



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1.Name of the Institution

SATYA INSTITUTE OF TECHNOLOGY AND  
MANAGEMENT

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

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

##### 2.Institutional status

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

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

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

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

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

### 5. Accreditation Details

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

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Civil Engineering department</b>	<b>consultancy</b>	<b>Aone Builders &amp; Dhanunjaya Builders</b>	<b>2023</b>	<b>208000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year** 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

Promotion of Institutional Research and Innovation:

Strengthening of Feedback Mechanisms

Implementation of Quality Enhancement Initiatives:

Community Engagement and Outreach Activities

Environmental Sustainability Initiatives:

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

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

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	10/10/2023

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
• Name of the Head of the institution	Dr. DWIVEDULA VENKATA RAMAMURTHY
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• City/Town	vizianagaram
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• Pin Code	535002
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• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, GURAJADA, VIZIANAGARAM

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



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

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

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

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
<b>2022</b>	<b>30/12/2022</b>

<b>15. Multidisciplinary / interdisciplinary</b>
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Integration of the knowledge domains to achieve synergistic solution for the real-life problems is an ongoing effort in SITAM. Computer Science is pervading all the classical branches of study such as Mechanical / Electrical/ Electronics/Civil Engineering. There are several overlapping areas across the traditional branches and the relatively newer branches of Computer Science, Data Sciences, Machine learning, etc. Project works form an important direction in achieving interdisciplinary



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

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

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

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

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

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

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

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

Indian traditional knowledge system involves a mixture of a

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

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

Outcome Based Education (OBE) is a student centric instruction model which focuses on measuring student performance continually and posing interventions at every stage to correct for deviations in learning outcomes. Broadly an outcome is an observable, measurable ability that a student acquires through the instruction in a part of the program. The idea is it is not what is taught that is important but what skill a student achieved and to what extent the student achieved the skill that is important according to the OBE philosophy. Efforts to enter OBE realm started in SITAM when the teachers are initiated into this philosophy just before the Corona regime. The course outcomes specified by the affiliating university are carefully mapped to the program outcomes and a "Program Signature" is developed to indicate the general pictorial representation of the program outcomes.

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

students understanding of the OBE terminology becomes deeply etched in the memory. The outcome attainment for each course is carefully monitored through Faculty Course Attainment Report (FCAR) developed by the teachers immediately after the completion of the course and results are announced. FCAR lists the outcomes attained by a cross-section of the students for the course handled by the teacher. Along side the program outcomes, proper focus is given on Program Educational Objectives to foster long term memory items and lifelong learning attitude.

## 20.Distance education/online education:

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

## Extended Profile

### 1.Programme

1.1 437

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

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

### 2.Student

2.1 438

Number of students during the year

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

2.2 374

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

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

2.3 137

Number of outgoing/ final year students during the year

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

### 3.Academic

3.1 80

Number of full time teachers during the year

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

3.2 80

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>437</b>
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	<b>438</b>
Number of students during the year	

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

2.2	<b>374</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	<b>137</b>
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	<b>80</b>
Number of full time teachers during the year	

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

3.2	80
Number of sanctioned posts during the year	

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

<b>4.Institution</b>	
4.1	38
Total number of Classrooms and Seminar halls	
4.2	449.5
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	502
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

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

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

PLANNING for the course teaching at SITAM begins at least one month before the beginning of the Academic Semester.

1. Subject allotment is made through a transparent, logical and structured way to ensure that Teacher-class-subject-interest compatibility is achieved in an optimum level.
2. Once the subject allotment is done ,each teacher shall prepare a lesson plan listing the
  - Sequence of topics
  - Text books to refer with page numbers
  - Additional resources
  - Tutorials at proper places
  - Competitive exam problems

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/criterion1/upload/1.1.1%20Proof(1)(2)(3).pdf">sitam.co.in/criteria/criterion1/upload/1.1.1 Proof(1)(2)(3).pdf</a>

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

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

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sitam.co.in/criteria/criterion1/upload/1.1.2%20Proof(1).pdf">https://sitam.co.in/criteria/criterion1/upload/1.1.2%20Proof(1).pdf</a>

**1.1.3 - Teachers of the Institution**

A. All of the above



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

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

## **1.2 - Academic Flexibility**

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

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

**6**

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

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

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

**15**

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

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

821

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

## 1.3 - Curriculum Enrichment

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

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

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

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

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

1. Women's day is celebrated at SITAM to respect the contributions of women to the society and growth of the nation. Eminent female leaders are invited on to the campus to motivate girls and to instill appreciation in boys/men.

2. Environmental education and sustainability inclination is induced into students by arranging visits and tours to industry and other important sites. Several such aspects are made clear by local experts.
1. NSS activities in neighboring villages regarding environments, girl child, early marriages, human values, and happy society, promote such values in the students and society at large.
2. YOGA Classes reinforce sustainable health and simple means to deal with health related preventive course of action.

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

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

3

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

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

547

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

**1.4 - Feedback System**

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf">https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf">https://sitam.co.in/criteria/criterion1/upload/1.4.1%20FINAL%20FEEDBACK.pdf</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile**

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

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

426

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

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

374

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

**2.2 - Catering to Student Diversity**

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

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

**Induction Programme:** Every year the institution organizes Student's Induction Programme for the newly enrolled engineering and management students. The students are provided with details about the syllabus to be taught along with the particulars about classes and time table, faculty coordinators, counselors and their responsibilities as well as information about anti-ragging norms, code of conduct, events for the forthcoming year, etc.

**Peer Guidance:** For the students joining under the lateral entry system (diploma holders joining the second year engineering course), the college offers them peer guidance so that they do not feel difficult to co-ordinate with other students.

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

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

**Slow Learners:** The slow learners are recognized on the basis of their academic performance during continuous internal evaluation, assignments and performance in the End semester Examination.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.2.1%20(Proof%20merged).pdf">https://sitam.co.in/criteria/criterion2/upload/2.2.1%20(Proof%20merged).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
<b>1282</b>	<b>80</b>

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

### 2.3 - Teaching- Learning Process

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

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

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

15 minutes for students to take a respite.

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged.pdf">https://sitam.co.in/criteria/criterion2/upload/2.3.1%20Proof%20merged.pdf</a>

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

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

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

Each classroom is equipped with projector to facilitate the faculty to present the subject matter as PowerPoint presentations and video lectures, encouraging the students for active learning. The Teaching - Learning process is equipped with Regular Practical Sessions and access to Digital Library, Online Courses (MOOCs), Online journals, E-books, etc. Seminar

halls are digitally equipped where guest lectures, competitions and student interplay take place. Specialized computer laboratory with a cyberspace has been provided to promote independent learning.

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

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

#### 2.3.3.1 - Number of mentors

74

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

### 2.4 - Teacher Profile and Quality

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

80

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



**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

11

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

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

357

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

**2.5 - Evaluation Process and Reforms**

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

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

Continuous evaluation is made through Mid examinations, Assignments submission, Field visit / Field work, Seminars presentation, Group discussion, Internships, Community Service

Project, Skill oriented course, Soft skill course etc. Mid examinations are conducted regularly as per the schedule given in academic calendar of Jawaharlal Nehru Technological University Gurajada, Vizianagaram. The weightage for the mid examinations varies as per the regulations prescribed by Jawaharlal Nehru Technological University Gurajada, Vizianagaram.

The performance of the student academics is displayed in Notice board and conveyed to the students and parents. Personal guidance and remedial classes are provided to the students who are substandard in their academics. To improve the communication and soft skills in students, topics are given by their faculty members to present powerpoint presentations in their concerned department.

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

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

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

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

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

Institute Level

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

After each internal the class committee meetings are conducted in the presence of respective branch HoD and mentors of the class. A group of students are selected which includes advanced learners, slow learners, challenged learners and hostelers etc. If the students are having any kind of grievances related to question paper or syllabus coverage, it is informed to the concerned HoD and necessary action is taken.

At the end of each semester, the faculty members finalize the marks for internal tests and the same are displayed in notice boards for the students to verify for any discrepancies. The finalized marks are uploaded by the faculty into the university portal and are approved by Principal/HoD after due confirmation with the respective faculty.

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

## 2.6 - Student Performance and Learning Outcomes

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

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

The program outcomes and program specific outcomes are achieved through a curriculum that offers a number of courses. Every department has clearly defined Program Specific Outcomes (PSOs)

and Course Outcomes (COs). They have been articulated by taking inputs and suggestions from every stakeholder and are nicely stated and displayed on notice boards and discussed in the classrooms as well as available on website along with them printed in their laboratory manuals.

Also COs are available in course files maintained by every faculty. The PO and PSOs are aligned with institute's vision and mission statement. Each CO is linked to one of the Program Outcomes and a set of performance criteria that are used to provide quantitative measurement of how well COs are achieved. The COs is thus directly and quantitatively assessed, and is tied to the program outcomes and program specific outcomes.

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

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

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

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

Program Outcomes. Employment of students upon the completion of course in various branches plays a lead role in Indirect assessment of Program Outcomes.

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sitam.co.in/criteria/criterion2/upload/2.6.3%20merged.pdf">https://sitam.co.in/criteria/criterion2/upload/2.6.3%20merged.pdf</a>

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

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

137

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

### 2.7 - Student Satisfaction Survey

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

<https://sitam.co.in/criteria/criterion2/upload/critetia%202.7.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

2.08

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

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

2

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

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

1

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

### 3.2 - Innovation Ecosystem

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

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

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

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

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

1. Tesla Innovation Center (TIC)
2. The Incubation center. The activities of these two aspects are briefly specified here under.
  - Tesla Innovation Center:
  - The aim of the Tesla innovation center is to bring the technical students into a challenging platform where the

students can update their skill set. This center is open for all the interested participants from various stakeholders. Members of this center are allowed to do their activities throughout the day as it is designed to open for 24\*7 mode. The ideas coming from the members will be developed and tested in a healthy atmosphere. Few good ideas will be filed for patents and then manufacture the product in the later stage

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

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

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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

2



File Description	Documents
URL to the research page on HEI website	<a href="https://sitam.co.in/criterions/criterion3/upload/3.3.1%20No.of%20faculty%20registered%20as%20PhD%20research%20guides.pdf">https://sitam.co.in/criterions/criterion3/upload/3.3.1%20No.of%20faculty%20registered%20as%20PhD%20research%20guides.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

22

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

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

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

7

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

### 3.4 - Extension Activities

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

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

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

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

Various student chapters and departmental associations keep the ambience vibrant with activities "perennially". These activities include visits to the NSS-adopted village Kondakaarakam to see how technology can address social issues, generating awareness in adopted village unemployed youth on vocational courses for gaining self-employment or employment. This last event of providing vocational training is formalized through Deen Dayal Upadhyaya Gramin Kaushal Vikas Yojana (DDU GKY), a residential training program is offered to a group of unemployed youth of nearby villages.

File Description	Documents
Paste link for additional information	<a href="https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria%2Fcriteria%2Fcriteria%2Fupload%2Fcriteria%2F5203.3.2(1).xlsx&amp;wdOrigin=BROWSELINK">https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fsitam.co.in%2Fcriteria%2Fcriteria%2Fcriteria%2Fupload%2Fcriteria%2F5203.3.2(1).xlsx&amp;wdOrigin=BROWSELINK</a>
Upload any additional information	<a href="#">View File</a>

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

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from

**Government/ Government recognized bodies year wise during the year**

5

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

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

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

26

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

1243

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

22

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

18

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

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

The aesthetically designed campus has ultramodern facilities with academic wings for each department, administrative wings, laboratories, workshop, computer center, spacious classrooms, well stocked library, conference hall, medical center, sports ground etc. The institute has classrooms with modern teaching aids thus providing detailed learning ambiance for students. The institute maintains high standards of technical education by providing the wide array of high-class equipment's in total 34 laboratories of various departments which helps students to implement practical knowledge thus acting as an interface between students and industry.

In addition to six other groups, the institute offers an MBA program equipped with world-class facilities.

The Institution has Robotics Lab encourages students to grow in their creativity and curiosity while developing innovative ideas in practice. Through hands-on learning, they drive advancements in robotics, going beyond the confines of the classroom to improve conceptual understanding and problem-solving abilities.

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

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

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criterions/criterion4/upload/4.1.2%20sports,%20games,gym....pdf">https://sitam.co.in/criterions/criterion4/upload/4.1.2%20sports,%20games,gym....pdf</a>

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

38

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.1.3%20proof(1).pdf">https://sitam.co.in/criteria/criterion4/upload/4.1.3%20proof(1).pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

213.5

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

#### 4.2 - Library as a Learning Resource

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

Library was established in spacious area consisting of two floors with a carpet area of 500 m<sup>2</sup> each. First floor occupies circulation area and newspaper section with 150 seating capacity. Second floor houses Digital Library consisting of 75 Computers with internet connectivity, Periodical section, Book Reference section, and special collections. Library is also accommodated with attached rest rooms and an entry point directly into the library. Institute offers 6 B.Tech. programs (Electronics and Communication Engineering, Electrical and Electronics Engineering, Computer Science and Engineering, Artificial Intelligence and Data Science, Mechanical Engineering, and Civil Engineering), 4 Diploma Vocational Courses (Automobile Servicing, Mobile Communication, Computer

Science, and Electrical Appliances Maintenance and Repairing) along with 2 PG courses viz., MTech in Computer Science Engineering(CSE) and Master of Business Administration (MBA). Library has a collection of 19,059 books and 10,664 e-books (Total books 29,723). Library uses ECAP (Engineering College Automation Package) software to manage library transactions. The college central library has various institutional memberships of prestigious libraries such as DELNET, SCRIBD, National Digital Library (NDL), e-journals, e-books, video lectures besides the learning materials from Ulektz, our LMS partner. Institute provides remote access to e-resources to total campus including hostels for both boys and girls. Wi-fi access is available in central library

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sitam.co.in/criterions/criterion4/upload/4.2.1%20proof.pdf">https://sitam.co.in/criterions/criterion4/upload/4.2.1%20proof.pdf</a>

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

A. Any 4 or more of the above

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

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

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

2.99



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

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

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

195

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

#### 4.3 - IT Infrastructure

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

Institute take initiative to upgrade itself in providing IT facilities to students and faculty. With 409 computers in the year of establishment, the institute now has high end computers. The latest configuration of computer available in the institute is Dual core processor with 4GB RAM, 320/500 GB HDD, Dual core processor. All 502 systems now in SITAM are LAN connected. The institute has complete MSDN applications and system software's.

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

##### 1. Hardware and Software Facilities

Sample (Upgrade as per SSCET)

S.No.

Item & Configuration

Quantity

1

Number of systems with configuration

- HP: Intel Dual core, 2.9 GHz, 4GB RAM, 320GB HDD, 15" LCD
- Lenova: Intel Dual core, 2.9 GHz, 4GB RAM, 320GB HDD, 18" LCD

2

Computer-student ratio

1:2.61

3

Dedicated computing facility

502

4

Wi-Fi facility

Yes, entire campus is Wi-Fi enabled

5

Propriety software / Open source software:

Microsoft Campus License, TCS iON, MATLAB, P spice, LT-Spice, Tasm, Tanner Tool, Xilinx and analysis tools, Octave, Scilab, Ubuntu.

6

Number of nodes/ computers with internet facility

502

7

**LAN facility :**

10/100 Mbps and 10/100/1000

8

**Any other:**

1. Automated admission process, Fee transaction, Learning Management System and ICT integrated evaluation through customized Campus Management Solution
2. SITAM Learning Management System (LMS), Moodle, is upgraded to uLektz, a world class LMS.

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

**4.3.2 - Number of Computers**

502

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

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

A. ? 50MBPS

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

**4.4 - Maintenance of Campus Infrastructure**

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

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

236

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

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

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

These committees look after the various aspects of the utilization and maintenance of the physical, academic, and support facilities. The role and responsibilities of committees are given below.

1. General civil maintenance and upkeep of civil infrastructure is carried out by the institute level canteen and campus committee.
2. Repair and Maintenance of laboratory equipment's/instruments are initiated by the respective Laboratory In-charge as and when required. The purchase committee handles the repair/maintenance/calibration request appropriately by placing order to the respective equipment experts. History cards of the equipment's are maintained, which indicate the maintenance/repair/calibration of the respective

equipment's. As a precautionary measure, laboratory in-charge, along with laboratory assistant, ensures proper working of all equipment at the beginning of each semester.

3. The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and timetables/logbooks indicate the regular utilization of the respective facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion4/upload/4.4.1%20proof.pdf">https://sitam.co.in/criteria/criterion4/upload/4.4.1%20proof.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

811

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

37

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

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

**A. All of the above**

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

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

716

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

716

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

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

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

## 5.2 - Student Progression

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

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

52

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

14



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

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

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

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

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

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

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the**

Institution participated during the year	
20	
File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>
<b>5.4 - Alumni Engagement</b>	
5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services	
<p>Alumni Association, administered by an Alumni Committee is very active in promoting interactions and camaraderie among the current students, faculty and the management. SITAM takes great effort in maintaining an active Alumni Network. The aim of this platform is to facilitate easy communication amongst the alumni, reconnect with their Alma-Mater and to add value to current student community. This association helps in placement, project work and Industry-Institution interaction. Further, some of the alumni mentor our students both for academics and project work. The alumni meets aim to foster a sense of community among alumni and gives a sense of connectedness to SITAM. The professionals exchange information about their work, share experience and help each other for networking needs, hiring, referrals for specific expertise, or looking for a new job, etc. Young students meet with alumni of their department and that enables them to plan their career with new social connections. Some of the alumni participate in the developmental activities of SITAM during their time off to guide the students with their projects that are of great significance. As they become more and more successful and wealthy, many more alumni may come forward to institute and organize scholarships and funds to help the needy and deserving students.</p>	

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion5/upload/5.4.1%20(1).pdf">https://sitam.co.in/criteria/criterion5/upload/5.4.1%20(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**A. ? 5Lakhs**

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

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

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

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

**The vision and mission of the institution are:**

To evolve into and sustain as a Centre of Excellence in Technological Education and Research with a holistic approach.

To produce high quality engineering graduates with the requisite theoretical and practical knowledge and social awareness to be able to contribute effectively to the progress of the society through their chosen field of endeavor.

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

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.1(1)(2)(3)(4).pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.1(1)(2)(3)(4).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

The Governing Body (GB), with the Principal as Member Secretary, meets at least twice in a year to discuss and implement action items:

The Institute supports a trend of decentralized governance system with proper well defined inter-relationships

- Sets objectives in consonance with the vision and mission of the Institute and shares its inputs through periodic Governing Body (GB), Management Review Committee (MRC), Internal Quality Assurance Committee (IQAC) and Local Management Committee (LMC) meetings.
- Approves hiring competent, dedicated individuals to implement teaching-learning process effectively to realize the vision and mission of the institute.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.1.2(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.1.2(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

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

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.2.1(1)(2)(3).pdf">https://sitam.co.in/criteria/criterion6/upload/6.2.1(1)(2)(3).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.2.2(1)(2).pdf">https://sitam.co.in/criteria/criterion6/upload/6.2.2(1)(2).pdf</a>
Link to Organogram of the institution webpage	<a href="https://sitam.co.in/images/organogram.jpg">https://sitam.co.in/images/organogram.jpg</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

## and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

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

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

women members to flourish and gain momentum.

10. Lodging and boarding facility to the needy.

11. Summer Vacation for staff.

12. Free transport facility for all the staff

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.1(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.1(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

23

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

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

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

5

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

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

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

75

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

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

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



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

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

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.3.5(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.3.5(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

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

position. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements. The budget takes into consideration the following.

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

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.1(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.1(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

86.1

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

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

SITAM plans to make itself self-sufficient and have strategies for making its departments and/or centres self-sufficient in turn. Though this a herculean task in the ensuing pandemic situation, SITAM started its thrust in the direction of incremental steps. The policy and practice directive includes:

1. Developing small creative products and converting them into saleable products through patenting process.
2. Attempting to contact local industries and attempting to provide consultancy services in various areas.
3. Establishing testing and miscellaneous services for several domains of engineering.
4. Identifying creative final year student projects and trying to convert them into patentable ideas.
5. Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.
6. Salary Grant: The College receives salary grant from the BOTCHA GURUNAIDU MEMORIAL EDUCATIONAL SOCIETY. For this, we prepare and send an annual budget of the estimated salary grant required. This grant includes salaries of the Full Time Permanent teachers and non-teaching staff as well as part-time teachers working on granted posts.

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.4.3(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.4.3(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

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

- To improve the academic and administrative performance of

the institution through a system for conscious, consistent and catalytic action.

- To internalize quality culture and institutionalize best practices in order to promote measures for institutional functioning towards quality enhancement. IQAC continuously monitors and sets checks and balances to ensure that everybody develops the habit of streamlining the procedures and adheres to the procedures. IQAC evolves Mechanisms and procedures for
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevance and quality of academic and research programs.
- Optimization and integration of modern methods of teaching and learning
- The integrity of evaluation procedures and stakeholders feedback.
- Propose and conduct workshops, seminars on quality related themes.
- Ensuring the adequacy, maintenance and proper allocation of support structure and services

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.1(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.1(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

SITAM-IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which are proven over the years are being followed:

Preparation of lesson plan for each Semester: The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships is also planned at this stage.

Daily lecture Record: Everyday faculty prepares and submits details of the lecture along with the topic covered on an online portal as well as Course Track Register (CTR).

Evaluation of teachers by students: The institution has a feedback system to check the quality of teaching. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. Director and management also monitor the feedback system and takes appropriate corrective actions.

The institute monitors the performance of the students regularly. It has specified procedure to collect and analyze data on student learning outcomes; the following points are adopted by the institute in this context:

- Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Regular class tests and interactions

File Description	Documents
Paste link for additional information	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.2(1).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.2(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://sitam.co.in/criteria/criterion6/upload/6.5.3(1)(2).pdf">https://sitam.co.in/criteria/criterion6/upload/6.5.3(1)(2).pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

SITAM's tenets are always clear and stream lined about safety and security of all employees through awareness and counselling. All issues are related amicably with firmness of justice and yet

#### Safety and Security

To maintain safety and security on the campus the use of identity cards is mandatory for students as well as faculty. A visitor can enter the campus only by taking a gate pass. An adequate number of security guards are placed at different places in the campus. Security guards keep a watch on the entire area with the view to maintain discipline in the campus and monitor parking area and other common areas of the campus. CCTV cameras are mounted on all public areas within the campus and within the building are continuously monitored. Mentors and their teams monitor security at the hostel. Anti-ragging notices are prominently displayed. Any report in this regard is taken up by the Anti Ragging committee of the institute. A Grievance cell addresses all problems faced by students. A fire extinguisher is provided in every wing of all buildings. Emergency needs like ambulance and doctor are made available as and when required immediately.

File Description	Documents
Annual gender sensitization action plan	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf">https://sitam.co.in/criteria/criterion7/upload/7.1.1(1)(2).pdf</a>

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

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

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

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

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

**SITAM minimises any negative behaviours that can jeopardise the wellbeing of systems that are close to it. SITAM is an ideal ecological system thanks to carefully designed building construction, plant life, and human support systems. To lessen its impact on both animal and plant life as well as human life, SITAM carefully evaluates the ingress/egress movement of solid, liquid, electronic, and other materials.**

**SITAM sees itself as an integral part of the natural system that supports it. Accordingly, SITAM prohibits any harmful activity that can thwart the flourishing of structures surrounding it. SITAM is an ideal natural framework because to carefully considered building architecture, vegetation, and social**

networks that provide emotional support. In order to minimise the influence of the strong, fluid, electronic, and other entrance/departure stream on human living, SITAM also carefully considers fauna and vegetation

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

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

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

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

**7.1.5 - Green campus initiatives include**

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

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

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



File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

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

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

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

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

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

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

SITAM provides an all inclusive environment to foster tolerance and harmony towards cultural, regional, linguistic, communal and other socio-economic diversities. As a preliminary practice, all persons are encouraged to restrain anger and hatred in all situations.

SITAM understands that each and every stake-holder in it need to draw inspiration from the great sons and daughters of India and make the nation a strong, sincere, and robust nation.

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

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

The institute recognizes and attests importance of national days and such as all celebrations programmes are organized with motivational and inspirational speeches, cultural events like plays are organized combined with activities.

Festivals uphold pluralism and diversity of India and are

celebrated in that very spirit. Diwali is celebrated with program of distribution of sweets along with exchange of wishes. On Yoga day, yoga sessions are offered for the faculty and are kept open to all for participation

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

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

In India, a nation characterized by a rich tapestry of cultural, social, economic, linguistic, and

Ethnic diversities, individuals are united under the guiding principles of the Constitution, regardless of distinctions such as caste, religion, race, or gender. At SITAM, both staff and students receive education on the constitutional imperatives, encompassing values, rights, duties, and responsibilities, fostering a sense of citizenship and responsible conduct. The institution aims to furnish students with the requisite knowledge, skills, and values to navigate the delicate balance between livelihood and life, within a supportive, safe, accessible, and affordable learning environment. These principles form the bedrock of the college community's ethos, instilled through participation in various cultural, traditional, and value-centric programs featuring distinguished speakers. Additionally, SITAM organizes awareness initiatives covering topics such as plastic usage, cleanliness, and the Swachh Bharat campaign, actively engaging students in societal concerns. Institutional policies are crafted to reflect these core values, while the university curriculum incorporates essential courses such as Professional Ethics and Human Values, the Constitution of India, and the Essence of Indian Traditional Knowledge, aimed at cultivating a sense of constitutional duty among students. Furthermore, the institution undertakes significant efforts to promote awareness on sanitation, quality of life, and self-awareness, exemplified by the establishment of dedicated NSS and NCC units that actively contribute to community service. Ethical values, rights, duties, and responsibilities feature prominently in extracurricular

activities such as elocution, debates, and class presentations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf">https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf</a>
Any other relevant information	<a href="https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf">https://sitam.co.in/criterions/criterion7/upload/7.1.9(1).pdf</a>

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

A. All of the above

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

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

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

Panditaha samadrsinaha.

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

- National Mathematics Day
- Independence day
- Makar Sankranti
- Republic day
- Science day
- Teachers day
- Ganesh jayanthi
- Women's day
- Yoga Day
- Engineer's day

The institute recognizes and attests importance of national days and for all celebrations programmes are organized with motivational and inspirational speeches, cultural events like plays are organized combined with activities.

Festivals uphold pluralism and diversity of India and are celebrated in that very spirit. Diwali is celebrated with program of distribution of sweets along with exchange of wishes. In Yoga day, yoga sessions are offered for the faculty and are kept open to all for participation.

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

## 7.2 - Best Practices

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

Encouraging student participation in processes dedicated to

improving quality.

- SITAM College, student participation in quality enhancement is a continuous and ongoing practice. The engagement of students in the higher education quality enhancement process is essential for the following reasons:
- Students are perceived as skilled human resources poised to actively engage and contribute to the progress and advancement of business and industry. They represent a primary driving force consistently striving to expand the boundaries of knowledge. The involvement of students in quality enhancement is regarded as an opportunity for them to actively participate in the ongoing development process. This fosters a sense of belonging to the institution and a responsibility to uphold and safeguard its performance excellence

#### Remedial Courses for Students Needing Additional Support

Students facing challenges in keeping up with the classroom pace due to lower IQ often go unnoticed, as they may not have a specific learning disability. Unfortunately, many of these students end up leaving school because the classroom environment proves to be challenging for them. However, learning is a lifelong endeavor, and every child should be given an opportunity for continual growth in their life. SITAM College actively promotes this philosophy by offering a dedicated platform for such learners who, due to certain unavoidable circumstances, couldn't initially keep up. A separate session is provided for these learners with subject experts, and the outcomes have been remarkably successful so far

File Description	Documents
Best practices in the Institutional website	<a href="https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf">https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf</a>
Any other relevant information	<a href="https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf">https://sitam.co.in/criteria/criterion7/upload/7.2.1(1).pdf</a>

### 7.3 - Institutional Distinctiveness

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

A Local Chapter of NPTEL (National Programme on Technology Enhanced Learning) has been established in SITAM. Faculty and students of SITAM have taken the advantage of this excellent opportunity. This programme purveyed to enhance and substantiate the learning. As the world is being developed with the new technologies, discovering and manipulating new ideas and concepts of online education are changing rapidly. In response to these changes, to work on strategic plans to implement online education.

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

7.3.2 - Plan of action for the next academic year

**1. Curriculum Enhancement:**

- Review and update the existing curriculum to incorporate the latest industry trends, technological advancements, and emerging fields.
- Introduce new elective courses aligned with students' interests and industry demands.
- Incorporate interdisciplinary projects and practical sessions to foster hands-on learning.

**2. Faculty Development:**

- Organize workshops, seminars, and training programs for faculty members to upgrade their skills and stay abreast of the latest developments in their respective fields.
- Encourage faculty members to engage in research and publication activities to enhance their knowledge and contribute to academic growth.