



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **DILKAP RESEARCH INSTITUTE OF ENGINEERING AND MANAGEMENT STUDIES**

**VILLAGE-MAMDAPUR, POST-NERAL, MUMBAI, RAIGAD**

**410101**

**[www.driems.in](http://www.driems.in)**

**SSR SUBMITTED DATE: 26-11-2018**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**November 2018**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Dilkap colleges and Institutes having Diploma Engineering and Degree Engineering are designed to give students a better future, with world class exposure. With the world of work in mind and a global dimension, we not only offer courses leading to internationally recognized academic awards, but also have an approach designed to equip students with the skills needed for a rewarding career.

Our aim is to become the preferred destination for students, teachers, researchers and scholars from around the world. The diversity of our graduates reflects our commitment to ensuring that the widest ranges of students are given the chance to benefit from our top quality higher education.

### **Vision**

To create world class Technocrats at affordable price with high ethical and moral values.

### **Mission**

To create world class technical leaders by providing state of art infrastructure, highly qualified faculty members.

To impart latest knowledge of engineering among the students to compete with contemporary engineers.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

1. Good Infrastructure
2. Supportive management
3. Pleasant and noise free environment
4. Facilities like well equipped Gym
5. Facilities for indoor/outdoor games
6. Well Qualified and Supportive Faculty and Staff

### **Institutional Weakness**

1. Faculty Qualification (Ph.D)
2. Faculty Research Publication, Funded Projects, Consultancy Work etc.
3. Institutional and Departmental MOUs.
4. Admission Percentage in some departments
5. Placement Percentage

### **Institutional Opportunity**

1. Getting NAAC accreditation with good grade
2. Fetching the Research Funds, Funded Projects, Consultancy Work etc. in the areas like renewable energy, solar energy etc
3. Improving the placement Percentage.
4. Strengthening Industry-Institute Interaction and also Collaboration with more reputed industries.
5. Developing Incubation center under Entrepreneurship Development Cell.
6. Preparing students for competitive Examinations Like GATE, UPSC, MPSC etc.
7. Alumni networking to enhance the academic and placement activities by forming alumni association.

### **Institutional Challenge**

1. Faculty Retention
2. Present scenario of admission
3. Average quality of admitted students
4. Tie-ups with National and International Educational Institutes.
5. Enhancing Soft-skills, Aptitude Skills and Technical skills of the students through Value Added Programs.
6. Funded research projects with collaboration of government and private organizations.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The institute being affiliated to University of Mumbai adopts to syllabi prescribed by University. However, the institute develops innovative and creative methods by using ICT tools for the effective delivery of curriculum. The identified gaps in curriculum are bridged by value added programs and life skills programs. The faculty members are also encouraged to attend orientation programs organized by University of Mumbai for every revision of syllabus. All the programs has Choice Based Credit System (CBCS) implemented from Academic Year 2016-17 with department level elective subject for third year and final year engineering.

The institute also addresses and integrates issues relevant to Gender Equity, Environment and Sustainability, Human Values and Professional Ethics in addition to curriculum prescribed by University. The students are encouraged to undergo field projects and internship programs in their tenure of study. The institute has structured feedback mechanism from all stakeholders including Students, Alumni, Parents, Employer and Teachers for effective delivery of curriculum.

### **Teaching-learning and Evaluation**

The admission process of the institution is in accordance of DTE and Maharashtra state government. The institute admits students from various reserved categories as per the reservation policies of competent authority. Special efforts are taken to identify slow and advanced learners by initial assessment on the basis of their qualifying examination marks and initiatives are taken to satisfy their learning needs.

The institution has proficient, devoted and experienced faculty members from diverse backgrounds. The institution utilizes student-centric, problem solving and experimental learning. The teachers adopt ICT tools, e-resources to enrich the learning experiences of the students.

The institution ensures student performance through outcome based Education. The institute has framed significant reforms in Continuous Internal Evaluation (CIE) to achieve academic excellence. The mechanism of internal assessment is transparent and robust covering all the learning domains. The institute has dedicated Examination Cell to deal with the grievances of students in a time-bound and efficient manner. The institution adheres to the academic calendar and lesson plan for effective delivery of curriculum. Attainment levels of outcomes are calculated by direct and indirect assessment techniques.

### **Research, Innovations and Extension**

The institute is putting the sincere efforts to promote research culture amongst the faculty and students by motivating and encouraging them to publish their work in reputed journals and conferences. To upgrade the knowledge of faculty and students institute organizes various seminars and guest lectures. Few staff members have received funds for their research projects under minor research scheme from the University of Mumbai.

The institute is planning to have National Service Scheme (NSS) unit from university. to categorise all activities of extensions such as Tree plantation, Blood donation camps, etc. program under one head. The Extension Activity cell participates in outreach programs and community service activities by collaborating with local communities for Swatch Bharat Abhiyan, Health Check up, Tree Plantation, etc.

The institute organizes seminar/guest lecturers to promote industry institute interaction and MoUs are signed with the national firms to develop ongoing industrial allied activities.

### **Infrastructure and Learning Resources**

The institution have infrastructure with well-equipped laboratories, classrooms, library, centralized seminar hall and training & placement cell with conference room for effective teaching and learning processes.

Every program has independent ICT enabled classroom and computer laboratory with adequate computing facility. The institute also has a computer center as the central computing facility.

The institution motivates students to participate in various extra-curricular activities. A large playground with area for outdoor sports, separate facility for indoor sports and well equipped gymkhana is available for the students.

Institution has central library automated with software. Libray has collection of Downloaded e-books and NPTEL videos for students.

For effective teaching and learning institute provides adequate ICT facilities with Wi-Fi, LAN, Smart Boards. The maintenance committee is formed to take care of maintenance of infrastructure including laboratories, classrooms, and student support facilities

## **Student Support and Progression**

The Institute continuously facilitates excellent mechanism for support & Progression of Students. The students are benefitted by scholarship and free-ship scheme provided by Government as well as from previous academic year institute has started giving scholarship to needy students .

The institute provides capability enhancement and development program such as guidance for competitive examination, soft skill development, personal counseling, yoga/meditation and remedial coaching for students. Student grievances are addressed in person through committees formed such as Students Grievance Redressal, Anti-Ragging & Women Internal complaint and Anti sexual harassment.

Training & placement cell arranges various training and placement on-campus and off-campus drives to provide placement opportunities for outgoing students.

The student actively participates in sports/cultural activities organized at inter-college and intra-college competitions. The institute is in process of registering alumni association to maintains strong interaction with alumni through alumni meet.

## **Governance, Leadership and Management**

The decision and policies of management are implemented through Principal, vice-principal, heads and coordinators of various committees listed in Organization chart. The senior faculty members and students represent decision making process and strategic plan with its effective implementation for attainment of Vision and Mission of the institute.

E-governance system is used for planning and development, administration, student admission and examination.

Administration takes care of key attributes such as budgetary provisions, financial support, and Infrastructure development for smooth functioning of institute as well as faculty and nonteaching staff empowerment.

The institute has performance appraisal system to judge the performance of teaching and non-teaching staff members. Principal and Head of the Department implement necessary action.

IQAC Cell is functional from Academic Year 2017-18 and regular meetings, Audits and NAAC supporting work has been carried out under the guidance of IQAC.

## **Institutional Values and Best Practices**

The institute has girls and boys common room as common facility and separate provision of ramps and wheel chair for differently abled (Divyangjan) students.

The Institute takes sufficient measures to arrange the programs related to gender equity promotion, social responsibilities, national festivals, and birth/death anniversaries of great personalities. The institute promotes use of Solar, LED bulbs solid and liquid waste management, rain water harvesting and green practices such as tree plantation, plastic free campus, paperless work, bus transport to achieve an environmental consciousness

and sustainability.

Institute has two best practices namely:-

1. Conduction of Spoken English Lectures

2. DEPARTMENT OF LIFELONG LEARNING AND EXTENSION (DLLE) AND EXTENSION ACTIVITIES AT DILKAP

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	DILKAP RESEARCH INSTITUTE OF ENGINEERING AND MANAGEMENT STUDIES
Address	Village-Mamdapur, Post-Neral, Mumbai, Raigad
City	Neral
State	Maharashtra
Pin	410101
Website	<a href="http://www.driems.in">www.driems.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	K. Narayan Choudhary	02148-204064	8291727235	022-22169090	sumaneducationaltrust@gmail.com
IQAC Coordinator	Swarada Nagpure	02148-204066	9890510780	022-22169091	swaradanaware@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	13-07-2010

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Maharashtra	University of Mumbai	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	<a href="#">View Document</a>	18-04-2018	12	Extended Annually

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No



<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Village-Mamdapur, Post-Neral, Mumbai, Raigad	Rural	14.84	17740

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BE,Mechanical Engineering	48	HSC	English	120	120
UG	BE,Computer Engineering	48	HSC	English	60	39
UG	BE,Electrical Engineering	48	HSC	English	60	60
UG	BE,Civil Engineering	48	HSC	English	60	60
UG	BE,Electronics And Telecommunication Engineering	48	HSC	English	60	0

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	9				17				52			
Recruited	0	0	0	0	0	0	0	0	5	5	0	10
Yet to Recruit	9				17				42			
Sanctioned by the Management/Society or Other Authorized Bodies	9				17				67			
Recruited	1	0	0	1	0	0	0	0	42	25	0	67
Yet to Recruit	8				17				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				20
Recruited	15	5	0	20
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	13	2	0	15
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	4	0	8

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	1	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	41	25	0	66

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	42	2	0	0	44
	Female	2	0	0	0	2
	Others	0	0	0	0	0
UG	Male	368	2	0	0	370
	Female	38	0	0	0	38
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	52	54	56	48
	Female	9	8	3	11
	Others	0	0	0	0
ST	Male	6	9	10	3
	Female	3	2	2	2
	Others	0	0	0	0
OBC	Male	149	125	171	178
	Female	19	22	19	23
	Others	0	0	0	0
General	Male	225	163	229	235
	Female	23	12	19	28
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		486	395	509	528

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 161

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

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	5	5	5

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1533	1692	1789	1760	1572

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

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
180	210	210	210	210

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

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
479	564	488	390	243

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

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
105	136	141	124	100

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

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
120	136	136	136	136

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

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 28**

#### Number of computers

**Response: 371**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
502.31	979.41	933.80	902.04	899.88

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The institute is affiliated to Mumbai University and follows curriculum prescribed by Mumbai University. The Institute meticulously develops action plans for effective implementation of the curriculum as per university norms.

##### The detailed process is as given below:

1. At the beginning of each Academic year the University of Mumbai gives an Academic calendar with the guideline about the date of commencement of each semester, End of Semester Examination, Oral/Practical Examination, etc. Accordingly in meeting of Principal and respective HOD; the Institute Academic Calendar is prepared and then distributed to the departments.
2. HOD of respective department conducts the meetings with all the faculty members so as to discuss the teaching load distribution, academic calendar, time table, course files preparation, resource requirements, planning of industrial visits, expert/ guest lectures, extracurricular and co-curricular activities. Laboratory manuals are prepared so that students can refer practicals and correlate with theory.
3. Allocation of different subjects to the faculty members are completed by respective HOD considering the qualification of individuals, specialization, experience, interest, and their willingness.
4. Teachers are encouraged to impart the knowledge as per curriculum by using innovative ideas and different teaching methods such as assignments, discussions, workshops, seminars, industrial visits, apart from traditional chalk -board and advanced teaching methods along with ICT technical methodology.
5. The academic schedule is strictly followed and reviewed by IQAC periodically as per university schedule and our academic calendar.
6. All the faculty prepare detailed course files for the subject delivery which includes syllabus, subject notes, PPT slides, OHP transparencies, videos, animation, question banks, model answers.
7. The progress of syllabus coverage and students' attendance is monitored periodically by the HOD and Principal. It is ensured that 40% of the syllabus is completed before Unit test I and 80% of the syllabus is completed before Unit test II.
8. In supplement to the prescribed curriculum, students are exposed to the latest developments and trends in the respective fields by arranging guest lecturers, expert lectures by experts from industry and industrial/field visits are organized. Periodical feedback is obtained from the students on aspects of teaching-learning process.
9. Class teachers meetings are held by the Heads of the department to review the teaching-learning process, academic progress of the students, grievances (if any), and suitable remedial measures are taken accordingly. Mentors are assigned for a group of minimum 10 students who takes care of the difficulties of the students to improve academic performance and their overall wellbeing in the



Institute.

10. Standard practices of evaluation methods are followed by all the staff as per institutional guidelines and encouraging students to implement new innovations in the corresponding fields.

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 2

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	2	0	0

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 413.37

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
93	108	119	103	78

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 72.67

#### 1.2.1.1 How many new courses are introduced within the last five years

Response: 117

File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 5

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 72.57

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1245	1270	1389	1187	967

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

## 1.3 Curriculum Enrichment

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

Response:

The cross-cutting issues like Gender, Environment and Sustainability, Human Values and Professional ethics etc., find ample space in our system to apply them positively in the execution process of curriculum.

The colleges at its own level with the support from various organizations make arrangements for the guest lecture, seminars and conferences. The experts from above-mentioned fields are invited to share their experiences and knowledge with our students and staff members.

The Institute regularly organizes seminars on Women Empowerment. The institute has registered under Department Of Lifelong Learning and Extension (DLLE) of Mumbai University. The efforts made by the institute to integrate the cross-cutting issues such as Gender, Environment and Sustainability, Human values and Professional ethics etc. into the curriculum are as follows :

### **Initiative taken by the Institution towards:**

#### **Gender**

1. There is no gender differentiation among students in these facilities, like canteen / mess, Wi-Fi, Internet, library, and participation in any event like Marathon, Sports, etc.
2. For the promotion of gender equity, the institute organizes various programs like seminars.
3. Institute has Anti-Ragging cell, Anti-harassment committee for women ICC -Internal Compliance Committee, Grievance redressal cell, Staff welfare committee to monitor the issues related to human right.

#### **Human values**

1. Donation of study material like pen pencils, notebooks, etc as well as sport materials like footballs, cricket kit, etc to kids of ASHRAMSHALA nearby Institute.
2. Under DLLE, some students did survey regarding women's status in different locations and analyzed data.
3. Street play on Women's Social Awareness
4. Blood Donation Camp
5. Health camp
6. Celebration of International Yoga Day
7. Yoga Practices
8. Free of cost combined marriage function of young poor families.

#### **Professional Ethics**

1. In the syllabus of Mumbai University subject named Business Communication and Ethics (abbreviated as BCE) is introduced to inculcate professional and ethical attitude at the workplace, to enhance effective communication and interpersonal skills, to build multidisciplinary approach towards all life tasks.
2. Along with this subject institute is conducting some programme like Spoken English, Personality Development and Interview Techniques (PD and IT)

**Environment and sustainability**

1. Mumbai University includes the subject in syllabus named Environmental Studies for creating the awareness about environmental problems among students, Imparting basic knowledge about the environment and its allied problems, Developing an attitude of concern for the environment, Motivating students to participate in environment protection and environment improvement along with that Yearly Tree plantation program is organized within the campus.
2. Rain water harvesting system, Solar Power systems are in place in the campus.
3. Counting of trees, bushes and shrubs are conducted by student to motivate and create awareness about the nature among the students.
4. Annual green audit of the campus is conducted.
5. Paper less work environment is promoted for notification and administrative work.

**1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years****Response:** 20

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 20

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships****Response:** 77.23

1.3.3.1 Number of students undertaking field projects or internships

Response: 1184

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.4 Feedback System**

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

**1.4.2 Feedback processes of the institution may be classified as follows:**

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

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.16

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	6	5	3	0

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 98.81

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
360	395	420	420	420

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
360	420	420	420	420

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 98.86

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
180	210	210	210	198

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

Every year the college organizes an Induction Program for the First Year students.

- 1) By analyzing the CET and HSC Scores we identify the slow and advance learners of the entire admitted student.
- 2) Introductory sessions conducted by HOD and the faculty members during the induction program and enplaning the course structure, Academic calendar and examination process.

### **SLOW LEARNERS:-**

The Departments maintain student data system regarding academic related activities like assessment test, university examinations& internal examinations performance. The personal data will be maintained by the individual faculty mentors. Each mentor is put in charge of students to monitor, shape and advice them to ensure their overall comprehensive growth and achievements. The slow learners are identified by the low marks obtained in the unit test & remedial measures are undertaken. Slow learners are given more attention by the teachers during theory & practical hours. University exam failed students are given the necessary supportive guidance by the faculty members, in terms of providing study materials and solved question paper solution and Motivation Lectures to student.

### **ADVANCED LEARNERS:-**

Advanced learners are advised to take part in conference and encourage publishing papers in technical

journal/conference under the guidance of faculty member. The college recognizes and promotes the skill and knowledge of the advanced learner by allowing him/her to do projects, on their own training etc. or abroad are counseled they are advised to crystallize their ideas into project and also motivated to exhibit such works in various national/international profession associations. Students who would like to pursue higher studies are advised to make use of the facilities. Student's desire in pursuing higher studies in India in selection of courses/Universities/colleges also provided training or awareness programmers by certain institutes. Institute also organizes value added courses and training programs for the students.

The library has a collection of books to help them prepare for competitive examination.

The institute responds to the following learning needs for the improvement of Advance learner's students.

1. Advanced learners are identified through their academic performance and active petrification in the activities.
2. we made available the competitive books like GATE, Civil Service, MPSC/UPSC etc in the central library.
3. Motivating the students for better performance in competitive exams and for higher studies through training and placement cell.
4. Assigning seminars/projects and group leadership and encourage to do live project provide career guidance.
5. Encourage student to attend and present papers in conference and Journals.
6. Distribution of cash prize to the top rankers through AWARD.

### 2.2.2 Student - Full time teacher ratio

**Response:** 14.6

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.13

#### 2.2.3.1 Number of differently abled students on rolls

**Response:** 2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</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

**Response:**

The institute has taken initiatives to shift learning process from traditional "teacher centric" to the "student



centric” approach .student centric learning should focus on skills and practices that enable lifelong learning and independently handles the use of problem solving techniques .following efforts are been taken to groom the students in this direction.

- 1.Study material which includes syllabus, power point presentations, assignment ,unit wise notes, question bank ,model answers ,multiple choice questions , e books etc. Are made available.
- 2.Faculty uses facilities like LCD projectors and smart boards to show animations and videos for better understanding of subject and effectively learning.
- 3.Subject teachers plan the lectures/tutorials considering the difficulty level of subject and the time span available to the student in specific subject. They also provide guidance as and when required.
4. Teacher guardians regularly council and encourage students. Regular meetings with the students are conducted to understand and to resolve their academic difficulties.
5. Wi-Fi facility is provided in the institute preemies which enable students to learn independently and promote self-learning.
- 6.Students have free accesses to NPTEL LECTURES SERIES TO MAKE MORE CLARITY TO THE SUBJECT AND easy to understand.
- 7.Project competitions such as BAJAJ, ROBO and industry based mini-projects are organized in institute to have more practical knowledge to students.
- 8.Students are also encouraged to interact with faculties on the spot, during the lecture hours to clarify their doubts.
- 9.Well established laboratory and good library facility are provided to our students to enable self and independent learning.
- 10.Live projects are given to the students and they are guided by faculty and industry /research panel.
- 11.Workshops ,guest lecturers from experts from the industry ,academic and research institution are arranged by each department.
- 12.The staff members assign the seminar topic to the students. The topics will be based on the prescribed syllabus and of syllabus.
- 13.Student chapters of national/international association are active and students are encouraged to present technical papers at national/international conference/inter college competitions.
- 14.During the period of the program, many industrial visits and field visits are arranged to the relevant industries across the country help the students to understand the cultural diversities and different working environment.
- 15.Personality development training programmes are also conducted to shape their personality and make our students better citizens.
- 16.Tech-fest is organized by students of DRIEMS under the technical guidance of faculty members.
- 17.Inter collegiate events international conference like “VIVRUTI” is organized to develop the participative learning of students and improve the research oriented thinking.
18. The institute promotes open source software and it acquired several software in different departments.
- 19.The student centric learning atmosphere of the college promotes students to focus on modern methods of learning, social issues as well.

### **2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.**

**Response:** 100

## 2.3.2.1 Number of teachers using ICT

Response: 105

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>

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

**Response:** 15.33

## 2.3.3.1 Number of mentors

Response: 100

## 2.3.4 Innovation and creativity in teaching-learning

**Response:**

Teaching-learning is a unique phenomenon where teacher and students are learning together. The biggest challenge for any teacher is to draw the attention of all students for a longer period of time even after the teacher leave the classroom.

1. The institute has encouraged the teachers to use the modern teaching aids, technological equipment along with traditional lecture method. Trends have been set to use the multimedia devices like LCD projectors, charts, and e-learning resources, NPTEL videos.
2. Quiz, surprise tests, group discussions, class room seminar, are used to make teaching more effective and interesting.
3. These innovative techniques have helped us to make the learning experience of students effective, enjoyable, attentive, interactive and communicative.
4. Institution encourages and guide students to participate in National, State level competitions organized by University to showcase their innovative ideas and creativity.
5. Institute organizes International level conference “VIVRUTI” which includes paper presentation to express their innovative ideas.
6. Institute organizes technical events for the students.
7. Students are provided guidance for preparation off competitive exams like GATE, GRE etc.
8. Institute organizes industry visits, guest lectures, seminars on various topics etc. to have an industrial exposure come across the modern methodologies adopted in various industries.
9. Use of e-enabled learning through WI-FI also helps the learner to come closure to the recent research and development in the world.
10. To improve the presentation skills students are assigned to prepare presentation on any topic of his / her interest related to the course. This presentation has to be delivered in front of the students. This helps to develop the student’s presentation skills.
11. Student participated in UG fellowship program at National Technical University of Ukraine, Igor Sikorsky Kyiv Polytechnic Institute

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 91.18

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 5.68

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	7	7	7	6

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 4.64

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

Response: 487

### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 0

#### 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 5.66

##### 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	7	6	8	5

<b>File Description</b>	<b>Document</b>
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

Institute follows the guidelines and rules prescribed by University of Mumbai (UOM) for UG students. UOM (University of Mumbai) has introduced Credit based Semester grading scheme (CBSGS) from the Academic Year 2012-13 onwards and choice based credit and Grading System (CBCGS) from the Academic Year 2016-17 onwards. The credits are for each subject in proportional to the Number of Lectures and Practical's per week.

The theory examination pattern has been divided into 80:20 ratio marking. 80 marks are for ESE (End Semester Examination) whereas the 20 marks are based on the 2 Internal Assessment tests conducted in each semester and the average of these marks are taken into consideration as Final marks for Internal Assessment (IA). Each Internal Assessment is conducted through, Unit Test (UT). Each UT paper carries marks of 20 and examination duration is of 1 hour. First UT is conducted after the 40% of syllabus coverage and the second UT is conducted after 80% of syllabus coverage. The schedules of both the UT are displayed in the Institute Academic Calendar.

There is internal assessment and examination committee in each department, to organize all UTs. The evaluation of UT is centralized at the Departmental Level and it follows the pattern of University Examinations. Faculties also regularly access the Assignments and Practical's of Students based on

Punctuality, Subject Knowledge, Lab Performance and Neatness of Journals submitted to concerned subject teacher.

In final year the Internal Assessment of Projects are organized by, the Project coordinator in the Department. The Project coordinators arrange the schedule of the Project plan, such as the dates of the Project seminar, Project completion, Project Report compilation, etc. The Group of students are discussing and submitting the progress report every week as per academic schedule for reviewing the Progress of Project. Weekly attendance of Project Groups is maintained by Project Coordinator and Project Guide. Once the Students complete the Physical Project and Project Report, then internal assessment starts, which continue till the end of semester.

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

- The university conducts the Assessment of First and Final year after scanning the answer sheets and it is available for ESE online for evaluation purpose. The University provides user name and password to individual faculty for assessment of particular subject. The Assessment of second & third year is conducted within the institute itself. The Institute masks the answer sheet and provides a coding to every answer sheet for ESE to maintain secrecy of identity of students. University of Mumbai has proper guidelines for Moderation of all subjects evaluated in the Institute. The Moderator is different faculty an assessor.
- **Frequency:** Unit tests (UT) are planned according to the academic calendar, after completion of 40 percent syllabus UT I is conducted and after completion of another 40 percent syllabus, UT II Second is conducted. Subject wise UT Syllabus is provided to the students. Usually Unit tests for 2 Different Subjects are conducted on the same day. The Question Papers of unit Tests are submitted to the Departmental Exam in-charge by the respective subject teacher.
- **Transparency:** The attendance record of each student in theory and practical is maintained and displayed on notice board at the end of the Semester & Half semester. The Students are required to attend sufficient lectures and practical before appearing in Internal Assessment unit tests. The Unit tests, Marks are shown to the Students on the departmental notice board. Students can contact their respective Faculty for any doubt about the marks or to understand their mistakes for further learning about the Assessment method, which ensures Transparency in the Evaluation process.
- The Syllabus for Internal Evaluation as well as Question Papers is monitored by the Respective HODs of Department, to ensure that the academic standards are maintained.

- The controller of examination will look after the grievances and resolved about the issues before communicating with the university.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

- Code of conduct of University examination has been displayed.
- As per university guidelines redressal mechanism of grievances in evaluation process has designed to resolve the issue.
- In case of **Internal Unit Tests (UT)**, the faculty concerned has to assess the answer books and Students can directly contact him or her in case of any grievance. The Internal Assessment UT marks are shared with students by their subject teacher or class advisors using informal communication methods, like Whatsapp groups and also periodically displayed on the notice board. Students can check their UT answer booklets directly to understand their mistakes which led to the deduction of marks.
- For End Semester **University Exam**, The University of Mumbai Guidelines are followed. If the Student is not satisfied with his/her result, then the student can apply for Revaluation, Photocopy or both. The Photocopy can be shown to the Subject Expert Faculty so that student can learn from his / her mistakes. Students have option to apply for Photocopies & Revaluation for multiple subjects at a time. Application related to revaluation or photocopy or both has to be submitted to the exam section with the requisite fee within a certain specified time period as declared by University after declaration of results.
- For **Term Work, Orals & Practical Exams**, Students can understand the process of Assessment through their subject Teachers, as no redressal of grievance is provided by the university.
- As per university guidelines redressal mechanism of grievances in evaluation process has designed to resolve the issues.
- In case of any serious discrepancies like, in the evaluation process shown as absence though the student is present, the Student can write to his / her grievance to the Head of his / her Department, who in coordination with the Exam Section Head, will communicate to the university if necessary or the head may order an inquiry for the same.

### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

#### **Response:**

- The Institute has an Academic calendar and it drawn from University of Mumbai Academic calendar. The same is circulated among all staff members well in advance before the commencement of the academic session. The institution adheres to the academic calendar for the Continuous Internal Evaluation and other activities. The institute follows the Academic Calendar

for all assessment purposes.

- Once received the academic calendar from the principal, the respective HOD's follows the academic calendar which includes Semester commencement date, Term End, all the technical events like Techfest, schedule of Unit Test (UT) I & II, Oral/ Practical Examination, the details of these examinations are announced well in advance and the external examiners are appointed. The entire planning and organizing of lecture and practical schedule is done through proper formats, Expert Lectures, Inauguration of Clubs of each dept. i.e. MESA, CESA, EESA etc., Industrial visits, co - curricular and extra co-curricular activities of their department, commencement of theory Examination, University declared Holidays etc. and approves it by the principal of the college. The approved academic calendar is circulated to all the faculty and students.
- HOD & I/c HOD distributes work load as per the choice of subject given by faculties based on Qualification, Experience & area of Specialization of the Staff. The subject choice is taken well in advance before commencing of semester. Every faculty prepares subject notes, PPTs, maintains attendance record etc. Records of lectures/Practicals are maintained by respective staff.
- UT I is conducted after 40% syllabus coverage and UT II after more than 70% syllabus coverage will be conducted as scheduled in the academic calendar. UT Incharge prepares the time table and also allots duties to concern staff of their department. UT Incharge is responsible for smooth conduct of exam. Defaulters in attendance before the test are displayed on Notice board defaulters are not allowed to appear for UT's.
- Internal Assessment (IA) or Unit Test (UT): In a semester, there are 2 UT, each carries 20 marks, to be conducted as per the schedule mentioned in Academic Calendar. Average marks of both the tests, with maximum 20 marks, will be considered for final assessment.
- Term work (TW) & assignments are evaluated based on continuous assessment and submission of TW is done during the allotted time as scheduled in Academic Calendar. As per guidelines provided by Mumbai University, the evaluation system of each subject varies somewhat in the pattern.
- End Semester Examination (ESE): Question papers will be prepared by the Examiners allotted by University and the total marks of the paper is 80 marks.
- Oral/Practical examination: External and Internal examiners from the panel of Examiners will be conducting the examination as per the schedule of MU and marks are awarded according to the student's performance.

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

Vision and Mission statements are displayed on the college website and various places like entrance of the Departments, HOD cabin, Central library, Store, Gymnasium and Sports Room, Seminar Hall and Canteen.

Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes

(PSOs) and Course Outcomes (COs) have been defined by every department. PEOs, POs and PSOs are disseminated on college website, at the entrance of the Departments, HOD cabin, Journal, Course Files of Teachers.

The course outcomes are written by the respective faculty member using keywords of learning levels as per guidelines given in Bloom Taxonomy. All the faculty members were maintaining COs in their course files. COs are discussed by faculty members in the classrooms during introductory lecture of respective Subject / Course and teachers are making students to write the COs in their Subject / Course Notebooks.

### **2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution**

#### **Response:**

The attainment of various outcomes like COs, POs, PSOs and PEOs is carried out in four stages. Planning, Implementation, Evaluation and Action Taken.

#### **1. Planning:-**

Various outcomes are defined and a correlation is established between Course and POs,

Course and PSOs, COs and POs, COs and PSOs in the scale of 1 to 3, 1 being the slight (low), 2 being moderate (medium) and 3 being substantial (high). A mapping matrix is prepared in this regard for every Course, CO, PO and PSO in the program including the elective subjects.

#### **2. Implementation:-**

An individual faculty member use different direct tools like Unit Test, Lab Test, University Exam, Assignments, Practicals, Seminar, Project and Rubrics defined etc., for the evaluation of Course outcomes (COs). Correspondingly Head of Department evaluates POs and PSOs by using evaluation of COs and Indirect Tools like Surveys from Alumni, Employer, Parents, Teachers and Students etc. PEOs are also evaluated by using Indirect Tools.

#### **3. Evaluation:-**

Attainment of all outcomes are calculated and compared with expected level of attainment decided



by respective high level committee/ subject teacher.

#### 4. Action Taken:-

If attainment was up to the expectation then appreciation is extended to the concerned faculty member and in case of deviation from the expected attainment of outcome then necessary corrective actions is initiated and to improve the outcome as per expectations.

### 2.6.3 Average pass percentage of Students

**Response:** 85.31

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 540

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 633

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:**

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

Institution has an entrepreneurship development cell, industry institute interaction cell that encourage forging a relationship between the industry and the institution. Individual department interacts with industry to ascertain its needs to fill the gap in curriculum. The gap is filled by arranging Workshops, Guest Lectures and Industrial Visits addressed by industry personals.

The college management has provided funds for students to participate in various competition held in India by various organization such as BAJA, MegaATV Championship, ESI, etc. The college has also provided the separate workshop for the students to manufacture the car. The student manufactured the car

“JugadV1.0” and placed at 7th rank in all India championship, held at bhuwaneshwar, india headed by vivek singh.

The Guest lectures are arranged for the students by the college management from the industry expert those are professional in various sectors of engineering field to bridge the gap between industry and academic sector. The various lectures included information of new stratup, recent development in manufacturing Field, Rapid Prototyping, and Supply chain Management Etc.

The college management has also provide fund to participate in national level event “ABU Robocorn” Which is held at MIT Pune In 2016.In “ABU Robocorn” students had prepared a Robot to carry out different functions which will compete in the game that is organized by “ABU Robocorn”.

In our college, the management has provided the facility for the students to enhance the knowledge in foreign universities to know about their culture, their syllabus,their project based learning system and etc. The 45 days training program was arranged in Ukraine for some of students from Electrical engineering department and Mechanical engineering department in 2016-17.

The Computer Engineering Department students of academic year 2015-16 ,Mr.Manish Malviya and khurram Shaikh got Patent for their Project “BikerBee”.

The Electrical Engineering Department Students Manufactured the cycle “Smart Electric Cycle” Which gives high Milege at lower cost in 2016-17.

To motivate the staff towards research and development activities the college management has provided fund to attend the faculty development program, short term training program, and also to participate in national and international level conference. The college has also given special leave to attend the training program conducted at different institution.

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response:** 10

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

##### File Description

##### Document

Institutional data in prescribed format

[View Document](#)

#### 3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

#### 3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.14

##### 3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
40	17	13	5	5

##### File Description

##### Document

List of research papers by title, author, department, name and year of publication

[View Document](#)

#### 3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.37

##### 3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	12	4	11	2

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

##### Response:

Following activities have been taken place regarding the social issues holistic development during last 5 years.

- Blood donation camp, Health checkup camp, Stress management lecture for staff and students are organized by Doctors of Raigadh medical college.
- College has setup women development cell which is contributing in social activities. Almost every year International Women's Day is celebrated in the college for teaching, non-teaching staff and girls students. Under women development cell Self defense workshop, one library has been opened for all staff members by WDC (PUSTAKALAYA), it also encourage for tree plantation (Zade lava zade jagwa), picnic is also arranged every year with the help of management.
- Yoga workshop: For the physical and mental health Yoga workshops are conducted for entire staff and students on International Yoga Day.
- Contribution towards NGO: Computer department is donating useful things to the Orphan children and spending the time with them in every year on birthday of our Honorable trustee.
- Many teaching and nonteaching staffs members are involved in various social activities by Nana Maharaj Pratishtan like Swachh Bharat Abhiyan/ Gram Swachata Abhiyan, donating things to poor students on 15 August and 26 January every year .
- Our student Aditya Thakre (Mechanical Engg.) runs a NGO Junoon Foundation which is supported by all the students and staff by contributing stationary for the students from 2015 to till date.
- Under the Andhshradhha Nirmulan program our one staff member Mr. Sandeep Gaikwad conducted various activities like Sarpamitra seminar by Rishikesh Shinde.
- Students have participated in various Street Play and poster competition under DLLE, Mumbai University on Save Girl Child subject.
- One of our faculty member Prof. Dinesh Gupta is involved in various social activities like career guidance and motivational speech. Also college is arranging career guidance program by senior professors in various schools.
- Institute has arranged a free of cost combined marriage function of young poor family to be tied in lifelong knot of marriage.
- Institutes promotes the faculty and students to initiate, participate and implement social awareness through Mumbai marathon on various issue to benefit the institute neighborhood community network.

**3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years****Response: 25****3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	5	5	5

**File Description****Document**

Number of awards for extension activities in last 5 years

[View Document](#)**3.4.3 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 last five years****Response: 39****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., year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
8	8	9	8	6

**File Description****Document**

Number of extension and outreach programs conducted with industry,community etc for the last five years

[View Document](#)**3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years****Response: 37.4**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
597	733	760	543	494

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years**

**Response:** 428

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
120	92	88	76	52

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response:** 33

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
8	7	7	5	6

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

- Dilkap Research Institute of Engineering and Management Studies has been established in the year 2010 with five technical branches which are Civil Engineering, Mechanical Engineering, Electronics & Telecommunication Engineering, Computer Engineering & Electrical Engineering that facilitates quality education.
- All branches are fully equipped with academic facilities, laboratory facilities, IT resources, sanitary facilities and hygienic water purification system as per AICTE norms. There are four academic buildings in the campus where all five branches are properly organised. College is well equipped with CCTV cameras and Fire Extinguishers for maintaining safety and security.
- All classrooms are fully equipped with ICT facility; internet and Wi-Fi facilities and all laboratories are well equipped and maintained.
- Separate girl's common room is provided for the girl students with a provision of napkin vending machine.
- All departments have their own departmental libraries to enhance the learning capacities of students.
- This college has a well-equipped central library at college level which consists of many reference books, text books, e-learning resources like kindles, free Wi-Fi service accessed on computers along with headphones, magazines and journals. Online links of NPTEL, DELNET & ASTM are provided to the students for academic excellence.
- A central seminar hall which is provided at college campus with ICT facilities. All kinds of seminar, FDP, STTP, workshops, guest lectures and other orientation programs can be organised which enhance the students quality.

- College consists of separate girls and boys hostel with proper sanitation facilities, first Aid services, Wi-Fi, safe and hygienic water purification facilities. A separate energy system which convert canteen bio waste into bio gas is also installed in the campus which reduces the waste produced in the campus and can also solve the energy crisis and reduces pollution.
- College also provide pick up and drop facilities from nearby station for students and faculties.
- A rain water harvesting project is on the verge of completion which facilitates ground water table recharge and collected for institutional water requirements.
- canteen is present in the campus which provides good hygienic food to students as well as to faculties.
- Every department has student's council MESA, CESA, EESA, BETA & FORCE. This provides platform to enhance technical approach for society needs and improving ethical standards.
- Training and Placement Cell has been trying to improve the student's quality, providing technical knowledge & grooming of their personality development as per industrial requirements.
- Examination cell is to carry out various examination activities for conducting transparent, smooth and secure examination for students.
- Vehicle parking facility is available.
- A centralised computer centre is provided at administrative building which has a high speed server for conducting online tests and software training programs.

- College has a 20 KV Kirloskar Power backup system, which provides 24 Hrs. power backup in college campus.
- Proper entry and exit records are maintained at the main gate of the college campus by security guards.

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

**Response:**

- A separate sports centre is available in the campus for betterment of mental and physical health of students which is called as fun-zone. Aim for this zone is to provide health fitness of students both mentally and physically. This centre is fully equipped with modern and advanced indoor games facilities like carom board, chess board, Pool table & table tennis. Outdoor games like cricket, volley ball, football, kabaddi, box cricket, Kho-Kho, Tug of war, throw ball are carried out at separate grounds provided for the purpose.
- Fun zone consists of indoor games equipments like Dish TV (LCD), TATA SKY, Carom boards, Chess boards, Table tennis boards, & Billiards boards. A separate caretaker has appointed to look after the maintenance of fun-zone. Separate gym and fun-zone is available for girls at girls hostel. 24X7 Wi-Fi facilities available for boys and girls residing in hostel for LAN gaming. The gym is well equipped with music system.
- Separate grounds are provided for outdoor games. All equipment used in sports are kept at fun zone.

Name of the play ground	Dimension of the play ground in m	
Basketball ground	1.	
Football ground	1.	
Tennis ground	1.	
Cricket ground	1.	
Volley Ball	1.	
Yoga Mat	available	

- College has its own fitness centre with an area of 150sq m easily accessible for students as well as for faculties. Fitness centre provide healthy and compatible environment for exploring various perspective of student personality and The fitness centre consists of all modern gym equipment's which maintain standard for growth .

s.no	Name of Equipments	Numbers at present.	

1	Tread Mill	1.	
2	Chest Bench	1.	
3	Wall size mirror	1.	
4	Bicep Curl	1.	
5	Sand bags	1.	
6	Dumbbells of different size	available	
7	Weight Lifting Machine	1.	
8	Fitness Cycles	6.	
9	Skipping rope	1.	

- In college we are conducting all cultural activities on particular festival seasons, Days like Rose day, chocolate day, traditional day, saree day, tie day, mis-match day & friendship day. Separate Indian festival like Dussera, Garbha, Dahi-Handi & Makarasankranti which highlights the importance of Indian culture and ethic society for human development.
- The college also celebrates flag Hoisting ( Independence Day, Republic Day, Shivaji Maharaj Jayanthi) , it delivers respect towards freedom fighter and our struggle for independence, this encourage nationalism among the students.
- A separate cultural area is allocated for cultural programmes organised at the campus annually as well as for technical festival. so students can explore hidden talent and search out inner soul among such kind of activity during academic terms.
- The college students are celebrates annual fest like Get-together for senior students, Farewell party and fresher party for fresher students( first year, direct second year admission and final year students respectively), competition for dance (cultural and western), drama, bands, singing, rangoli, mehndi & painting. Which provides satisfaction to student for such kind of platform within the college.
- College encourage student to participate in sports and cultural events at intra collage level, university level which help student to find his strength and weakness in games.

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

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 28

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>

**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.****Response:** 29.27

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
95.08	195.16	252.1	331.91	393.43

**File Description****Document**

Details of budget allocation, excluding salary during the last five years

[View Document](#)**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:****Library Location**

- DRIEMS Central Library is located at first floor of the Main building which is easily convenient to all students & staff also.
- **About Library**

Library has a seating capacity of more than 130 Students.

Separate Reading Room is available for students. On week days Library is open from 9.30 am until 4.45 pm.

Library is resource hub for Knowledge and has a collection of:-

\*Text &amp; Reference books

\*Staff Notes

\*Syllabus

\*Question paper

\*National &amp; International Journals

\*Previous Years Project Reports

\*E-resources-Like e-journals, E-books, Kindles

\*Facility to access NPTEL audio-video Lectures.

Library has open access to its collection for all student, faculty & staff. OPAC provide access to the library collection. In addition we have provided departmental library to individual departments for the smooth functioning.

Library has separate Sections like:-

\*Issue-return section

\*Journal section

\*News paper Section

\*Project section

\*Digital Library Section

Library also promotes the donation of the old used books by the faculty, students for enrichment of the library & also develops the attitude of giving among the staff & the students. Library is installed with sufficient number of computers with internet facility & headphones.

Library is also having the Institutional membership of National Digital Library (NDL) & also e-shodhsindhu subscription. Library has subscription of ASTM (Digital Library) & DELNET.

- ***Library Software***

Library is also supported with library software to help students for easy issue & return of the books . Library is automated using integrated library Management System (ILMS).

DRIEMS library is automated with V-Lib Library Management Software, Vasundhara IT Pvt. Ltd. For smooth functioning of library this library Automation software is loaded with some important library functions like Accessing, Issue & Return, generate Report etc.

- **Facilities in the Software:**

**Barcode:** Generate Barcode.

**OPAC (Online Public Access Catalogue):** Computerized system is available in the central library for OPAC Facility. User can search the library collection by Title, Author, Publisher, and Accession Number.

- ***Facilities available in Library***

No. of Printer: 01

Barcode Printer: 01

Barcode scanner: 01

Computers

#### **4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment**

##### **Response:**

The Library of DRIEMS has downloaded various rare books from Rare Book Society of India (RBSI) <http://www.rarebooksocietyofindia.org>.

The collections are stored in the Kindles as well as in library computers & are accessible to the students & faculty as reference material for enrichment of their knowledge.

To encourage e-reading Kindles are kept in Library which have wealth of information in single gadget besides giving a feel of printing book.

Competitive exam books are made available in library. Students prepare from these books & get benefited.

Various motivational books & the autobiographies and biographies of great people are kept in library which includes scientists, engineers & leaders.

#### **4.2.3 Does the institution have the following:**

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 4.91

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
3.5	6.35	0.26	4.56	9.88

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** Yes

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 3.66

4.2.6.1 Average number of teachers and students using library per day over last one year

**Response:** 60

### 4.3 IT Infrastructure

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

**Response:**

- DRIEMS has got good computing facility with machines including both Computers and Laptops. These are distributed among all Departmental and administrative staff. A Computer centre, a specialized Language Laboratory is located in the main building of the college. Students can fill up university exam form, do research & development, can appear for online examination, aptitude test and quiz.
- There are high end machines in the Library with e- resources and it helps the students to browse the



National and International e-journals. It helps teaching fraternity to update their knowledge to have effective teaching and also to improve quality teaching.

- College has good high speed internet LAN and Wi-Fi facility. Wi-Fi facility in DRIEMS helps students in academics and co-curricular & extracurricular activities to do research and development.
- Administration office is equipped with tally package adequate computers, providing efficient service to students and staff. In addition to this LCD projectors, Printers, Scanner and CCTV cameras are also available.
- Biometric fingerprint scanning system is used for regular updating the faculty attendance.
- The student computer ratio is as per the AICTE norms. College has standalone facility and Lan Facility.
- The IT infrastructure is well developed with hardware and software computing facility.

IT infrastructure: Details on the computing facility available (hardware and software) at DRIEMS.

- Standalone facility: this facilities are available inside the campus.
- LAN facility: LAN facilities are available in the campus for accesses for student as well as staff. All branches are equipped with LAN facilities. students as well as faculty can access for course work.
- Wi-Fi Facility: Wi-Fi facilities are provided within the campus for each department .As well as for hostel which can be used for departmental work and course work by faculties and students.
- Internet bandwidth: 50 Mbps.
- LCD projectors –All branches are having their own LCD projectors. These projectors are used for project work as well as for lectures conduction and frequently used to conduct seminars.
- Overhead Projectors - these projectors are used for lecture and along with ICT facilities.
- Printers –College has adequate numbers of printers at each department, administrative building ,principal’s office ,exam cell, and TPO
- Scanner –Adequate numbers of scanners are available in the campus for scanning of documents.
- CCTV - The complete campus is under CCTV survilience . CCTV cameras are assembeled in the campus for the purpose.
- Every department has well equipped and dedicated computing facilities. 50 Mbps Internet leased line connection is available. Central Library has internet facility for faculty and students
- Wifi routers and switches are made available for internet connectivity sharing in labs, seminar hall and office sections.
- Multimedia resource materials like NPTEL video lectures, PPTs, etc. are available. It can be accessed by student and faculty from remote location.
- Different softwares are installed on computers for giving quality education to students so that students can perform their practicals.
- A LCD screen is available which can show college related information.
- Classrooms are well equipped with ICT facilities so as to make teaching more effective.
- The college website is well developed with e-resources, e-journals, e-newspapers..

#### 4.3.2 Student - Computer ratio

**Response:** 4.13

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** >=50 MBPS

**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**

**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

**Response:** 16.51

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
51.49	160.07	187.82	145.62	177.09

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</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.**

**Response:**

DRIEMS has well established systems & procedures for maintaining physical academic and other support

facilities such as infrastructure, library, Gymnasium and class rooms etc.

1. **Building Maintenance:** The Institute has a dedicated housekeeping team for sweeping and maintaining cleanliness across all the areas of the premises. All the furniture and building infrastructure is maintained by Admin Dept. Fixed assets Audit by accounts department is carried out minimum once in a semester. The AC machines are regularly maintained and serviced by respective service contractor building should be maintained once in a year.

2. **Security & Access control Maintenance:** The Institute has 24x7 security through CCTV surveillance facilities in the entire campus. The security guards screen the visitors and visitors diary is maintained properly.. Mock drill exercise on usage of fire extinguishers amongst staff is conducted during regular intervals.

3. **IT Infra Maintenance :** The Institute has constituted IT Infrastructure Committee under requirement of all the PCs, Wi-Fi, Server, Router, routine replacement of cartridges for specialists for attending to major repairs of Scanners, printers, PCs, Laptops, etc. The Generators are properly working under the leadership of HOD, Electrical Engineering Department, who will service the power needs in case of power failure . The Institute has maintained team for any service requirements. Institute has excellent intercom network to communicate within the complex and is maintained by IT department.

4. **Laboratory Maintenance:** the correct functioning of all equipment and instruments are inspected and checked with the higher authority. They place order for experts for repair /calibration as per the requirement and ensures correct functioning on continuous basis

5. **Library Maintenance:** Every student can avail 2 books and return within 7 days. Upon availability, they can avail facility of more books. For the faculty 2 books per subject are issued for entire semester. The Library Committee members visit regularly the Library, for ensuring and smooth functioning of library. In library all types of IS codes, important journals, e-books, question paper , Kindle and reference section

6. **Electrical System Maintenance:** The Institute has constituted an Electrical Maintenance Committee under the leadership of HOD Electrical Department, who looks after the service requirements of electrical distribution points including functioning of all lights and fans, and power quality on regular basis. It also ensures functioning of UPS, generators and correct working of electrical earth system. Institute provide 24X7 hrs. electricity in entire campus.

7. **Canteen:** The members of the canteen committee check by surprise on quality of the food & snacks served because it acts as a mess also. To maintain hygiene, stainless steel equipments are used quality of food. The workers maintain discipline with dress code, sweeping and maintain to clean environment throughout the day

8. **Medical Facility :** The first aid box is checked for sufficient availability of medicines by institute doctors, once in week and the stock is replenished. The Institute has a 24 x7 ambulance and Doctor on call facility

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 50.47

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
628	1102	925	850	727

#### File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

#### Document

[View Document](#)

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0.36

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	2	3	7	3

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

**A. 7 or more of the above**

**B. Any 6 of the above**

**C. Any 5 of the above**

**D. Any 4 of the above**

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>

#### **5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**

**Response:** 24.83

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
465	530	458	383	238

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### **5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**

**Response:** 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

### 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Response:** Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 24.59

#### 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
80	189	144	90	49

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 4.38

#### 5.2.2.1 Number of outgoing students progressing to higher education

**Response:** 21

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 71.33

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	9	7	6	5

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	10	10	10	10

**File Description****Document**

Number of students qualifying in state/ national/ international level examinations during the last five years

[View Document](#)

**5.3 Student Participation and Activities**

**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 13

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	1	4	3

**File Description****Document**

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

**5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution****Response:**

The institute strongly believes that student involvement is necessary for the overall progress of the institute. Institute always supports and encourages active participation of students through student councils. The members are selected through the interview process as per university rules and regulation. Applications are invited from the willing students. After selection of members, one of the students is nominated for General Secretary (GS) and one of the girl students is nominated as Ladies Representative (LR). The selection process of Cultural committee and sports committee coordinators is conducted every year. This student council actively works for different activities conducted in the institute. The institute has formed following academic and administrative committees which have student representatives.

Student council

Anti-ragging committee

Women's Development Cell

SAE Committee

Sports committee

Cultural committee

Training and Placement Committee



NAAC

Electronics and Telecommunication Engineering Students Association(BETA)

Computer Engineering Students Association(CESA)

Mechanical Engineering Students Association(MESA)

Electrical Engineering Students Association (EESA)

Civil Engineering Students Association (FORCE)

Student Council:

The composition is as follows:

General Secretary(GS)

Cultural Secretary(CS)

Sports Secretary(SS)

Various co-curricular, extracurricular and cultural activities are organized by the student council members along with the faculty coordinators.

Students play administrative role in following activities..

Annual social gathering “ZEALOUS”

Institute Level Technical Event

Project & poster exhibition

Food Committee

Student Volunteer Committee

- Workshops, Seminar and guest lecturers organized under banner of Student forum.
- Treasurer ensures proper financial management of the Student Body corpus so that various student activities can be conducted smoothly.

Council Members and the teams together strive hard to ensure that co curricular and extracurricular activities get an enriching and memorable experience during their tenure at DRIEMS.

Sports secretary look after the all administrative part of annual sports activities along with members from each department under the guidance of sport director.

The student council is responsible for following activities.

Conduction of annual sports and cultural events

Techfest

Publication of institute Magazine

Annual social gathering

Blood donation camp

Tree plantation

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 18.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	21	17	15	15

File Description	Document
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The College is in process of registering Alumni association but from Academic Year 2014- 2015 Alumni Association/Chapters meetings were conducted.

Alumni association meetings with management and staff are periodically conducted in the college and it is functioning effectively.

Institute along with alumni discuss with other stake holders on various matters and academic performance and the alumni feedback is obtain for improvement in quality Eminent, higher position, experts' alumni are invited to college to deliver lectures and motivate students and provide counseling for achieving career opportunities.

On the basis of feedback obtained from alumni, the college modifies and updates all the academic performance and all other programmes associates with current student.

The financial assistance is contributed for the welfare of students such as gifts for ranker students and achievers.

Alumni come forward to conduct campus interviews from corporate sectors, IT companies and other organizations for providing job opportunities and placement of current students.

**5.4.2 Alumni contribution during the last five years(INR in Lakhs)**

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** ? 5 Lakhs

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

**5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**

**Response:** 4

**5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	0

<b>File Description</b>	<b>Document</b>
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

**Response:**

Dilkap Research Institute of Engineering and Management Studies is committed to provide quality education along with moral values to the students. The management of Dilkap plays important role to provide excellent infrastructure facilities and healthy teaching and learning environment to the faculty and students in order to implement the quality policy and plans.

Principal, HODs and faculty take care while implementing the policies and plans to the satisfaction of all the stakeholders. Management is proactively encouraging and motivating faculty and staff for overall development of the institute.

The institution is working under the legal frame work of the AICTE, DTE and the University of Mumbai. The vision and mission of the institute have been decided with the active participation of alumni, industry people, employers, parents, faculty members and guidance of experts from various fields.

Principal provides academic leadership and try to percolate the qualities of leadership among HODs and faculty. The HODs and faculty members are actively involved in decision-making process through various committees. All the decisions and policies to improve academic activities are reviewed and discussed during the meetings before implementation. Therefore, HODs act as representatives of the faculty who are involved in the institutional decision-making. The vision and mission are communicated to the Stakeholders and displayed at various locations in the institute.

For effective academic and non-academic work various committees like IQAC, Anti-ragging, ICC/WDC,SC/ST/OBC/Minority Cell etc are formed as per guidelines prescribed by statutory bodies.

For effective teaching-learning process, Management motivates faculty members to attend various FDP programs, Seminar, Training and Workshops etc.

Dilkap leadership understands the needs of the society through its interactions with various Industries/organizations in order to enhance the employability of students. It also receives regular feedback from students, parents and alumni to frame plans. The management fully supports new plans for the benefits of its stakeholders. Based on the employer's feedback about the students placed in the preceding years, the students are given additional training in the areas for improvement.

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

Institute delegates the autonomy to the heads of the department and various coordinators to work towards improved decentralized governance system in the following way:

## **Decentralization**

- 1.The Principal provides freedom to departments, librarian, and college office, various curricular committees, and hostel and students council.
- 2.The principal appoints heads of the department to execute various quality policies.
- 3.HODs is delegated with the academic and administrative work.
- 4.The Principal permits the HODs and staff members to decide and control their departmental academic activities and administrative programs such as departmental activities, allotment of workload, various academic committee programs, association, conducting departmental test, teaching and learning process and evaluation regularly.
- 5.The departmental meetings are conducted by the HODs with the teaching staff to improve the academics, co-curricular and extra curriculum activities. Various works are assigned to the faculty members like, timetable, teaching plans, lesson plans, course material, work diary which is reviewed by the HODs at the end of the month.
- 6.The college provides autonomy to organize competition, guest lecture, seminars, conferences, workshop, and faculty development programs by inviting external experts and resource persons. Also gives autonomy in organizing and participating intercollegiate competitions and to plan budget for activities of associations.
- 7.Examination committee, grievances and anti-ragging committee, IQAC Cell, Training & Placement Committee, Hostel Committee, work independently in decentralized manner and report directly to the Principal.

## **Participative Management**

The institute promotes a culture of participative management by involving staff and students in various decisions, pertaining to scheduling sports and cultural activities. Both students and faculties are allowed for suggestions to improve the quality of academic activities in the Institute. Institute constitutes different committees and associations for general and academic development which includes faculty members, non-teaching staff and students' participation and everyone is involved in decision making processes.

### **Case study: Formation of Institute level Cultural Committee for organizing Annual Cultural Program**

**Purpose:** Organizing extra-curricular activities for students .

**Process:** Formation of Institute level Cultural Committee and assigning the responsibilities for organizing cultural program

- 1.The notice is displayed on institute notice board regarding formation of Cultural Committee specifying various posts and eligibility criterion.
- 2.The institute level selection committee of faculty and staff members is formed by the Principal and members were appointed.
- 3.The institute level selected Cultural Committee conducts the meetings and propose the plan of



- organizing extra-curricular activities for the students and propose the budget for the same.
4. The management approves the budget forwarded by Cultural Committee and fund is arranged for organizing the activities. The sanctioned fund is disbursed to the Cultural Committee.
  5. The proceedings are informed regularly to the concerned and the Principal.

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

The Institute has a perspective plan for development and it is developed by Principal with the help of HODs , Faculty and Staff of various departments under the guidance of LMC&GC. Based on the academic schedule given by UOM, Institute academic calendar is prepared.

The academic calendar includes Term commencement, term end, UT schedule, University examination details, the list of pre- planned programs. To ensure development of the Institute, all the planning and execution is monitored regularly.

#### Perspective plan of the institution:

- 1 To obtain accreditation from NAAC , NBA
- 2 To further strengthen infrastructure time to time to meet the growth requirements.
- 3 To Establish an effective R&D cell and strengthen the culture of research
- 4 To start PG programs in all branches
- 5 To have more Value Added Programs
- 6 Improving the number of MoUs with industries
- 7 Tie-Ups and Exchange programs with Industries
- 8 To strengthen student placement in national and multi-national companies
- 9 Establish Incubation Centers
- 10 To conduct STTP, FDP in important areas and to promote faculty participation.
- 12 To serve the society through programs like blood donation camps, health check up, cleanliness drive, etc.

**One activity successfully implemented based on the strategic plan is enhancement of employability of students:-**

The quality of students taking admission at entry level is average. They also lack soft skills and shy in nature. Lot of efforts are taken by Institute to enhance soft skills, personality, English speaking and aptitude of the students by organizing training programs by internal faculty and external experts.

Technical courses for students to improve their employability opportunities were also organized. The students are provided with need based training in latest professional software.

Year	Total no. of final year students	No. of placed students
2013-14	243	49
2014-15	390	90
2015-16	488	144
2016-17	564	189
2017-18	479	80

As per decided strategic plan we could place average 25% students every year and we are still trying to strengthen the initiative for better outcome.

**6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

**Response:**

The college has a well framed internal organizational structure of the College for decision making processes and their effectiveness.

The Local Management Committee has been constituted as per the directive of University of Mumbai. This committee acts as the mediator between the principal and the management. The LMC plays an important role for resolving issues related to staff members and students to the management.

The principal leads as the head of the institute and ensures smooth running. The HsOD provide inputs to the Principal for smooth functioning. Controller of Exam monitors examination section. Registrar take care of administrative section and keeps the record of files regularly and also prepare staff Appointment and Relieving order.

Student's council works for organizing extra-curricular activities which depute students for various academic programmes organized by the other colleges and also assist in organising cultural, sports, and technical events at inter-college level.

Training & Placement cell assist students to prepare for interviews / higher studies and help them to choose an appropriate organisation for employment through placement drives. It also strengthens linkages with the Industry and signs the MOUs regarding placement of students. T & P Cell maintains alumni data base of all the passed outs students along with current working status. It also organizes alumni meet every year regularly.

Anti-Ragging Committee ensures compliance with the provisions of its Regulations as well as the provisions of any law for the time being in force concerning ragging.

Women's Development Committee prevents sexual harassment and promotion of general wellbeing of the female students / faculties and creates opportunities for women's empowerment.

In service rules, teaching faculty and staff gets causal leaves, Medical, leave and vacation as per Government of Maharashtra and Trust norms. Institute also provides the paid maternity leaves to the concerned as University of Mumbai rule.

Recruitment of faculty has been made by advertisement in newspaper. For University Selection process the member of VC and selection committee appointed by university conducts the selection process as per AICTE norms. Principal, Management and local Experts only appoint on adhoc basis to fulfill the immediate requirement of Institute and these selected members are to qualify in the USC selection process to become regular faculty members

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

### 6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

#### **6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

##### **Response:**

The institute has decentralized the authorities to various designated members perfect result and participative management. All the HODs work under the direct supervision and guidance of the Principal. HODs report on daily basis to the Principal. The Principal regularly conduct meetings with HODs, administrative office, exam section, central library and other committees. The following are the various committees formed at institute level.

1. Disciplinary committee
2. Examination Cell
3. Grievance redressal
4. Anti Sexual Harassment Committee / Women internal complaint committee
5. Ant ragging committee
6. Library committee
7. Cultural committee
8. Sports committee
9. Hostel and Canteen committee
10. Website update committee
11. Placement Cell
12. R & D Cell
13. Industry institute partnership committee
14. Time table committee
15. SC, ST and OBC committee
16. Minority committee

##### **One activity successfully implemented based on the Minutes of the meetings of various Bodies/ Cells and Committees:-**

###### **◦ Felicitation program and Cash Prize to the University Rankers–**

Management decided to appreciate the students who achieved laurels in the university. This initiative was taken to give recognition and appreciate the university rankers from the institute. This was an encouragement for all the students to excel in engineering. This resolution has been passed in BoG and as a result, various committees were formed for the smooth conduction of the felicitation program. Also the day and date of felicitation was decided to be Annual Day of the College. It was also decided to follow same practice every year.

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Institute has implemented following welfare measures for teaching and non-teaching staff members.

1. PF for all teaching faculty and non-teaching staff members.
2. Free transport for teaching and non- teaching staff.
3. Free accommodation for teaching and non-teaching staff in the campus.
4. The Institute has provided RO Plant for safe drinking water in the college premises as well as in hostels.
5. Subsidized Canteen facilities with proper hygiene.
6. Vacation leave, Medical leave, Maternity leave, Study leave, Compensatory Off, Casual leave, On Duty leave.
7. Allowance for attending Conferences/STTP/FDP on request.
8. Creating a sense of belongingness amongst faculty members by involving them in various committees.
9. Medical insurance.

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 7.34

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

2017-18	2016-17	2015-16	2014-15	2013-14
16	10	6	6	5

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 5.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	6	4	4	5

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**

**Response:** 9.3

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	12	10	8	7

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

**6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**

**Response:**

The institution has performance appraisal system for teaching and non-teaching staff to evaluate and ensure that all staff members participate in multiple activities and their performance is appropriately captured and considered for better appraisal. The institute has designed self-appraisal form similar to API (Academic Performance Index of UGC/AICTE) for the teaching faculty members which is collected from students for the concerned subject faculty teaches. Performance Appraisal Report consists of self-appraisal which is reviewed by the HsOD, Principal and management at the end of every academic year

**Performance appraisal system** contains the information regarding evaluation of Teaching, learning. Performance in research work, technical and administration related activities, co-curricular/extracurricular, professional, development related activities, academic participation etc.

Performance Appraisal System consists of three parts:

Part I - Self-Appraisal Report consists information of each faculty regarding the subjects taught, no of lectures conducted, Students attendance, Effort was taken to improve attendance of student in class, Innovation used in teaching and learning process, Remedial classes are conducted, FDP/SDP/Industrial training etc. attended for self-development Seminars/Conferences/workshops /courses conducted as coordinator. Contribution towards extra-curricular and co-curricular activities, Research publications, Book published.

Part II – It consists of recommendations/remarks/review by the Head of the department.

Part III - It is the final remark is given by Principal.

The Head of the Department and The Principal gives the feedback on the performance appraisal form filled by the concerned faculty about the overall performance of the faculty based on the information provided by the staff members in their self-appraisal form and through regular presentations where the faculty contributes the information and ideas in the improvement.

## 6.4 Financial Management and Resource Mobilization

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

#### Response:

#### **Institutional Internal Audit- Yes**

The institute's accountants are audited regularly- while the "internal" auditing is on annual basis. During the internal audit, the internal accounting team may give few suggestions related to some of the finance and stock-related records, giving opportunity to the institute to address and rectify the same before external audit.

#### **Institutional External Audit- Yes**

Every year a group of external auditors comprising a team of chartered accountants perform the auditing of the institutes financial records and book as per guidelines of the income tax department. This audit is carried out by competent and registered chartered accountants and there are no audit objections till date.

**6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)****Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description****Document**

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources****Response:**

DILKAP is a self-financed institute, the main source of income for the Institution is the fees collected from the students and fund from **scholarships / free ships** from government schemes. This income is utilized for meeting regular Salary and non-salary expenses, infrastructural development , instrument purchase/maintenance for academic, administration purpose and for organization of events like seminar/conference/workshops.. As per the annual requirement, proposed budget is prepared by Principal and account officer considering previous year actual expenditure and future plans. Proposed budget are finalized in meetings with Management . Deficit, if any, is taken care by management through proper procedure.

The process for mobilization policy is given below:

- Institute detailed budget.
- Institutional receipt (Tuition and Development fee as per FRA) are properly deposited and utilized for institute's salary and non-salary expenditure. This complete process is monitored by account officer and Principal.
- As per the requirements of different departments, laboratories, central library, store and student support and infrastructure facilities, quotation are invited from the suppliers/dealers/contractors. The comparative statements are prepared and Principal forward the recommendations in consultation with the concerned in-charges, Head of Departments, Vice-Principal, Principal to the management. Order is placed by the office to respective agencies.



## 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

#### Response:

Two practices institutionalized as a result of IQAC initiatives:

#### Practice I

**Agenda: To decide mechanism for internal financial audit.**

#### Resolution:

It was brought to the notice of IQAC that, External financial audits are conducted annually from inception of the institute by auditors. But as per NAAC new guidelines/ requirement it is mandatory to conduct internal audit, so after thorough discussion the following points regarding internal financial audit are finalized:

- The internal financial audit need to be conducted annually.
- The internal financial audit responsibility is decided to assign to internal accounts team.
- The audit committee need to submit the report to the Principal.

#### Evidence of Success:

The internal audit is carried out successfully and the audit report is submitted to Principal on date 20/03/2018

#### Practice II

**Agenda: To increase bandwidth of internet connection.**

#### Resolution:

It was brought to the notice of IQAC that, bandwidth of internet connection is to be increased as per feedback/suggestions from students and faculty. It is decided to increase bandwidth of internet connection. Responsibility of same is given to Head of Department of Computer Engineering for follow up and get work done.

#### Evidence of Success:

Bandwidth of internet connection is increased from 10 Mbps to 50 Mbps.

### 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**

**Response:**

**Two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC:-**

**Example I**

**Agenda: Restructuring stakeholder feedback mechanism.**

**Resolution:**

Mrs. Pooja Godse (NAAC Criteria-1 Coordinator) proposed that presently there is program wise different mechanism for collecting stakeholder's feedback, so there is need of establishing common feedback mechanism at institute level.

Thorough discussion was made and it was decided that common feedback mechanism at institute level must be followed for collecting, analyzing and implementing feedback of all stakeholders. Dr. K N Choudhary (Principal) has taken responsibility to upgrade existing feedback forms of Students, Teachers, Alumni, Parent, and Employer.

**Evidence of Success:**

Feedback forms are modified and implemented from Academic Year 2017-18 even semester end.

**Example II**

**Agenda: Purchase of Smart Interactive Boards for ICT Enabled Teaching Learning.**

IQAC Coordinator proposed that there is need of Purchase of Smart Interactive Boards for ICT Enabled Teaching Learning. He has suggested that this is now also made mandetory in AICTE Guidelines to have one smart board in each department.

Thorough discussion was made and it was decided to purchase smart boards by following routine procedure of purchase .

**Evidence of Success:**

Smart Interactive Boards for ICT Enabled Teaching Learning were purchased in Oct 2018.

**6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**

**Response:** 0.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>

**6.5.4 Quality assurance initiatives of the institution include:**

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

**6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**

**Response:**

Details	2013-2014	2014-2015	2015-2016	2016-2017	2017-18

Infrastructure	Budget Utilization	393.43	331.91	252.1	195.16	95.08
	Internet	10	20	20	20	50
Library	Library budget Utilization	9.88	4.56	0.26	6.35	3.5
Student	Intake	420	420	420	420	360
	Admissions	420	420	420	395	360
	Students benefited by scholarships & free ships by government schemes	727	850	925	1102	628
	Students benefited by guidance for competitive examination & career counseling	238	383	458	530	465
	Placements	49	90	144	189	80*
	Higher Studies	3	7	9	12	21
						Going on
Faculty	Faculty Number	100	124	141	136	105
	Faculty with PhD	6	7	7	7	7
	Faculty from other states	5	8	6	7	11
Research and Development	Paper Publication	5	5	13	17	40
Extension Activities	Activities	6	8	9	8	8
	Awards	5	5	5	5	5
	No. of Participants	494	543	760	733	597
Extra Curricular Activities	Activities (Cultural +	15	15	17	21	23

	Sports)					
	Awards	3	4	1	2	3

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 35

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	7	7	7	7

#### File Description

List of gender equity promotion programs organized by the institution

#### Document

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

##### (a) Safety and security:

The following steps are taken for Safety and security:

The campus of Dilkap institute several Security guards at gates, and entrance of all buildings. CCTV cameras are installed at various places in campus as a part of security system. The whole campus is fortified by high compound walls. The entry and exit of everyone is under proper supervision of security guards. Hostel facility is provided within the campus with spacious rooms, passages, water facility etc. Institute installed with fire extinguishers, water cooler on each floor passage/co-corridor.

All students and staffs are issued ID cards. Students ID cards are checked by Security at the entry point and also all staff also are vigilant and make sure that student wear ID cards during working hours in the campus. Outsiders are checked by security and proper records with their details are kept at the entrance. Parking space is provided for vehicles within campus. College campus has ample lighting arrangements are

made for safety in night. Institute provides safety and security for all students by providing spacious classrooms /laboratories with good and proper ventilation, wide passages, staircases, etc.

All committees for various activities includes both Boys and Girls as well as Gents staff and Ladies staff where they do interact in healthy way to discharge their responsibilities and duties. Dilkap Institute promotes gender equality by encouraging the students to participate in all Co-Curricular and Extracurricular activities. Students do participate in all events which teach them to respect each other and maintain dignity and discipline. Cultural festivals like Annual days, Traditional Day, Navratri festival, and Fresher's Welcome party, Farewell Party etc. are being conducted which creates an awareness and make the students to understand the gender equality.

#### **(b) Counseling:**

Dilkap Institute has also provision of Counseling the students as and when required.

Counseling is helpful in the areas such as:

- To guide students came from outside of this city.
- To acknowledge the new students about campus and college life.
- To communicate with parents.
- Provide emotional support to students on individual basis, help them to overcome physical as well as home sickness.
- To make healthy conversation between teachers, students and parents.
- Identifies weak areas of hostel students.
- Smoking Habit.
- Adjustment issues, with friends, in society etc.
- Relationship violence and physical abuse.

#### **(c) Common Rooms:**

Students are having spacious Common Rooms for Boys and Girls separately. These common rooms for boys and girls are also cleaned daily and maintained hygiene very well. Separate Toilets for boys and Girls

are also provided in each floor with sufficient water facility. Sanitary Vending machine is installed in the Girls/ladies Toilet.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response: 2**

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 1

7.1.3.2 Total annual power requirement (in KWH)

Response: 50

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response: 30**

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 9

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 30

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management



**Response:**

- Solid waste management

To reduce waste at institute, students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus. Waste is collected on a daily basis from various sources and is separated as dry and wet waste. Color coded dustbins are used for different types of wastes. Green for liquid and red for solid waste.

Daily garbage is collected by housekeeping personnel and handed over to Municipal garbage vehicle. Waste material like plastic, papers etc. are collected and sold out to scrap vendor from time to time.

Efforts are made to produce compost manure from the canteen solid waste and waste from other sources. Manure is used for the purpose of herbal garden as well as for planted tree.

- Liquid waste management

All waste water lines from toilets; bathrooms etc. are connected with Municipal drainage mains.

- E-waste management

The E-waste collected is stored in store room and disposed every year accordingly.

Old monitors and CPUs are repaired and reused. Sometimes the buyback system is offers are availed for the e-waste.

### **7.1.6 Rain water harvesting structures and utilization in the campus**

**Response:**

1. Rain water harvesting is the process of collection, and storage of water from rainfall in an area. As the water crisis continues to become severe, there is an immense need of reform in water management system and revival of traditional systems. Natural resources are most precious to us and we conserve them by rain water harvesting.

2. Institute is located at the basement of Matheran hills. It is tropical region and average annual rainfall in

this region is 3630mm. so by taking this advantage of topography and climatic condition institute has implemented Rainwater Harvesting scheme.

3. Institution has Roof Top Rain Water Harvesting System of catching rainwater where it falls. Rain water is collected from rooftop of the building is diverted through down take pipes to underground by percolation. Clear water then passes beneath surface to recharge the groundwater.

4. For design of rain water harvesting system of DRIEMS campus, for this taking catchment area of campus including diploma building, main building, workshop area, civil department area and hostel area. The slope of catchment shall be checked by auto level. Analyse the potential of runoff from the rainfall from the catchment and suggest suitable recharge pit location and also volume of rainwater to be recharge in the ground.

## 5. RESULTS

- Design of rainwater harvesting system of campus is done.
- **For Catchment 1**
  - Runoff potential for one storm of two hours = 5,09,018 liters
  - For recharge, size of recharge pit (1&2 each) is taken as = 10 m x 10 m x 1.5 m
  - % of runoff from rainfall obstructed and recharge in pit = 58.9 % = 2,99,811 liters
- **For Catchment 2**
  - Runoff potential for one storm of two hours = 2,36,232 liters
  - For recharge, size of recharge pit (3) is taken as = 5 m x 5 m x 1.5 m
  - % of runoff from rainfall obstructed and recharge in pit = 15.87 % = 37,490 liters
- Total annual runoff potential from catchment area considered (1 & 2): 1,19,24,000 liters
- Total annual recharge through pits: 53, 96, 816 liters
- Filter material for filling the recharge pit is decided as 60 mm metal (30% depth), 40 mm metal (30% depth), 20 mm metal (20% depth), Fine sand (20% depth)
- Recharge pit/underground tank can be connected to bore well for bore well recharge.

6. Finally through RWH Dilkap Research Institute of Engineering & Management Studies (DRIEMS) Campus would result in the form of the best approach to deal with present scenario of water scarcity and storing huge quantity of 53,96,816 liters in a year in college campus.

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**

- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

**Students and staffs using Motorcycles, Cars, Auto and public transport system:**

The institute has all-weather approach road which is accessible by bicycles, motorcycles and all type of public transport vehicles. The road is suitable for pedestrian, traffic movement within the campus. Besides this institute observe NO VEHICLE DAY to initiate green practices.

**Plastic-free Campus: -**

Institute has started initiates to make the campus plastic free by displaying the instructional boards within the campus.

**Reduction in use of papers:**

Our college has started to reduce the paper work to make the work environment pleasant and fast. For this purpose, the institute using the digital techniques such as Google forms, online feedback of students, MIS system (pure study), emergency notices via email and social media like WhatsApp and reducing the number of printing pages by changing the printer setting to make it mandatory to print on both the sides. Used rough papers are again utilized for any printing to reduce the page consumption.

**Green landscaping with trees and plants:**

All the campus is nourished with different types of trees and made the campus green by the plantation of trees around the campus. Green landscaping is provided within the campus.

**Maximized usage of day-light:**

The rooms are constructed in such a manner that maximum daylight should be received in class rooms and laboratories. Assessment of daylight availability and its optimum utilization is done regularly.

**Pollution free campus:**

Dilkap Institute of Engineering & Management Studies is situated at the foot hill of Matheran

(Neral) which is a hill station. Therefore the environment surrounding the college is pollution free.

**WIFI campus:**

WIFI is available in college campus for study purpose to all students and Staff members.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response:** 2.64

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.14	27.04	33.42	30.66	23.85

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>

#### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 15

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	3	3

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

#### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 10

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

#### 7.1.12

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

#### 7.1.13 Display of core values in the institution and on its website

**Response:** Yes

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

**File Description**

**Document**

Details of activities organized to increase consciousness about national identities and symbols

[View Document](#)

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** Yes

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 35

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	7	7	7	7

**File Description**

**Document**

List of activities conducted for promotion of universal values

[View Document](#)

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

Yes, Institution organizes national festivals and birth & death anniversaries of the great Indian personalities like:-

- Independence Day
- Republic Day
- Ganesh Festival
- Navratri
- Holi
- Eid Celebration
- Christmas celebration
- Moharam
- Traditional Day on the occasion of Dasra, Diwali
- Gandhi Jayanti
- Birth anniversary of Sir M. Vishweshwaraiah as 'Engineers day'
- Birth anniversary of Dr. S. Radhakrishnan as a 'Teacher's day'
- Shivaji Jayanti

#### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

##### **Response:**

Yes, the Institute has made the provision for the transparency in each work such as financial, administrative and auxiliary functions.

##### Financial Functions

1. The external audit is carried out yearly.
2. Sanctioned College fees are displayed on notice board.
3. All the transactions of college fees are paid by the student through Cash/NEFT/DD.

##### Academic Functions

1. Displaying the term work & unit test marks on students on notice board on time and get a chance to

verify their papers.

2. Displaying the online exam marks of students on notice board.
3. Displaying the student attendance regularly on time.
4. Continuous assessment of the Term work is done on regular basis.

#### Administrative & Auxiliary Functions

Administrative functions like appointment of teachers, purchase formalities and other functions have participation of office staff, departmental teaching and non-teaching staff members. For example the interview for appointment of teachers at institute level is done through an interview and demo lecture assessed by heads of departments and senior teachers. The library resources are enhanced based on the recommendations by the department staff. Feedback from the stakeholders on a regular basis and acting on the same is an effective mechanism to ensure transparency and effective management.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

**Response:**

#### 1. Describe at least two institutional best practices (as per NAAC Format)

**Response:**

#### **Best Practice–I**

##### **1. Title of the Practice**

Conduction of Spoken English Lectures



**2. Objective of practice**

To enhance communication skill

**3. The context**

As after graduations, students are not able to speak fluently even though they are technically well. So to Built up their Confidence and Enhance their communication Skills Spoken English Lectures are conducted every year for Final Year students.

**4. The practice**

Spoken English Lecture is conducted every year for all final Year Students. The Lectures are conducted by the in-house faculty. The Students are split up in the Batches of 20.

**5. Evidence of success**

**Placement percentage has been increased.**

Year	Total no. of final year students	No. of placed students
2013-14	243	49
2014-15	390	90
2015-16	488	144
2016-17	564	189
2017-18	479	80* Process going on

**6. Problems Encountered and Resources required:**

Students were not aware of the importance of the communication skill, so making them attend this training was quite difficult.

## **Best Practice–II**

### **1. Title of the Practice**

DEPARTMENT OF LIFELONG LEARNING AND EXTENSION (DLLE) AND EXTENSION ACTIVITIES AT DILKAP

### **2. Objectives of the Practice**

The objectives of Lifelong and Extension are outline below for making education relevant to real life situation:

- To act as a focal agency in the University system for all lifelong programmes and to provide academic and technical resource support for community based activities in collaboration with universities departments and colleges.
- To serve as an intellectual intervention in the community's living problems which need to be overcome through an educational process.
- To develop among students a sense of responsibility towards society.
- To design programs that will help students to face life and its challenges and thus create an ambience for a learning society.
- To prepare students for a greater social commitment.
- To enhance student employability skills.

### **3. The Context:**

It is a platform for students to enhance their industrial skills, entrepreneurship development, and leadership quality. Students participated actively in the co-curricular activities (Udaan Festival) conducted by DLLE department of Mumbai University.

### **4. The Practice:** Projects are allotted to Students

Some students participated in SWS and surveyed regarding women's status in different locations and analysed data.

Some students participated in IOP and completed industrial internship successfully.

And some participated in APY and they sold 25 different items in college campus and maintained record of selling.

### 5. Evidence of Success:

- An entry into the world of work.
- Practical-experience
- Opportunity to try out a career
- Benefit of ten additional marks
- A certified Project Report that can be shown at the time of a job interview
- Work-experience certificate.

Year	Particular	2017-18	2016-17	2015-16	2014-15	2013-14
<b>Extension Activities</b>	Activities	8	8	9	8	6
	Awards	5	5	5	5	5
	No. of Students Participants	597	733	760	543	494

### 6. Problems Encountered and Resources required

- Initially students were unaware about DLLE. But DLLE co-ordinator conducted First Term Training Program for dept. students. Under the presence of Field co-ordinator DLLE concept was explained to them.

- As well as Extension Activities need participation of collaborating agencies but being at rural place collaborating agencies are reluctant to take participation.

## 7.3 Institutional Distinctiveness

### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

**Response:**

#### **Best Practice–II**

##### **1. Title of the Practice**

DEPARTMENT OF LIFELONG LEARNING AND EXTENSION (DLLE) AND EXTENSION ACTIVITIES AT DILKAP

##### **2. Objectives of the Practice**

The objectives of Lifelong and Extension are outline below for making education relevant to real life situation:

- To act as a focal agency in the University system for all lifelong programmes and to provide academic and technical resource support for community based activities in collaboration with universities departments and colleges.
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- To develop among students a sense of responsibility towards society.
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#### 6. Problems Encountered and Resources required

- Initially students were unaware about DLLE. But DLLE co-ordinator conducted First Term Training Program for dept. students. Under the presence of Field co-ordinator DLLE concept was explained to them.
- As well as Extension Activities need participation of collaborating agencies but being at rural place collaborating agencies are reluctant to take participation.

NAAC

## 5. CONCLUSION

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### **Additional Information :**

Institute has some unique processes as follows:-

1. Extension Activities at Large Scale.
2. Financial Assistance to Needy Students.
3. Cash Prize to Toppers.
4. Faculty Welfare Measures as per norms.
5. Aptitude and Communication training is imparted inhouse by faculty under banner "Spoken English"
6. Being situated in rural area good infrastructural facilities like Hostel, Staff Quarters, Canteen, Indoor and Outdoor Game Units and Well equipped Gym.

### **Concluding Remarks :**

Our aim is that students graduating from DRIEMS has to lead the field of Engineering and helps their knowledge to the welfare of the society.

We cordially invite NAAC peer team to visit the DILKAP RESEARCH INSTITUTE OF ENGINEERING AND MANAGEMENT STUDIES, NERAL and evaluate, asses for accreditation process.