices are invited to address students, offering them valuable insights into India's diverse culture, official protocols, and procedures, ensuring a holistic educational experience.

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

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

SITAM emphasizes the importance of India's diverse cultural, social, and economic fabric, uniting individuals under the guiding principles of the Constitution. The institution educates both staff and students on constitutional values, rights, duties, and responsibilities, fostering a sense of responsible citizenship.

SITAM provides a supportive, safe, and accessible learning environment, equipping students with the knowledge, skills, and values necessary to balance livelihood with life. This ethos is reinforced through participation in cultural, traditional, and value-driven programs with distinguished speakers. Awareness

campaigns on issues such as plastic use, cleanliness, and Swachh Bharat engage students in societal matters.

Institutional policies reflect these core values, and the university curriculum includes courses on Professional Ethics, the Constitution of India, and Indian Traditional Knowledge, promoting a sense of constitutional duty. SITAM also focuses on sanitation, quality of life, and self-awareness, with active contributions from its NSS and NCC units in community service.

Ethical values are emphasized in extracurricular activities like debates, elocution, and presentations. SITAM celebrates Constitution Day by administering the preamble as an oath to all members, reaffirming their commitment to upholding constitutional principles.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The 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	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

SITAM fosters an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, and socio-economic diversities. The institution encourages individuals to refrain from anger and hatred, reminding them of its motto, Panditaha samadrsinaha.

SITAM observes various national festivals, birth and death anniversaries of great Indian personalities, and other significant days with cultural and educational importance. These include Independence Day, Teacher's Day, National Education Day, National Sports Day, Republic Day, National Science Day, and Yoga Day, among others. The celebrations are marked by motivational speeches, cultural events like plays, and activities that reflect India's pluralism and diversity.

Festivals like Diwali are celebrated with the distribution of sweets and exchange of wishes, while Yoga Day includes sessions open to all faculty and students. The institute emphasizes the importance of these days in nurturing a sense of national pride and unity.

Additionally, top officials from industries or government offices are often invited to address students on festive occasions, providing them with valuable insights into India's social, political, and official protocols. This helps students gain a broader understanding of the country and its governance.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

SITAM promotes student participation in quality improvement processes to enhance the student-teacher relationship and gather valuable feedback for institutional progress. The institution actively involves students in identifying educational and infrastructure gaps, strengthening collaboration between students and teachers for quality enhancement. The Internal Quality Assessment Cell (IQAC) organizes events like Open Houses and engages the Student Council in decision-making. SITAM also includes alumni representatives in the Board of Studies, ensuring diverse perspectives.

SITAM's remedial courses, such as Bridge Courses, address the needs of slow learners, particularly those struggling with foundational subjects like Mathematics. These courses, held before the regular academic sessions, have proven successful in improving students' academic performance and confidence. The Bridge program helps students meet the required academic standards, with a focus on personalized support.

However, challenges include identifying students needing remedial support, motivating them, and developing an effective curriculum. The institution invests in diagnostic assessments, specialized instructors, and personalized support services. Infrastructure improvements, technology access, and collaboration with community organizations are essential to enhance these programs. SITAM is committed to continuous quality improvement, ensuring students receive the necessary resources and support for academic success.

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

### 7.3 - Institutional Distinctiveness

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

SITAM has established a Local Chapter of NPTEL (National Programme on Technology Enhanced Learning), offering both faculty and students the opportunity to enhance their learning. This initiative aims to adapt to the evolving world of online education and technological advancements by integrating online courses into the curriculum. Faculty members are encouraged to guide and monitor student progress in NPTEL courses, ensuring improved understanding and performance.

SITAM has also adopted open online courses listed by the UGC under its MOOCs program, available on the SWAYAM platform, to enrich the existing curriculum and foster self-learning among students. The institution encourages students to take these online courses, particularly from NPTEL, to acquire new technological knowledge and improve employability skills through skill-oriented training.

The success of SITAM's efforts is reflected in the achievements of its alumni, many of whom have launched ventures, secured funding, and contributed significantly to the entrepreneurial ecosystem. Through this commitment to innovation, SITAM continues to inspire and empower future leaders and entrepreneurs, making a lasting impact on the next generation of change-makers.

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

7.3.2 - Plan of action for the next academic year

SITAM has achieved remarkable progress since its NAAC accreditation, leveraging confidence and awareness to pursue excellence through various best practices. Key initiatives include:

1. **Curriculum Enhancement:** Regular curriculum updates incorporate industry trends and technological advancements. Interdisciplinary projects and practical sessions foster hands-on learning, while new electives align with industry demands.
2. **Faculty Development:** Workshops, training, and research activities help faculty stay updated, enhancing academic growth.
3. **Infrastructure Development:** Modern facilities, upgraded labs, and online learning resources create a conducive learning environment.
4. **Student Support:** Counseling, mentoring, and peer tutoring systems strengthen academic guidance. Career services offer internships and recruitment drives.
5. **Research & Innovation:** Research grants, industry collaboration, and innovation centers promote cutting-edge research.
6. **Quality Assurance:** Continuous feedback and assessments ensure teaching and learning excellence. Accreditation and certifications are pursued actively.
7. **Community Engagement:** Social initiatives and knowledge-sharing events strengthen industry and community connections.
8. **Health & Safety:** Comprehensive protocols ensure safety and emergency preparedness.
9. **Financial Planning:** Budgeting for infrastructure, scholarships, and partnerships supports institutional goals.
10. **Communication:** Open feedback channels foster inclusivity and address concerns.

SITAM aims for further accreditations, including NBA and autonomy, while improving results and NIRF rankings. By recruiting motivated faculty, enhancing amenities, and providing holistic, value-based education.

# SECTION –11.6

## INSTITUTIONAL BEST PRACTICES

## **1. Title of the Best Practice**

Learning Beyond the Classroom Walls

### **1.1. The Context**

- Education Beyond the Classrooms at SITAM encompasses all elements intentionally designed to enhance the educational experience. It includes not only the academic curriculum but also music, drama, sports, community engagement, performance opportunities, and outreach activities for the benefit of the community.

### **1.2. Objectives of the Practice**

- Identifying effective methods for teaching and learning beyond traditional classroom settings.
- Enhancing the educational experience by engaging in innovative and captivating approaches to knowledge-building.

### **1.3. The Practice**

At SITAM, education beyond the classroom is achieved through the following avenues:

- Professional Certification Programs
- Outbound Learning Programs
- Internships – Corporate & Social Sector
- Extension and Community Outreach
- Sports

### **1.4. Advantages**

- Builds the confidence of the students and facilitates a smooth transition into the industry.
- Encourages and assists students in pursuing their passions and turning them into careers.
- Sensitizes students to social issues around them and enhances their awareness to contribute to solutions.

### **1.5. Challenging issues**

- Motivating students to engage in voluntary social service.
- Collaborating with global industries and other institutions for industrial and educational visits.
- Training professional staff to effectively implement this model of education.

### **1.6. Evidence of Success**

- Outreach activities of students are featured in newspapers.
- Compulsory industrial and social visits are conducted every academic year.
- Many college students be a part of NGOs to canvases for society due to publicity and mastering they get hold of on those outreach programs
- An increase in the number of students pursuing careers in sports, music, and other creative fields.

### **1.7. Resources Required**

- Specially trained faculty members to ensure effective organization of activities and provide students with sufficient orientation to carry out their duties and responsibilities.

## **2. Title of the Best Practice**

Remedial Courses for Students Needing Additional Support

### **2.1. The Context**

- Students facing challenges in keeping up with the classroom pace due to lower IQ often go unnoticed, as they may not have a specific learning disability. Unfortunately, many of these students end up leaving school because the classroom environment proves to be challenging for them. However, learning is a lifelong endeavor, and every child should be given an opportunity for continual growth in their life. SITAM College actively promotes this philosophy by offering a dedicated platform for such learners who, due to certain unavoidable circumstances, couldn't initially keep up. A separate session is provided for these learners with subject experts, and the outcomes have been remarkably successful so far.

### **2.2. Objectives of the Practice**

- Addressing the specific needs of students after identifying their challenges.
- Equipping slow learners to successfully engage with foundational level courses.
- Bridging the gap between slow learners and their peers at the standard learning pace.
- Monitoring and enhancing performance towards achieving excellence.

### **2.3. The Practice**

- Bridge Courses are designed for students without a background in commerce or those who did not pursue Mathematics after matriculation, including those who scored below 50% in Mathematics. Mandatory enrollment is required for this program. The Bridge course is a 3-week program, sometimes extending to 4 weeks based on student needs, conducted before the commencement of regular undergraduate classes. Pre-assessment criteria are determined by the students' exam marks. Following the Bridge course, students scoring below 50% may need to retake the same examination, although this requirement has seldom arisen. The success ratio of improved performance is evidenced by the feedback collected from students over the years.

### **2.4. Challenging issues**

The Bridge Course has encountered few challenges, including:

- Delays in University results impacting the pre-assessment criteria check, as the Bridge course starts a few days before the commencement of degree courses.
- Difficulty in maintaining personal contacts with students once admission is completed, as they tend to change their location and contact numbers.
- Scheduling conflicts between the Bridge course and other competitive entrance exam dates.
- Students' various personal commitments during the duration of the course.
- Lack of seriousness among some students.

### **2.5. Evidence of Success**

- Students exhibit the ability to excel in exams, as evidenced by their assessment marks and subsequent performance. Their enhanced confidence enables active participation in various curricular and co-curricular activities, excelling particularly in those with positive outcomes. The consistent success of the program is evident in the students' results, serving as a continuous testament

to their abilities and the program's effectiveness. The positive written feedback from slow learners provides valuable input, reinforcing the need to conduct such programs on a regular basis.

## **2.6. Resources Required**

- Substantial investment in intellectual and knowledge facilitators.
- Oversight department comprising experts to closely monitor students' needs.
- Qualified instructors dedicated to educating slow learners in their challenging areas.
- Strategic planning of syllabus and a problem-based approach to guide these students.

# SECTION –11.7

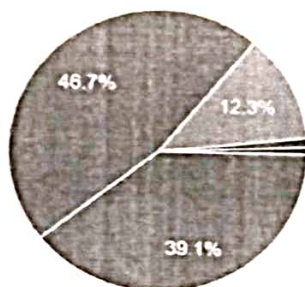
## FEEDBACK MECHANISMS

# IQAC – SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

## 1.4.2 FEEDBACK ACTION TAKEN REPORT

08) The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

486 responses



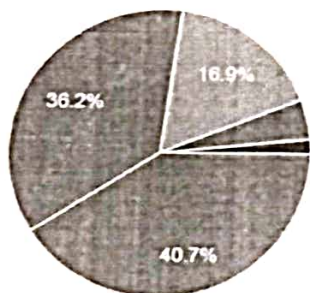
- 4 – Significantly
- 3 – Very well
- 2 – Moderately
- 1 – Marginally
- 0 – Not at all

### Action Taken:

- Interactive discussions to engage students in critical thinking.
- Used digital tools and resources like interactive modules, for concept clarity
- Promoted group work, peer discussions, and team projects to build communication and teamwork skills

25) Availability of adequate quantity of equipment for carrying out lab experiment.

486 responses



- Excellent
- Very good
- Good
- Satisfactory
- Poor

### Action Taken:

- Regularized assessing of existing equipment and materials to identify shortages or outdated items.
- Allocated a dedicated budget for lab resources, ensuring periodic replenishment and upgrades.

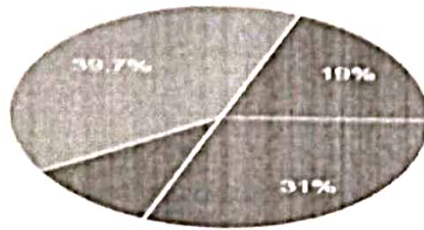
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A)



Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram

How many classes did you teach using audio visual tools in the previous semester?

58 responses



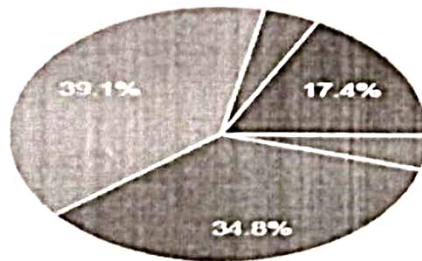
- less than 5
- More than 15
- 5 to 10
- 10 to 15

Action Taken:

- Provided digital tools and resources like interactive modules
- Provided the infrastructure to record lessons

What do you think about the communication skills of SITAM students?

23 responses



- Superb coverage
- Very Good
- Good
- Above Average
- Average
- Not bad
- Not good
- Kind of Bad
- Bad

Action Taken:

- English Fridays:** Designate every Friday as "English Day"
- Organized role-playing exercises to simulate real-world scenarios like interviews, presentations

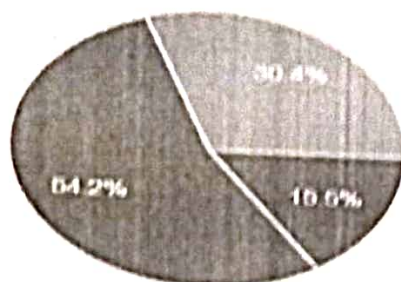
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Man  
Gajularega, Vizianagaram-535

Do you think the courses at BITAM prepare you to shoulder societal responsibilities?

168 responses




- Not really
- I got some input regarding that
- Yes, they gave me lot of input

Action Taken:

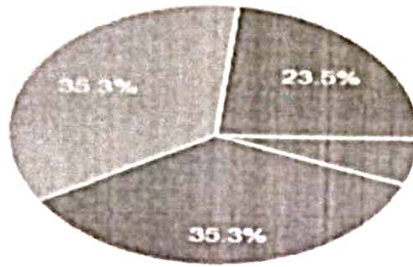
- Encouraged the students to do Community Service Projects
- Included the lessons on professional ethics & human values

  
SPOC, IQAC  
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and Management  
Vizianagaram-535002 (A.P)

  
Principal  
Satya Institute of Technology And Man-  
Gajularega, Vizianagaram-535



How many classes did you teach using audio visual tools in the previous semester?



- less than 5
- More than 15
- 5 to 10
- 10 to 15

#### Action Taken

1. Provided interactive digital boards

  
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Satya Institute of Technology  
and Management  
Vizianagaram-535002

  
Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram-535002



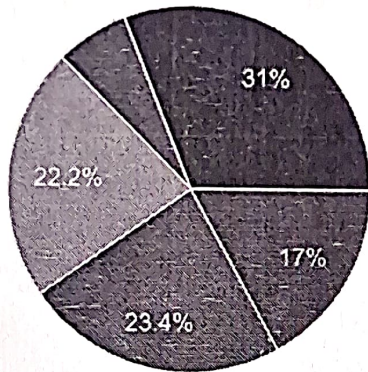
# SATYA INSTITUTE OF ENGINEERING AND TECHNOLOGY FEEDBACK FORM ALUMINI AY 2023-24

173 responses

Your branch of study?

Copy

171 responses

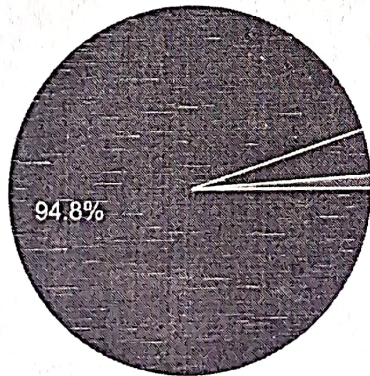


- MECHANICAL
- CIVIL
- CSE
- ECE
- EEE

Are you married now

Copy

173 responses

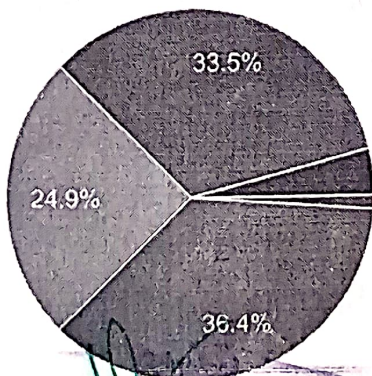


- No
- Yes
- I am planning on getting married

What are your activities right now?

Copy

173 responses



- Am still studying in SITAM
- I completed my study at SITAM
- I am engaged in a private job now
- Job search
- I am self employed

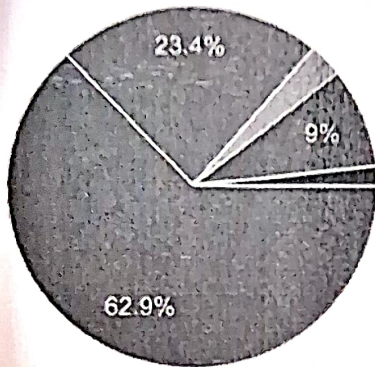
PROG. IOAC  
SATYA INSTITUTE OF ENGINEERING AND TECHNOLOGY  
GAJULAREGA, VIZIANAGARAM, A.P. 535002



What type of job are you planning to take up after present study ?

Copy

167 responses

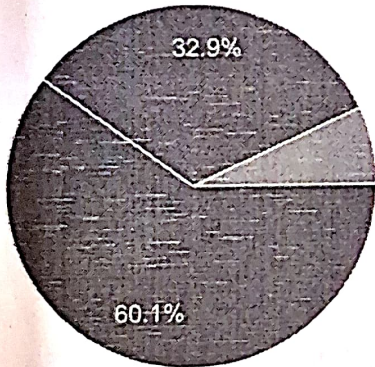


- Multi national Companies
- Government sector
- Research Organizations
- Business person
- Teaching career

Do you think the knowledge acquired through the course-work helped you?

Copy

173 responses

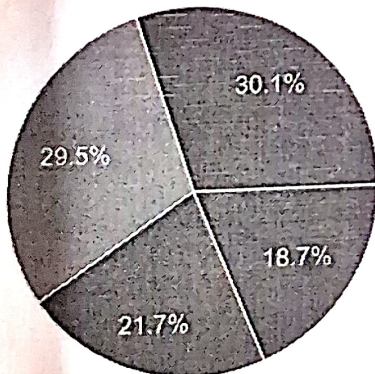


- Yes, the coursework is really helpful
- They helped up to an extent
- No. They were not of much use.

Where do you see your self after few years of graduation ?

Copy

166 responses



- freelance consultant
- As an entrepreneur
- Leadership role in societal importance
- In managerial position

SPOC, IOAC  
 SITAM, GAJULAREGA  
 VIZIANAGARAM, A.P., INDIA

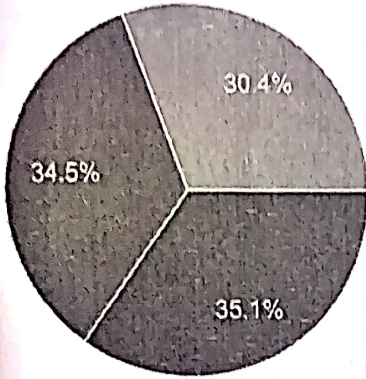


Principal  
 Satya Institute of Technology And Management  
 Gajularega, Vizianagaram-535002

Were you taught the techniques of analyzing a general engineering problem?

Copy

171 responses

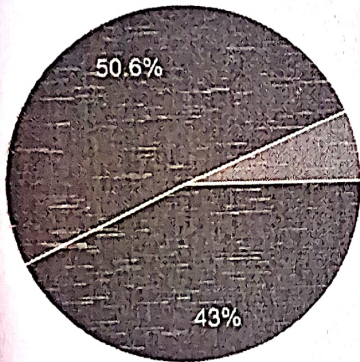


- I think I need more teaching inputs.
- I got the techniques of analyzing only simple problems
- Yes. I was taught the techniques of analysis

Did you learn the concepts of designing systems under real-life constraints?

Copy

172 responses

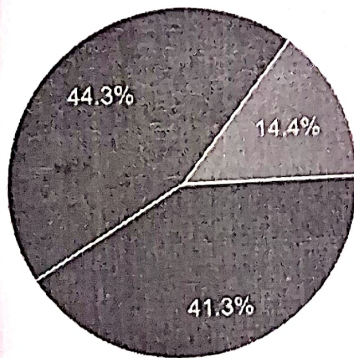


- Yes. I know the principles.
- I think I need more design skills.
- Yes. I can design electrical systems.

Can you propose a feasible solution to an engineering problem by making suitable assumptions?

Copy

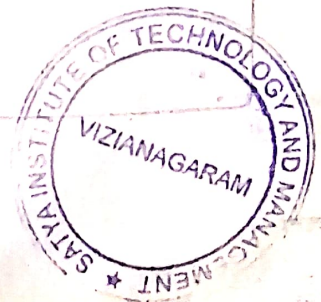
167 responses



- I can do with some help.
- Yes, I can understand the problem.
- Yes, I am confident about it.

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 Gajularega, Vizianagaram-535002

SPOC, IQAC  
 SATYA INSTITUTE OF TECHNOLOGY  
 GAJULAREGA, VIZIANAGARAM A.P., INDIA

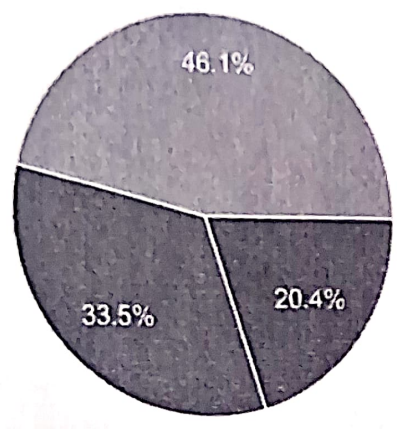




Can you find and follow ethical code of conduct in your professional transactions?

Copy

167 responses

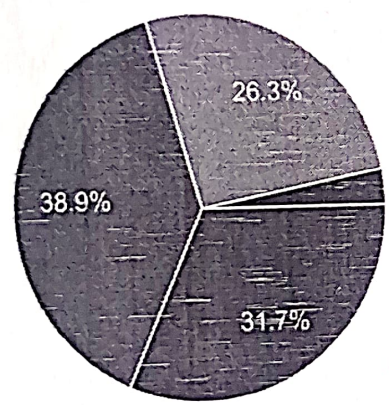


- Not much
- Up to an extent
- Definitely Yes

Did you ever have problems working in a group?

Copy

167 responses

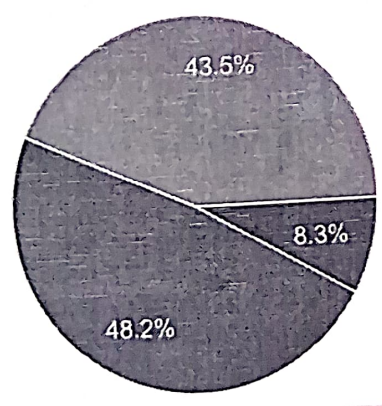


- A little friction
- Sometimes I find it convenient to work alone.
- None whats ever
- Lot of trouble

Are you comfortable in a challenging situation?

Copy

168 responses



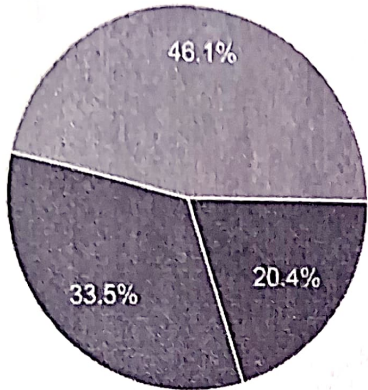
- I find it difficult to deal.
- I can manage with some stress.
- Yes, very comfortable.



Can you find and follow ethical code of conduct in your professional transactions?

Copy

167 responses

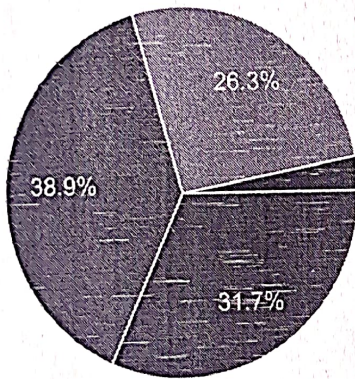


- Not much
- Up to an extent
- Definitely Yes

Did you ever have problems working in a group?

Copy

167 responses

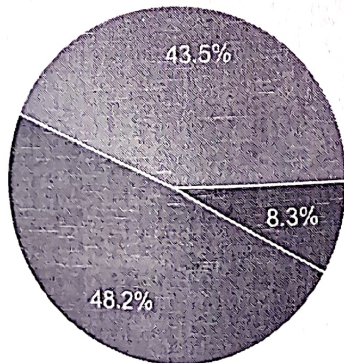


- A little friction
- Sometimes I find it convenient to work alone.
- None whats ever
- Lot of trouble

Are you comfortable in a challenging situation?

Copy

168 responses

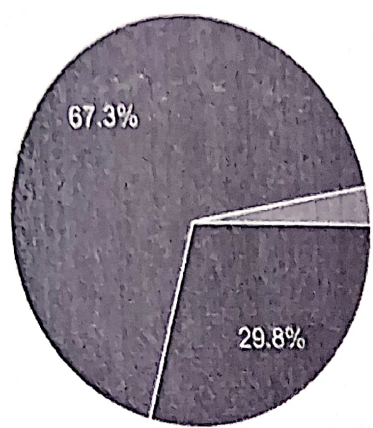


- I find it difficult to deal.
- I can manage with some stress.
- Yes, very comfortable.

Do you want to upgrade your knowledge about emerging technologies?

Copy

168 responses

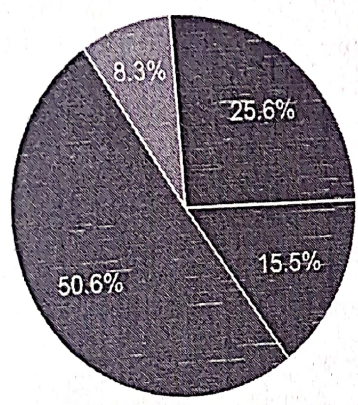


- I will try for some time.
- Yes, I will spend considerable amount of time
- I will let others figure it out and inform me

Can you draft a professional document in English?

Copy

168 responses

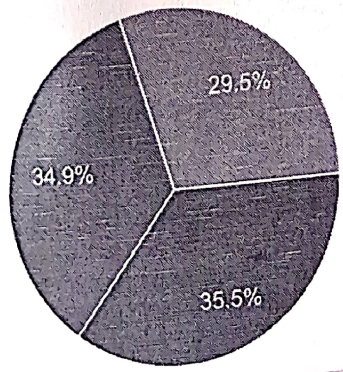


- I seek help of others in doing that.
- Yes, I can certainly do that
- I can draft in my language but need translator to put it into English
- Yes, I can certainly do that.

When you come across a problem about which you have no prior experience, what will you do?

Copy

166 responses



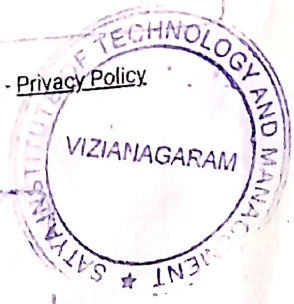
- I seek help from a colleague who is expert in the problem.
- I will solve it even if it means learning lot of new stuff.
- I will try to solve it for some time and then seek help

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IQAC  
 SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT  
 GAJULAREGA  
 VIZIANAGARAM, A.P., INDIA



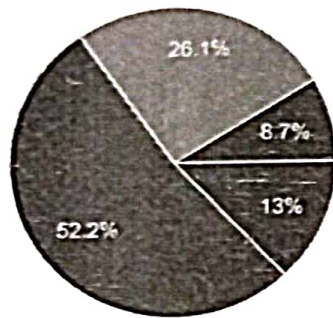
# SATYA INSTITUTE OF ENGINEERING AND TECHNOLOGY FEEDBACK FORM EMPLOYERS AY 2023-24

23 responses

Do you think that the students of SITAM are composed and well behaved?

Copy

23 responses



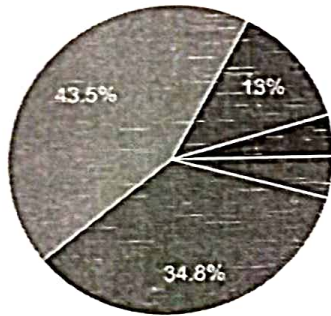
- Superb coverage
- Very Good
- Good
- Above Average
- Average
- Not bad
- Not Good
- Kind of Bad

▲ 1/2 ▼

Do you think that the students of SITAM are honest ?

Copy

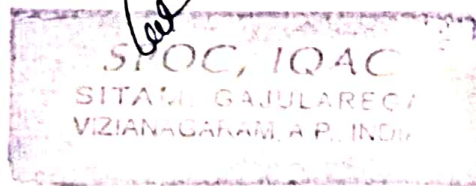
23 responses



- Superb coverage
- Very Good
- Good
- Above Average
- Average
- Not bad
- Not Good
- Kind of Bad
- Bad



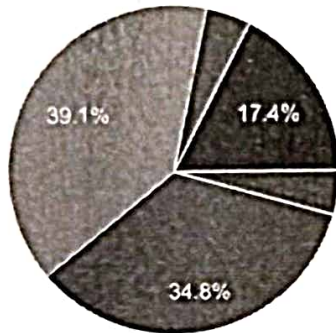
*Principal*  
Satya Institute of Technology and Management  
Gajularega, Vizianagaram-535002



What do you think about the communication skills of SITAM students?

Copy

23 responses

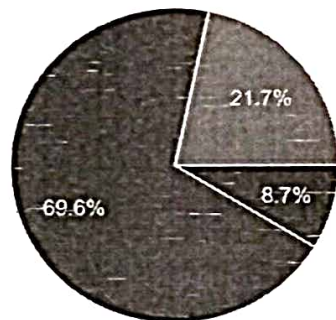


- Superb coverage
- Very Good
- Good
- Above Average
- Average
- Not bad
- Not good
- Kind of Bad
- Bad

Do you think SITAM students can work in team well and are good team-players?

Copy

23 responses

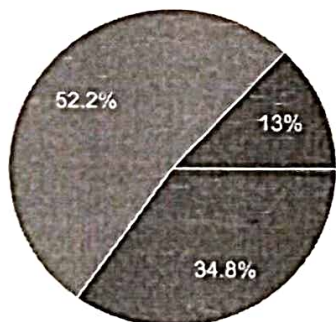


- Superb coverage
- Very Good
- Good
- Above Average
- Average
- Not bad
- Not good
- Kind of Bad
- Bad

Are SITAM students good in technical skills?

Copy

23 responses

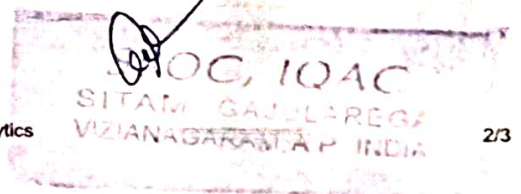


- Superb coverage
- Very Good
- Good
- Above Average
- Average
- Not bad
- Not good
- Kind of Bad
- Bad



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Satya Institute of Technology and Management  
Gajularega, Vizianagaram-535002  
Principal



# SITAM



## SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Near RTO Office, Gajularega, Vizianagaram-535003, Andhra Pradesh, India

Accredited by "NAAC", Approved by AICTE, New Delhi

(Permanently Affiliated to JNTUGV, Vizianagaram, Recognized by SBTET, Government of A.P)

Email: principal@sitam.co.in, Website: www.sitam.co.in, Face Book: /Sitam.Sgvp, Instagram:/sitamvzm

Telephone No:9676788811, 8978812341/2

EAMCET CODE: SGVP

JNTUGV CODE: B6

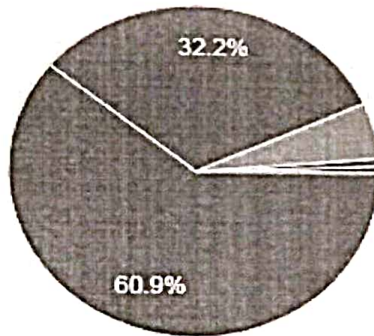
SBTET CODE: 649

### Criteria 1: FEEDBACK SYSTEM

1.4.1	Student Feedback (Academic Year 2023-2024)
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01) How much of the syllabus was covered in the class?

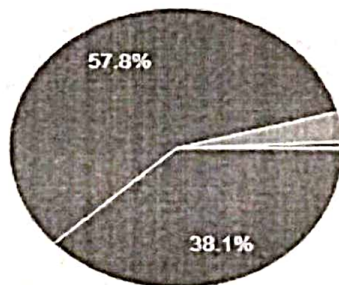
670 responses



- 4) 85 to 100%
- 3) 70 to 84%
- 2) 55 to 69%
- 1) 30 to 54%
- 0) Below 30%

02) How well did the teachers prepare for the classes?

670 responses



- 4 - Thoroughly
- 3 - Satisfactorily
- 2 - Poorly
- 1 - Indifferently
- 0 - Won't teach at all

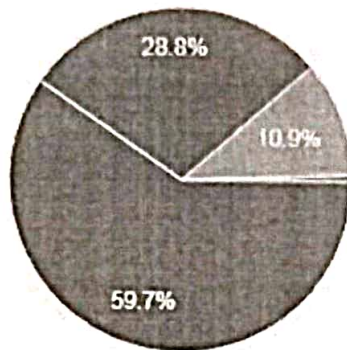
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram-535003

03) How well were the teachers able to communicate?

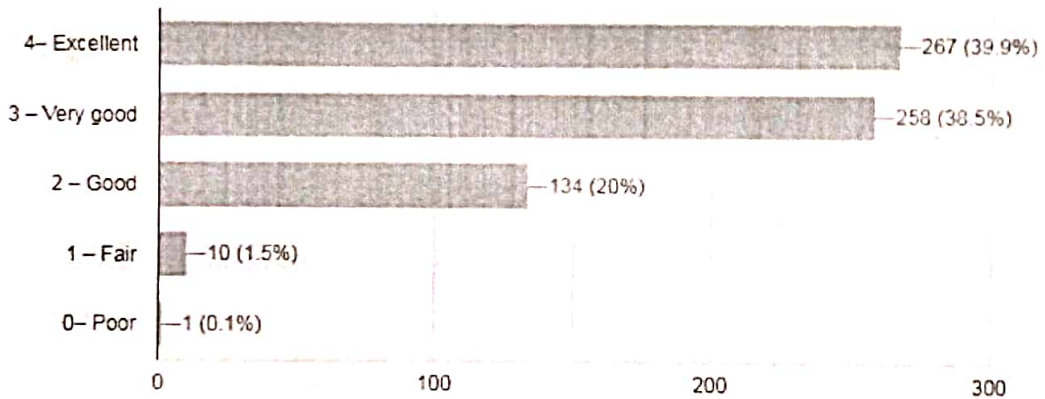
670 responses



- 4 - Always effective
- 3 - Sometimes effective
- 2 - Just satisfactorily
- 1 - Generally ineffective
- 0 - Very poor communication

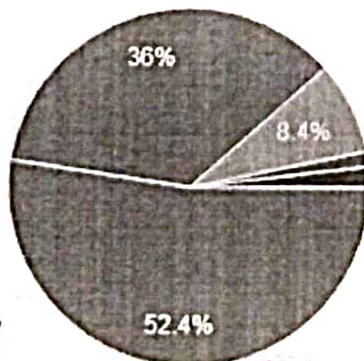
04) The teacher's approach to teaching can best be described as

0 / 670 correct responses



05) Fairness of the internal evaluation process by the teachers.

670 responses



- 4 - Always fair
- 3 - Usually fair
- 2 - Sometimes unfair
- 1 - Usually unfair
- 0 - Unfair

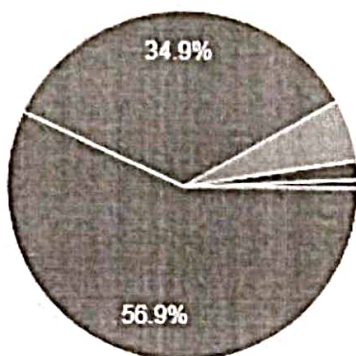
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Management  
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06) Was your performance in assignments discussed with you?

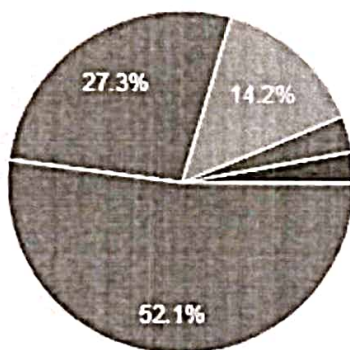
670 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - Never

07) The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

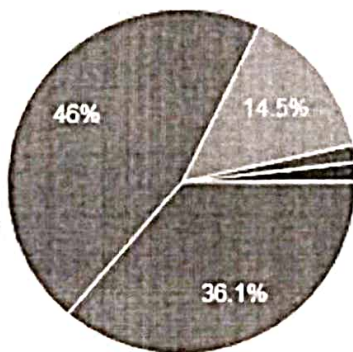
670 responses



- 4 - Regularly
- 3 - Often
- 2 - Sometimes
- 1 - Rarely
- 0 - Never

08) The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

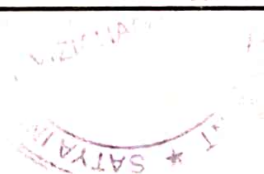
670 responses



- 4 - Significantly
- 3 - Very well
- 2 - Moderately
- 1 - Marginally
- 0 - Not at all

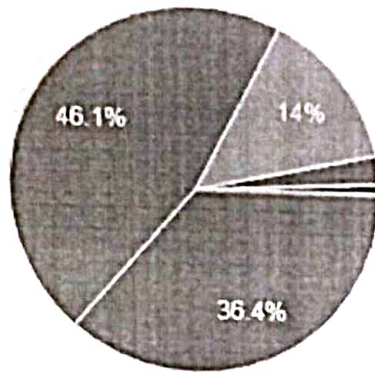
SPOC, IQAC  
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and Management  
Vizianagaram-535002 (A.P)

Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram-535002



09) The institution provides multiple opportunities to learn and grow.

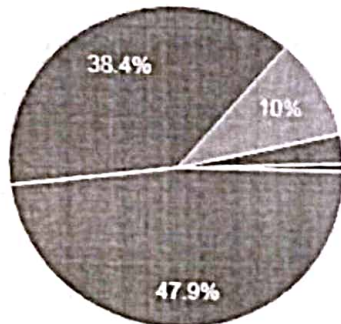
670 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

10) Teachers inform you about your expected competencies, course outcomes and programme outcomes.

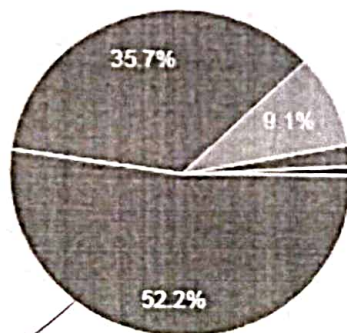
670 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - Never

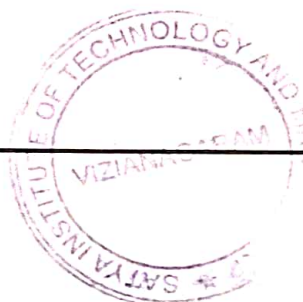
11) Your mentor does a necessary follow-up with an assigned task to you.

670 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - I don't have a mentor

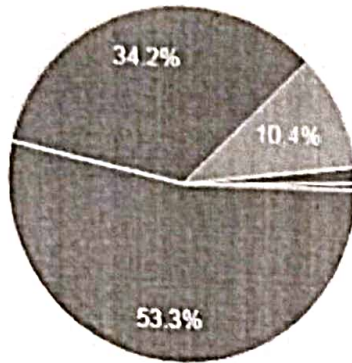
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Satya Institute of Technology And Management  
Gajularega, Vizianagaram. 535002

12) The teachers illustrate the concepts through examples and applications

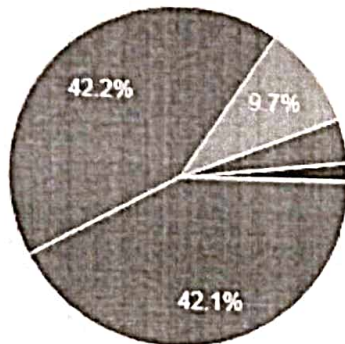
670 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - Never

13) The teachers identify your strengths and encourage you with providing right level of challenges.

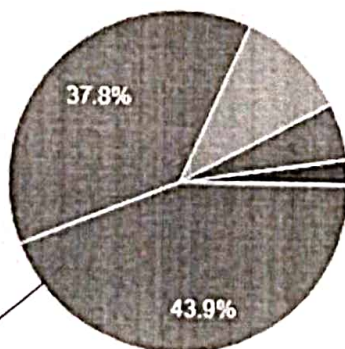
670 responses



- 4 - Fully
- 3 - Reasonably
- 2 - Partially
- 1 - Slightly
- 0 - Unable to

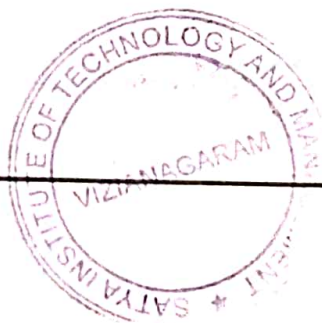
14) Teachers are able to identify your weaknesses and help you to overcome them.

670 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - Never

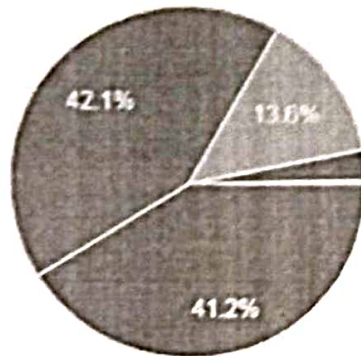
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram-535002

15) The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

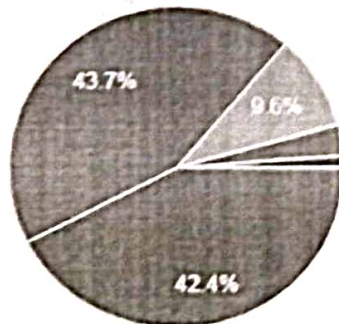
670 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

16) The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

670 responses



- 4 - To a great extent
- 3 - Moderate
- 2 - Some what
- 1 - Very little
- 0 - Not at all

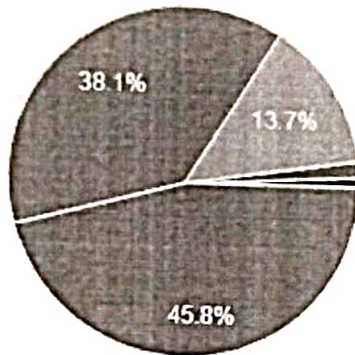
  
SPOC, IQAC  
Satya Institute of Technology  
and Management  
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Principal  
Satya Institute of Technology And Management  
Gajulareya, Vizianagaram-535002

17) Teachers encourage you to participate in extracurricular activities.

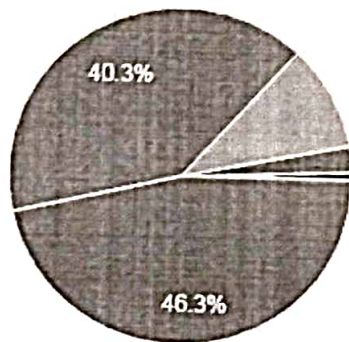
670 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

18) Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

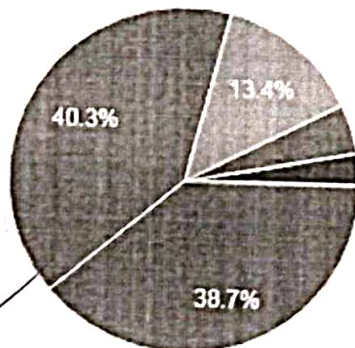
670 responses



- 4 - To a great extent
- 3 - Moderate
- 2 - Some what
- 1 - Very little
- 0 - Not at all

19) What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching

670 responses



- 4 - Above 90%
- 3 - Between 70 to 89%
- 2 - Between 50 to 69%
- 1 - Between 30 - 49%
- 0 - Below 29%

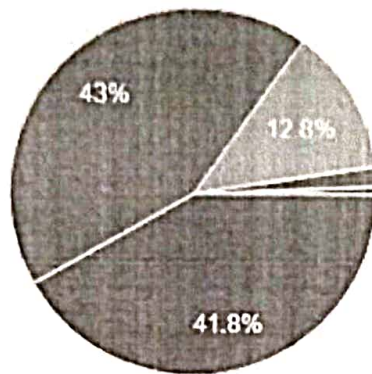
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram

20) The overall quality of teaching-learning process in your institute is very good

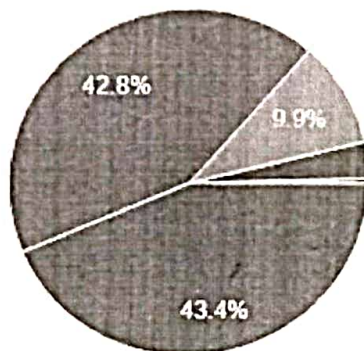
670 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

21) Is counselling process in the Institute is effective.

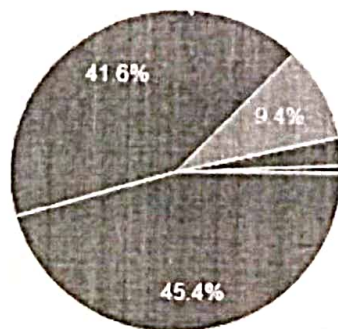
670 responses



- 4 - Excellent
- 3 - Good
- 2 - Satisfactory
- 1 - Can't say
- 0 - Poor

22) Teachers discuss the pre-requisites of the subjects.

670 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - Never

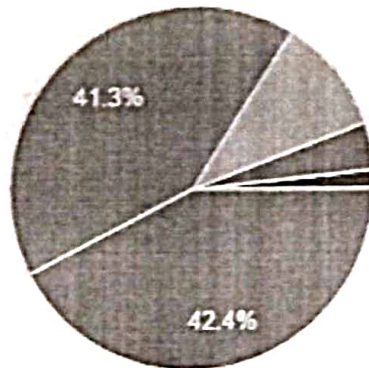
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Managem  
Gajulapeta, Vizianagaram-53500

23) Use of innovative ideas/methods/tools in teaching-learning process

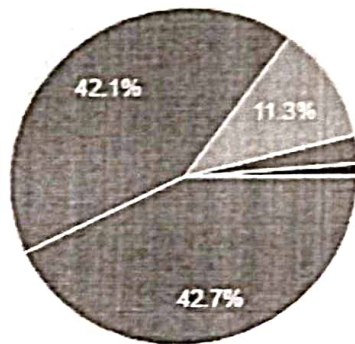
670 responses



- To a great extent
- Moderate
- Some what
- Very little
- Not at all

24) Are there library resources and information are sufficient to meet the requirements.

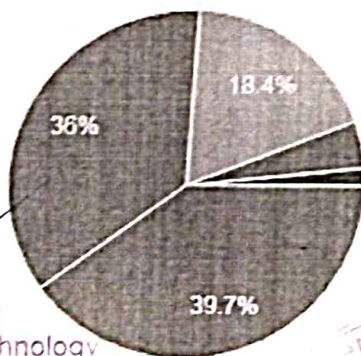
670 responses



- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

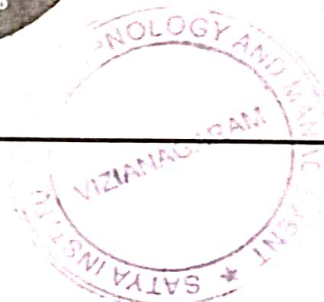
25) Availability of adequate quantity of equipment for carrying out lab experiment.

670 responses



- Excellent
- Very good
- Good
- Satisfactory
- Poor

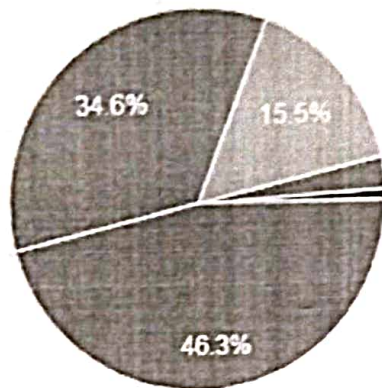
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Satya Institute of Technology And Management  
Gaulam

26) How effective is awareness of NCC and NSS activities in the Institute.

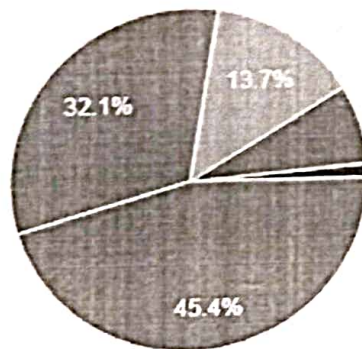
670 responses



- Excellent
- Very good
- Good
- Satisfactory
- Poor

27) Does the Institute initiate cultural and sport activities.

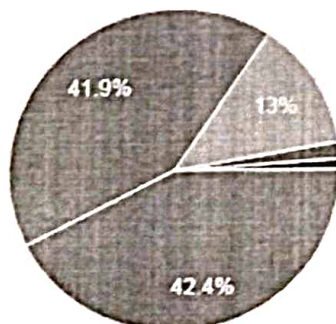
670 responses



- Always
- Usually
- Sometimes
- Rarely
- Never

28) Does the Institute facilitate incentives for academic/ non academic performance like University rank, college topper, sport achievement etc.

670 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

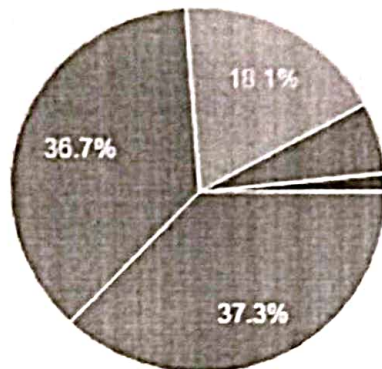
SPOC, IQAC  
Satya Institute of Technology  
and Management  
Vizianagaram-535002 (A.P)



Principal  
Satya Institute of Technology And Management  
Gajularega, Vizianagaram-535002

29) How well the Infrastructure of the Institute is good for student's overall development

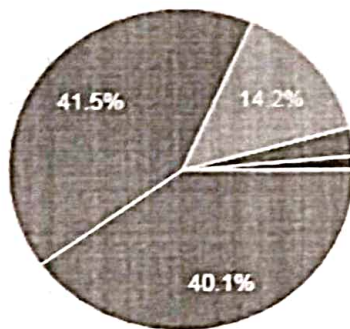
670 responses



- Excellent
- Very good
- Good
- Satisfactory
- Poor

30) You can communicate and discuss your problems with teachers.

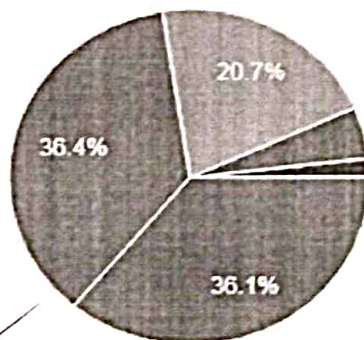
670 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

31) Basic Amenities in your Institution are

670 responses



- Excellent
- Very good
- Good
- Satisfactory
- Poor

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and Management  
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Satya Institute of Technology And Management  
Gajularega, Vizianagaram-535002

Give three observation / suggestions to improve the overall teaching – learning experience in your institution.

(Some Notable Suggestions)

- Faculty should interact with students more friendly
- Kindly give more project and real time problems to solve.
- Courses can be more research oriented.
- New technology monthly updates can be given.
- Integrate Active Learning Techniques
- Enhance Technological Integration
- Foster Continuous Professional Development for Educators
- Faculty should mingle with students properly and should explain the problems more than once.
- Explain realtime applications along with topic.
- Guide the students based on their fields of intrest
- Need some break time after every 2 hours.
- Please improve the sports club.
- Explain concepts using new AI tools such as chat gpt, etc.
- Explain more about what are new skills available and necessary for mechanical engineer in the market.
- Integrate Technology in Classrooms - Incorporate interactive digital tools and online resources to create engaging and dynamic learning environments.
- Utilizing platforms for virtual collaboration, digital textbooks, and educational apps can enhance student participation and understanding.
- Promote Active Learning - Shift from traditional lecture-based teaching to more interactive, student-centered approaches.
- Encourage group discussions, problem-solving activities, and hands-on projects to foster critical thinking and deeper comprehension of the material.
- Teachers to stay updated with the latest educational strategies, technologies, and methodologies.
- Please provide more placements and campus interviews
- Provide more partical knowledge and provide latest books in acedemics, general knowledge, current affairs etc...
- Improve and increase sports activities for students
- Provide Constructive Feedback.
- Implement Active Learning Techniques and Utilize Technology Effectively.
- Encourage faculty to incorporate more interactive teaching methods such as group discussions, case studies, and hands-on activities. This fosters engagement and deeper understanding among students.
- Utilize latest technology to Integrate technology into the classroom to facilitate learning, such as using educational apps, online resources, and



multimedia presentations. This enhances accessibility and appeals to different learning styles

Implement regular feedback mechanisms for both students and teachers to provide constructive criticism and suggestions for improvement. This helps in identifying areas of strength and areas needing enhancement, leading to continuous improvement in the teaching-learning process.

Please encourage and conduct regular indoor games and outdoor games in sports periods. Provide sports period atleast two times a week

Encourage teachers to create opportunities for students to apply theoretical knowledge in practical scenarios. This approach not only improves learning outcomes but also prepares students for the real world.

Encourage teachers to move beyond traditional lecture-based teaching. Active learning strategies, such as group discussions, case studies, debates, and problem-solving sessions are needed to more implemented and students to be actively engaged in them.

Active learnings methodologies are to be encouraged more. Active learning not only improves retention but also helps students develop essential skills like communication, collaboration, and analytical thinking.

Make sure every "saturday" is a holiday, Atleast give holiday on every second saturday

Canteen and college cafeteria should be improved

Teachers should finish the syllabus atleast 10 days before the final exams and all the topics in the syllabus need to be covered in the class.

Conduct more mock interviews , aptitude tests, interview practice sessions and coding competitions.

Enhance Interactive Learning with Technology, Foster a Collaborative Learning Environment.

Conduct weekly webinar meetings with different organisations to get understanding about organisation vision and mission and culture.

  
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and Management  
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Principal  
Satya Institute of Technology And Managemen-  
Gajulareya, Vizianagaram-535002

# SITAM-Teachers Feedback for A.Y 2023-24

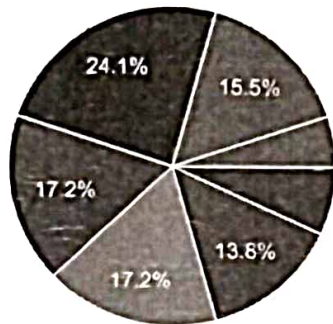
58 responses

Publish analytics

## Your department

 Copy

58 responses

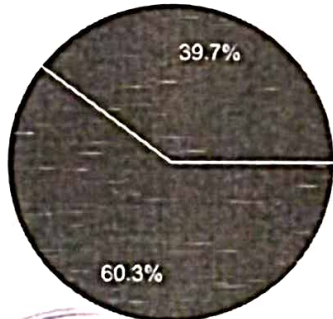


- CIVIL
- EEE
- MECH
- ECE
- CSE
- BS&H
- MBA

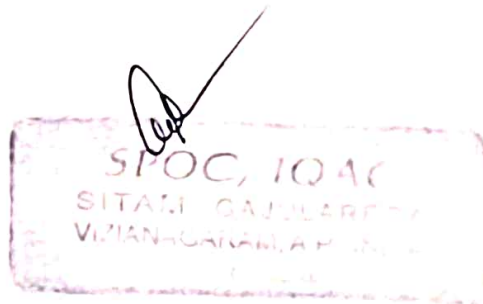
## Did you prepare course file before the beginning of the course teaching?

 Copy

58 responses



- part of it is prepared before the course began and the rest is added during the semester
- Yes
- No



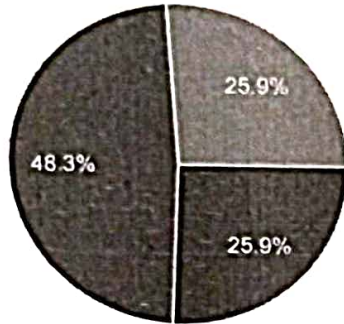
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Satya Institute of Technology and Management  
Gajularega, Vizianagaram-535002



How much time did you spend in this semester to study about concepts of Outcome Based Education ?

 Copy

58 responses

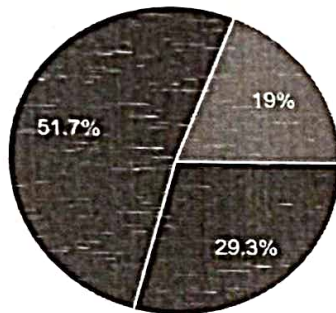


- 1-3 Hours
- 3-5 Hours
- More Than 5 Hours

Are you reasonably thorough with the concepts of OBE?

 Copy

58 responses

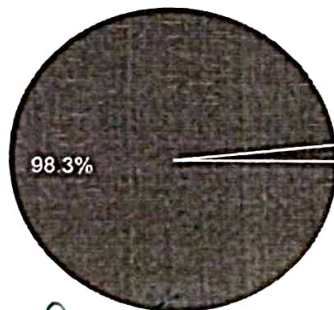


- OK
- Thorough
- Very Thorough

Did you compute the attainment values of all the course outcomes for these courses by preparing the FCAR document?

 Copy

58 responses



- Yes
- No



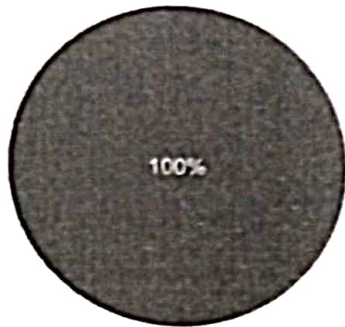
SATVA Institute of Technology and Management  
Gajularega, Vizianagaram-535022

PROC, IQAC  
SATVA INSTITUTE OF TECHNOLOGY AND MANAGEMENT  
GAJULAREGA  
VIZIANAGARAM, P. INDIA

Did you explain the course outcomes to the students before the actual teaching?

 Copy

57 responses

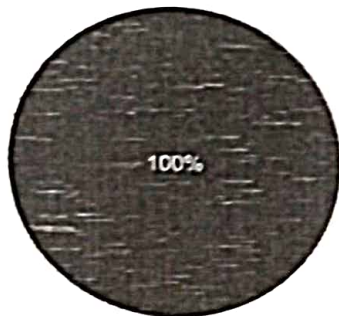


- Yes
- No

Did you complete the syllabus to your satisfaction?


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57 responses

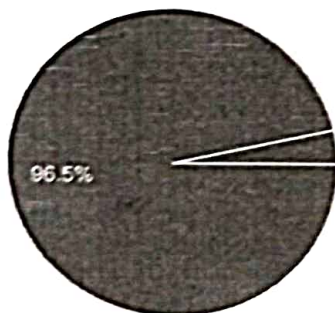


- Yes
- No

Did you get an "anonymous" feedback from students about your teaching effectiveness?

 Copy

57 responses




- Yes
- No

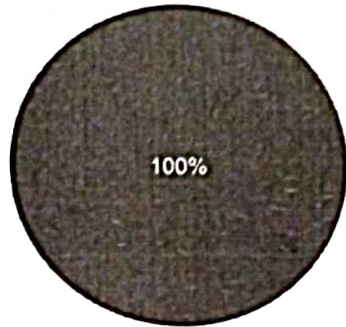


Satya Institute of Technology and Management  
Gajulareya, Vizianagaram-530002  
SITAM, IOAC  
SITAM, Gajulareya  
SITAM, Vizianagaram, A.P., INDIA

Did you check whether the students have the prerequisite knowledge to follow the course?

 Copy

57 responses

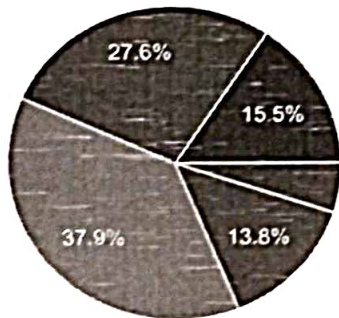


- Yes
- No

How many preparatory classes did you spend to acquaint the students with the prerequisites?


 Copy

58 responses

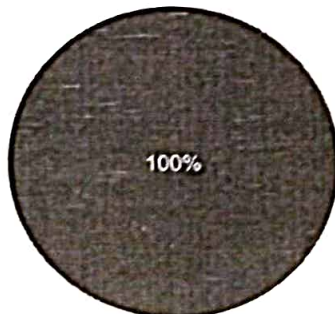


- 1
- 2
- 3
- 4
- 5

Did you give any formative tests to the students?

 Copy

58 responses



- Yes
- No



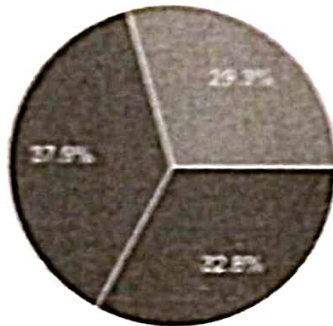
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Principal  
Gajularega, Vizianagaram-535002

SATYI, IOAC  
SATYI GAJULAREGA  
VIZIANAGARAM AP, INDIA

In the context of NAAC and NBA, what is a program?

Copy

58 responses

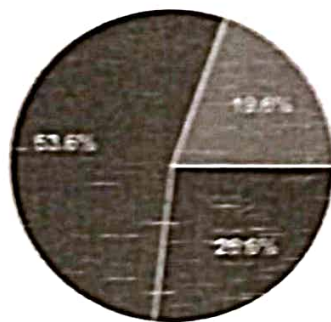


- A set of program outcomes
- A set of course outcomes
- A set of course leading to a degree

How do you rate the sequence of the units in the syllabus?

Copy

56 responses

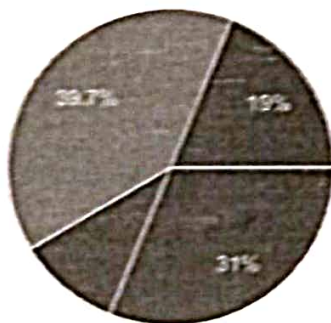


- Excellent
- Very Good
- Good
- Average

How many classes did you teach using audio visual tools in the previous semester?

Copy

58 responses



- less than 5
- More than 15
- 5 to 10
- 10 to 15

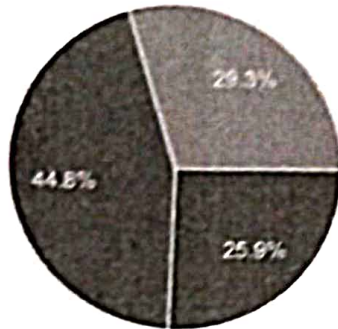


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### How do you rate relevance of the courses in relation to the program?

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58 responses

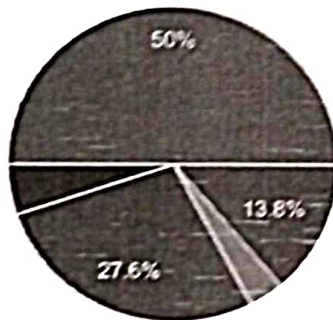


- Excellent
- Very good
- Good
- Average

### Check all that apply from the following to describe your teaching style

Copy

58 responses

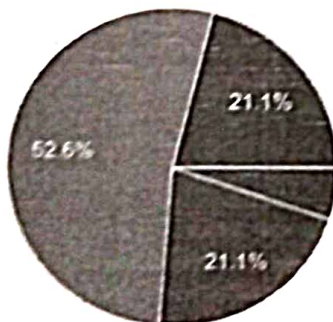


- Tutorials
- chalk and talk, Active cooperative Learning
- chalk and talk
- chalk and talk, Power Point Presentations student semina...
- chalk and talk, Power Point Presentations
- Tutorials, chalk and talk, Active cooperative Learning, Power...

### What do you think is a course outcome? Check all that apply

Copy

57 responses



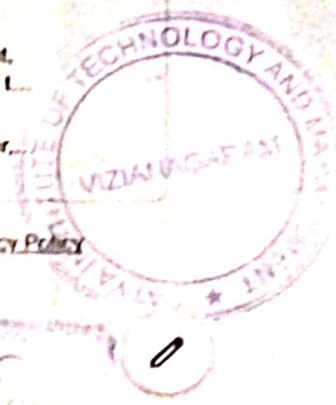
- Course outcome is understanding of the student
- Course outcome is ability of the student to undertake a specific task
- Course outcome is understanding of the student, Course outcome is ability of L...
- Course outcome is understanding of the teacher...

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