



# **SELF STUDY REPORT**

**FOR**

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

**SAGAR INSTITUTE OF RESEARCH AND TECHNOLOGY,  
BHOPAL**

SAGAR INSTITUTE OF RESEARCH AND TECHNOLOGY, AYODHYA BY PASS  
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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Sagar Institute of Research & Technology (SIRT) is self-finance private engineering institute in Bhopal, the capital city of Madhya Pradesh. The institute is approved by AICTE and affiliated with Rajiv Gandhi Proudyogiki Vishwavidyalaya (RGPV), Bhopal and Barkatullah University, Bhopal for engineering and Management program respectively.

The Institute was established in 2003 to provide quality education to students of UG and PG in the field of engineering and technology. It is located on Ayodhya Bypass Road, Bhopal in close vicinity of posh residential colonies. SIRT is only 7 kms from the Railway station, 6.5 kms from the main Bus Stand, 16 kms from Airport.

SIRT offers a wide range of undergraduate programs in various disciplines such as Computer Science, Electronics and Communication, Mechanical Engineering, Civil Engineering, Computer Science and Information Technology, Artificial Intelligence and Machine Learning, Computer Science and Business System, Electrical & Electronics and Cyber Security. Postgraduate programs are Thermal Engg., VLSI and Microelectronics, Computer Science and Engineering (Data Science), MCA and MBA discipline.

SIRT has got NBA Accreditation from 2014 to 2017 in Electronics and Communication, from 2016 to 2022 in Mechanical and Electrical & Electronics and from 2022 to 2025 in Computer Science Engg, Electronics & Communication and Computer Science & Information Technology.

SIRT has well established Training & placement Cell that conducts regular training programs for students to perform their best in the placement. Institute offers good companies for the placement of students and every year placement of students is high.

SIRT is also known for its distinguished faculty members who are experts in their respective fields and are dedicated to imparting knowledge and skills to students through innovative teaching methodologies. Various value-added courses/summer courses/winter courses/are regular feature in institute to enhance student skills in different fields. Induction programs at the start of the semester are organised to impart, moral & ethical values. All eminent facilities to students like hostel, library, badminton court, Table Tennis, Gymnasium and Yoga room.

Furthermore, SIRT places a strong emphasis on holistic development, encouraging students to participate in extracurricular activities, sports, and cultural events alongside their academic pursuits.

### **Vision**

**To create Technical Excellence in Education and Research to serve the Society.**

### **Mission**

- 1. To achieve academic excellence using innovative teaching and learning methodologies.**

2. To provide state of the art facilities for enhanced learning with IT based knowledge to meet global challenges.
3. To inculcate ethical, moral and cultural values to develop a good professional.

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

### Institutional Strength

SIRT is established in year 2003, having approximate 5000 most brilliant students and 18000 Alumni across the world. We are offering 15 UG & PG programs. Our value-based learning model provides transformational experience that fosters professional, intellectual, and personal development. SIRT has been consolidating its strengths while being conscious of its weaknesses. We also look to identify opportunities and challenges, which are considered to be complimentary in SWOC analysis.

- Dynamic and Visionary Management of SIRT.
- Working on **outcome based education**. Well defined Program outcomes, course outcome, program specific outcomes are available for each program. This contributes in overall development of students.
- Sagar Institute of Research and Technology, Bhopal received the **National Board of Accreditation (NBA)** for various departments in year 2009-12, 2014-22, 2022-25.
- An equipped training and placement cell with highly competitive and dedicated faculty to impact pre-placement training to the students to make them employable.
- The University Grants Commission (UGC) has provided **Section 2(f)** to the Sagar Institute of Research and Technology, Bhopal under of UGC Act, 1956.
- Teachers are empowerment centers to prepare, coordinate, and support students in becoming active learners.
- An innovative, cutting-edge, all-encompassing infrastructure facility to enable focused learning.
- Proactive and transparent system of governance with efficient and effective holistic human development programs.
- Holistic development of students by offering extracurricular infrastructures such as playgrounds, and sports courts. Students become physically fit by actively participating in sports activities.
- Highly motivated teachers & staff, who are always eager to experiment and innovate, resulting in high academic performance.
- Supportive working environment among department members conducive for the execution of academics.
- Excellent administrative support system.
- Good Faculty Retention
- Well defined policies intended to maintain standards.
- The institute promotes various activities to protect the environment and sustain its natural resources.
- Well-organized and effective Tutor guardian system.
- Student Ambassador Council (SSAC) is established to increase student activities and their involvement.
- Institute yearly organizes student felicitation program.

### Institutional Weakness

To identify weaknesses at SIRT, first we have reviewed our work processes. As understanding of our strengths and shortcomings is critical, we discuss the issues of our institute among all students, faculty and staff. We

realize the importance of finding the weaknesses of our own institute and to overcome them to achieve our vision and mission. Admitting defects is really challenging, but one must recognize these aspects and improve for future growth of the institute. By understanding our weaknesses we can try to overcome them and possibly convert all our weaknesses into strengths.

- Less consultancy and research and development activities.
- Limited consulting projects and funds for outside research.
- The lack of a daycare center on campus.
- There is not adequate international collaboration.
- Hostel facility limited to all girls and 1st year boys only. May be extended to all.
- Less number of structured entrepreneurship promotional activities.
- Less participation of alumni in the overall development of the college.

### **Institutional Opportunity**

Opportunities refer to favorable external factors that could give us a competitive advantage. Strengths and weaknesses are usually considered internal, while opportunities and challenges are usually considered external. Opportunities are emerging scenarios whereby we can grow and succeed with a new plan of execution. As digital innovations become more available and give opportunities to make quality learning, there are more career opportunities and one can get more access to information across the globe. The following opportunities have been identified in proving ourselves by grabbing them and intellectually facing to find perfect solutions in the real world.

- More chances for pedagogical innovation and ICT use for high-quality instruction.
- Improved industry contact to increase employability and student acceptance to master programs.
- To generate revenue through software development and consultancy.
- The need to use the current research eco-system to solve societal important advances.
- Establishing a regional entrepreneurial hub as part of a plan for regional government initiatives.
- Although we have sufficient sports facilities but institution may become sports destination with cutting-edge facilities for cricket, hockey, football, badminton, table tennis, lawn tennis, and pool and snooker.
- To significantly expand industrial consulting using the current infrastructure.

It is an opportunity to put our minds and abilities together to bridge the existing knowledge gaps between different sections of our society.

### **Institutional Challenge**

Identification of Challenges in SWOC analysis is critical step. This change from 'Threats' to 'Challenges' is the core of the modern positive thoughts where we know that we cannot demolish the existence of something by fighting it directly. We have to carve out our own version of strategy which, when placed in comparison, can stand out with success.

- Attracting distinguished faculty who are willing to take an academic career path.
- To get meritorious student from the region.

- The institution is not being able to pursue cutting edge research due to limited resource funding from national funding agencies.
- Facing competition from other engineering institutions regionally and nationally.
- Keeping pace with rapidly evolving technologies and updating infrastructure accordingly.
- Maintaining active involvement of alumni in the institution's activities.
- Managing and improving the institution's reputation and brand image.
- To fill the gap between Academics and Industry due to emerging of new technologies.

It is a challenge to motivate young minds away from vulnerability and inspire them into creative, innovative and imaginative thinking.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Efficient curriculum planning is crucial for attaining academic excellence. Sagar Institute of Research & Technology (SIRT), a leading engineering college in Madhya Pradesh, has a clearly outlined strategy for implementing the curriculum designed by Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal (for B. Tech, M.Tech., MCA courses) and Barkatullah University, Bhopal (for MBA course), to which it is affiliated. All the courses are developed by identifying the specific course outcomes, which are mapped with the POs and PSOs. Shortfall in POs the attainment is backtracked to identify gaps in COs.

To fill the curricular gap, we conduct Value Added Courses, SAGE Summer School, SAGE Winter School and activities for Professional Ethics, Gender, Human Values, Environment, and Sustainability, etc. in addition, institute formed a Student Activity Center (SAC) to complement the academic experience of our students.

The institute celebrates days of National and International importance, these celebrations nurture the moral, ethical, and social values in the students. The institute formed an internal complaint committee, to address women's grievances, it comprises female faculty members, a coordinator, two members, and a student representative has been established. The institute took serious initiatives for environmental sustainability, for this the institute uses green energy through solar panels, established an in-house plant for waste management, and integrated rainwater harvesting system.

The institution collects feedback on curriculum aspects and courses from different stakeholders such as the students, alumni, and faculty. The Institution established the Academic Council to ensure and analyze academic excellence at student and faculty levels. Institute provides additional instruction specifically designed for slow learners.

For preparing future ready engineers, university included courses such as Cyber Security, Data Science, Internet of Things, and Artificial Intelligence & Machine Learning as mandatory courses. There is a provision of internship in B.Tech II, IV & VI semester for making them job ready.

### Teaching-learning and Evaluation

Criterion II pertains to institution's attempts to provide successful teaching-learning experiences to students with varying backgrounds and skills. The students are enrolled to various programmes as per government

norms. Student admission at the Institute is centralized and directed by the DTE. Admission process of the Institute is transparent as it strictly adheres to the rules and regulations formulated by the government and RGPV. During the assessment period, average Enrolment Percentage is 93%. Institute follows the guidelines of DTE regarding reservations to the backward classes. Students from the reservation category are admitted to the institution following the State Government's regulations. During the assessment period, average Percentage of seats filled against reserved categories is 85%.

Institute adheres to AICTE's student-faculty ratio guidelines. Institute has a blend of qualified, experienced and competent faculty. Student-teacher Ratio during the assessment period is 18.9:1.

SIRT incorporates experiential, participatory, and problem-solving methods to enhance students' teaching learning experiences. A student-centered approach is employed throughout the teaching learning process to enhance the learning experience. Institute provides all the support and resources needed for implementing ICT and non-ICT pedagogical methods. Open source softwares / open educational resources are encouraged in teaching process. Industrial visits, study tours, visits to tech fests, expert lectures, value added courses and workshops are regular features to have practical exposure. The institution provides ample scope for learning beyond the classroom and the curriculum through co-curricular forums which conduct a range of innovative activities and competitions throughout the year to encourage students to use their learning in innovative ways. Institute follows the policies and procedure of RGPV in conduction, evaluation and reforms of examination. An examination committee is in existence at the Institute which ensures the smooth facilitation of examination at the Institute. Academic calendar at the Institute has the scope for internal assessment which is in line with the university calendar.

The Average Pass Percentage during the assessment period is 95.16%. Students are familiarized with Outcome-Based Education, right from Student Induction Programmes and subsequently through interaction by course teachers. Attainments of Course Outcomes are evaluated both by using Direct and Indirect method.

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

At Sagar Institute of Research and Technology, we believe that research, innovation, and community engagement are crucial parts of our institute. We encourage our students and faculty to explore diverse research topics that address new social needs and promote innovation. To support this, we have a solid research policy in place. This policy ensures that our research activities run smoothly by providing the necessary resources and creating an environment that fosters collaboration across different fields of study. We value the contributions of our faculty members who write books, publish important articles, and conduct groundbreaking research leading to patents. Our Entrepreneurship Development Cell (EDC) also assists students in launching their businesses.

Through our research and innovation efforts, we have built strong partnerships nationally and internationally. These partnerships have led to collaborative projects and publications that benefit our institute and the broader community. During the Covid-19 pandemic and afterwards, we moved all our academic activities online. Despite the challenges, we continued organizing seminars, conferences, and awareness programs using platforms like Zoom. Our faculty actively participate in writing research proposals and securing funding from various reputable agencies. The culture is growing nicely now. We provide research facilities to both staff and students, encouraging more quality work within the institute.

We host seminars on topics like Intellectual Property Rights (IPR), research methodology, and Entrepreneurship to further enrich our academic environment. These help our students to think out of the box

which can be seen in their innovative final-year projects. Additionally, we're engaged in community extension activities both locally and on campus. These include blood donation camps, visits to old age homes, helping the needy people and health awareness programs. Our efforts in extension activities have been recognized with awards and certificates throughout the year. The National Service Scheme unit organizes various community-oriented activities annually. Moreover, we have established many functional partnerships with agencies, industries, and organizations through Memoranda of Understanding (MoUs). These partnerships facilitate study tours, field visits, training programs, and other collaborative activities that enhance the learning experience for our students.

### **Infrastructure and Learning Resources**

SIRT has a huge campus spreading over Ten acres situated in heart of city Bhopal. The Institute constantly thrives for excellence in the teaching-learning process through technologically advanced fifty classrooms (with capacity of 60 each), Twelve ICT enabled Classrooms (with capacity of 60 each), Ten Spacious Classrooms (with capacity of 80 each), Eight Classrooms (with capacity 20 each), Forty two well-equipped laboratories, Twenty two Computer labs with latest Technology, Two Language lab with Language lab Software K-Van, Six- multipurpose Wi- fi and AV enabled halls. Three-Drawing Hall ( with capacity of 60 each), Forty two Wi-Fi enabled Faculty rooms, One Workshop, Placement-Cell, Incubation Centre, EDC Cell, NCC and NSS cell.

SIRT has been steadfast in its efforts to provide maximum safety to all its stakeholders. SIRT campus is fitted with more than 324 Camera which are placed at all strategic locations including Classrooms, Faculty rooms, Auditorium, Library, Corridors & all outdoor spaces. Institute has a library block 715 Sq mtrs with separate stack section covering 230 Sq mtrs and presently has a collection of more than Fifty thousand books which include Text book, reference book on various subject for Students and Faculty equipped with reprography facilities. The Institute offers most advanced Computer access to E- Journal, E- book through DELNET, IEEE, Library Management system online learning Platform using ID and password.

Institute has two multipurpose Auditorium viz. Anubhavanand Auditorium (1000+ Capacity) and Shivanand Auditorium (180+ Capacity) with Wi-Fi and Audio Visual facility. Auditorium are used for academic activity like Seminar, Faculty Development Program, Conference and cultural activity.

SIRT has a separate on campus One Boys Hostel and two Girls Hostel, along with recreation room for various activity like game, Festival celebration.

With a Vision to provide IT support system, Institute has well defined IT policy, yearly updated on regular basis as per need, for providing an excellent teaching and learning environment to all stakeholders. The Institute provides 500 mbps internet connectivity to all Stakeholder. Institute have 947 computers installed in different highly upgraded Computer Laboratories. Institute has a good Students Computer Ratio of 4:1 for 4140 students.

### **Student Support and Progression**

SIRT college has an effective system for student support and progression. It supports and caters to a large spectrum of students from different parts of the state and their well-being is of central concern. Students belonging to SC/ST/OBC categories receive financial assistance from the government. In addition, the institute also provides need-cum-merit scholarships to economically weaker students. We arrange personal enhancement and development activities like career counselling, soft skill development and orientation for the well-being of

students. Various departments organize numerous talks, value addition courses and workshops to enhance the technical and ICT skills of students. The institute has a mechanism for students' placement. They are groomed for the same by the training and placement cell, which conducts sessions to guide students for higher education and placements. It is instrumental in providing internship and final placement opportunities to students. To develop entrepreneurship skills and guide the students, a separate cell has been established, which is known as EDC cell.

The institute also has a student grievance redressal system. Any ragging related matters are solved by the anti-ragging committee. We also have SC/ST and OBC cells to cater to their matters. The student grievance committee and Internal complaint committee handle all types of student grievances and women harassment complaints. Also, the entire campus is under continuous CCTV surveillance.

The students are encouraged to participate in sports and cultural events. We have a Student Activity centre which has seven different clubs under its banner. The clubs conduct various activities and students get ample opportunity to participate in them. Students also participate in various sports and cultural events held in the city, state or Nation. The College has a record of university/state/national/international level awards for outstanding performance of students in sports and cultural activities. We have a fully functional and active Alumni Association, registered under the Societies Registration Act, 1973. We regularly organise alumni meets. Our Alumni are also actively involved in the technical enhancement of current students by visiting the institute and sharing their insights in our series "hand holding" (interaction of alumni with students).

### **Governance, Leadership and Management**

The SIRT has a good vision and mission approved by the Board of Governance that shows the objective of the institute. The hierarchy of the SIRT works as the leadership to run the organization effectively and to meet the goal of vision successfully. SIRT has well governance policy that describes about the structure, processes and practices through which all institute activities are monitored and controlled.

SIRT has its Perspective plan connected with its vision and mission. Perspective plan of SIRT based on short term and long term which includes Governance, Leadership, Management, and Quality Assurance. The perspective plan of SIRT typically outlines to achieve institute's goals and objectives for development and growth. It serves as a strategic tool for guiding the development of our institute, relevance, and sustainability in the long run.

The organization offers teaching and non-teaching staff performance review system, career advancement opportunities and efficient welfare measures. These policies are designed to create learning and working environment while addressing the diverse needs of the institute. SIRT is committed to incorporating all stakeholders in the growth and development of its workplace to create the "Happiest Place to Work".

Being self-finance institute, funds are mobilized by SIRT from Academic Fee, hostel Fee, and transport Fee. Academic fees are taken twice in a year. It's just to offer essential amenities to the student. In every academic year, the budget is prepared well in advance after taking into consideration the requirement of every department. When budget allocation is prepared by department then HODs submitted in the director office for further action. The Director and the Head of Departments discuss the requirement and decide the priorities while allotting financial resources for the institute.

The quality management plays important role for education, research, admin, feedback system and do analysis



for the improvement. IQAC ensures that our institution remains at the forefront of educational innovation, empowering our students to thrive in an ever-changing world. The SIRT IQAC has played an essential part in creating an environment of continuous improvement, providing that educational activities are in full alignment with its primary objective and vision.

### **Institutional Values and Best Practices**

SIRT is located at heart of Bhopal city. The institute has maintained a green and eco-friendly campus. The road inside the campus is pedestrian friendly with all the vehicles orderly parked in the parking area.

Institution organizes cultural activities like Sagar Utsav, Techno Saga, Saraswati Puja, Holi Milan, Ganesh Puja, Durga Puja, Deepawali Milan, etc. for inculcation of cultural values and Tree plantation, blood donation, Yoga Day, senior citizen day, teachers' day, Cloth distribution to poor people for developing values, rights and duties and responsibilities of citizens etc. in staff members and students.

The college promotes gender equity and sensitivity through various gender equity promotion programmes. Girls' students are given top priority with respect to safety and security.

SIRT is committed to an eco-friendly campus through recycling and managing its degradable and non-degradable waste. The College also has solar panels, a water harvesting plant, and a sewage treatment plant. The College has conducted Green, Energy and Environment Audits.

The Institution ensures a barrier free environment through ramps, lifts, disabled-friendly washrooms and wheelchair.

SIRT derives its character and strength from its institutional values and best practices. It has many best practices like Students Progression Index (SPI) and SIRT Student Ambassador Council (SSAC)

The Students Progression Index (SPI) is a comprehensive program developed for students from their first to final year, aimed at enhancing their professional skills. It offers a series of courses designed for each academic year, delivered by Training and Placement (T&P) trainers. SIRT Bhopal has initiated the SIRT Student Ambassador Council (SSAC) with the aim of developing a dynamic environment for students to develop problem-solving skills, draw inferences, and cultivate leadership qualities. The council is dedicated to organizing events and coordinating essential resources, thus facilitating the overall and holistic development of students. The Institution stands out for its dedication to Excellence Awards and Recognitions, which honor and celebrate the remarkable contributions of its faculty and staff to Sustainable Development.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SAGAR INSTITUTE OF RESEARCH AND TECHNOLOGY, BHOPAL
Address	Sagar Institute of Research and Technology, Ayodhya By Pass Road
City	Bhopal
State	Madhya Pradesh
Pin	462041
Website	<a href="http://www.sirtbhopal.ac.in">www.sirtbhopal.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Rajiv Srivastava	0755-4983100	8989958062	-	iqac@sirtbhopal.ac.in
IQAC / CIQA coordinator	Jyoti Jain	0755-4983101	8109353015	-	hodec@sirtbhopal.ac.in

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Madhya Pradesh	Barkatullah University	<a href="#">View Document</a>
Madhya Pradesh	Rajiv Gandhi Proudयोगiki Vishwavidyalaya	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	16-05-2016	<a href="#">View Document</a>
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	<a href="#">View Document</a>	02-06-2023	12	Yearly affiliation certificate is issued by AICTE

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Sagar Institute of Research and Technology, Ayodhya By Pass Road	Urban	6.91	37463

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BTech,Artificial Intelligence And Machine Learning,	48	HSC	English	156	147
UG	BTech,Civil Engineering,	48	HSC	English	78	50
UG	BTech,Computer Science And Business System,	48	HSC	English	78	65
UG	BTech,Computer Science And Engineering,	48	HSC	English	390	385
UG	BTech,Computer Science And Engineering Cyber Security,	48	HSC	English	156	145
UG	BTech,Computer Science And Information Technology,	48	HSC	English	312	281
UG	BTech,Electrical And Electronics Engineering,	48	HSC	English	78	52
UG	BTech,Electronics And Communication Engineering,	48	HSC	English	78	64
UG	BTech,Mechanical	48	HSC	English	78	47

	Engineering,					
PG	Mtech,Computer Science And Engineering,Computer Science and Engineering	24	B Tech	English	30	27
PG	Mtech,Computer Science And Engineering,Computer Science and Engineering Data Science	24	B Tech	English	30	13
PG	Mtech,Electronics And Communication Engineering, VLSI and Micro Electronics	24	B Tech	English	23	11
PG	Mtech,Mechanical Engineering,Thermal Engineering	24	B Tech	English	23	4
PG	MBA,Master Of Business Administration,	24	Graduation	English	234	220
PG	MCA,Master Of Computer Applications,	24	Graduation	English	156	140

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

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	32				26				215			
Recruited	18	14	0	32	15	11	0	26	114	101	0	215
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				56
Recruited	30	26	0	56
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				34
Recruited	28	6	0	34
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	18	14	0	13	11	0	8	9	0	73
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	2	0	0	104	92	0	198
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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

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

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



Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2145	1020	0	0	3165
	Female	721	117	0	0	838
	Others	0	0	0	0	0
PG	Male	357	40	0	0	397
	Female	321	31	0	0	352
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	85	70	62	33
	Female	36	30	21	6
	Others	0	0	0	0
ST	Male	5	14	9	6
	Female	6	1	1	1
	Others	0	0	0	0
OBC	Male	386	344	238	184
	Female	152	143	85	46
	Others	0	0	0	0
General	Male	494	423	402	444
	Female	182	109	145	125
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1346	1134	963	845

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	<p>Sagar Institute of Research and Technology is prepared to make changes to augment the overall capabilities of the learners as per the National Educational Policy 2020. The mission of the Institute is to adopt the latest IT-based tools in all disciplines to enhance experiential learning. Students can select project interdisciplinary. The university already includes some Interdisciplinary subjects in each UG course. We also allow interdisciplinary research in PG courses. Some of our faculty members also upgrade themselves by completing Interdisciplinary NPTEL courses. Some collaborative efforts for interdisciplinary publication are also done.</p> <p>Interdisciplinary conference organization is a regular feature of the Institute. As we are three times NBA-accredited institute and follow Outcome-based Education, hence conduct various activities contributing to the development of ethics, humanities, Lifelong learning, and conservation of the environment etc. Expert lectures on ethics, NSS activities in society, workshops for lifelong learning, and the basic features at the Institute. Our first-year curriculum includes common subjects for all students so that each student must have basic information about all disciplines and can follow his/her interest irrespective of his/her core branch. Cross-curricular integration is promoted through projects, seminars, and experiential learning opportunities that allow students to apply knowledge and skills from different subject areas. Adequate resource allocation ensures equitable access to instructional materials, technology infrastructure, and interdisciplinary research facilities. Assessment practices are rethought to include performance-based assessments and project evaluations that assess students' ability to integrate knowledge across disciplines. Collaborative partnerships of our Institution with industry partners, and community stakeholders enrich students' learning experiences. Co-created research projects, internships, and community engagement initiatives prepare students for the challenges of the 21st century. A yearly common technical fest is organized at our Institution to explore the interdisciplinary scope for students. Expert lecture conduction on the latest technologies is also a common feature in each department.</p>
2. Academic bank of credits (ABC):	The Academic Bank of Credits (ABC) is an

	<p>important part of NEP 2020 and is designed to give students greater flexibility in pursuing their academic goals. SIRT is already registered at the National Academic Depository. Our Institution is affiliated to RGPV University. They are running some Credit based courses. At our institute, we instruct each student to sign up for the ABC portal. Encourage students to enroll in and complete courses under the Ministry of Human Resource Development (MHRD) like SWAYAM, NPTEL, etc. for added credits. Some of our faculty members and students are earning these credits for self-development.</p>
<p>3. Skill development:</p>	<p>Keeping in mind the current scenario, the institution has introduced various value-added courses for Skill Development. Besides that, the institution offers Summer School courses and Winter School Certificate courses. The institution has MoUs with industries for providing Training to students. Furthermore, online and offline Capacity Building Training Programs and workshops are organized for the students. Dedicated trainers for skill development are recruited for skill development. The training and placement department has a structured skill development program from the first year to the final year, where they focus on language, aptitude, group discussions &amp; technical skills, etc. Training and placement also conduct proficiency tests as per requirement. During the induction programs each semester, spiritual sessions of Pandit Vijay Shankar Mehta and Shri Anubhavanand Ji and motivational sessions of Shri N. Raghuraman &amp; Mr Nanditesh Nilay are conducted. The Faculty Induction program is a regular feature of this Institute. Various motivational and spiritual lectures are conducted for faculty members. They are also encouraged to join the faculty development program announced by AICTE, NPTEL, Udemy etc. Some workshops and Industrial visits are also organized by the department to give industrial exposure to students.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>All professionals must be enrooted with rich Indian knowledge system of our heritage and demonstrate the Indian way of doing things to the world. At our Institute we accommodate this thought through different workshops cultural and social activities. As per the NEP guidelines our Institute motivate all faculty members to teach the subject using English and Hindi both so that it will be become easy to</p>

understand for students. All faculty of the institute prepare videos on their subject and share their knowledge to students by using English and Hindi. We cannot accommodate extra credit marks in our curriculum as our Institute is affiliated to Rajiv Gandhi Praudyogiki Vishwavidyalay, Bhopal. To promote cultural activities our institute has 8 student clubs under student activity centre like sports club, Tarang club, Arjun club, Dancing club, Music club, Art and craft club, Sports club and photography club. Under these clubs various activities are conducted on regular basis to enrich extra skill in the students. We also allow students to opt internship in any of the discipline of Indian knowledge system a value added course. Vedic mathematics is a regular feature of the institution. Students also encouraged in choosing suitable topics for project using Indian knowledge system according to NEP 2020. All the exam papers are available in both the languages in bracket English and Hindi and student can answer them in any of the language. SIRT has sport complex that includes badminton court, Table Tennis, Gymnasium and Yoga room. Everybody can use these facilities along with Yoga & Meditation on regular basis for health fitness. The Hindi is commonly used language in MP, therefore faculty and staff members are motivated to deliver lectures in classrooms in bilingual mode. The faculty members are also motivated to participate in pedagogical training programs. All the faculty members of our Institute are able to help students in both the languages. Activities related Indian music and dance are organized at the under the banner of student activity centers and many students are participating in it. The Institute has several students' club and NSS unit. Various activities for students are conducted based on ancient traditional knowledge through the clubs and NSS activities. Activities related Indian music and dance are organized under the banner of student activity centers and many students are participating in it. To impart Indian culture and traditions are regular Pravachan of pandit Shree Vijay Shankar Mehta is organized. Various festivals are also celebrated at the institution like Holi, Ganesh Utsav and Navratri etc. Every year Sagar Utsav is organized in the institute in which various cultural programs like singing, dancing, Garba etc are organized. • Commemorative days like Teachers'

	<p>day, Yoga day, Women's day etc are organized in the Institute. Celebration of different festivals like Ganesh utsav, Vasnat Panchmi, Guru Purnima, Navratri etc.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Sagar Institute of Research &amp; Technology follows the Outcome based Education system to provide best to the all students. The institute conducted many workshops on OBE and trained all faculty members. In all departments of the Institute, course outcomes (COs) of the all subjects including theory, labs, projects and internship following Bloom's levels are prepared. All internal questions papers are mapped with the course outcomes along with the Bloom's levels. All course outcomes are mapped with the department Program specific outcomes (PSOs) and Programs Outcome (POs). For assessment of each subject, CO attainment and PO attainment through direct and indirect attainment by following our assessment tools is carried out at the end of semester. The COs, PSOs and POs are published on the website of the institute and also shared with stakeholders. The institute follows a student-centric teaching-learning model. The institute uses you tube channel which is used extensively for uploading all teaching material videos, notes, assignments etc. unit tests and quizzes are conducted regularly. The faculty has been trained to write COs using Bloom's taxonomy, prepare question papers mapping with Bloom's levels, and ensuring CO coverage through various assessment methods. The lecture plans are prepared to cover each subject's syllabus as per the institute's academic calendar. As per the university curriculum two mid-term examinations are conducted using traditional pen-paper mode and assignments are taken in writing mode and the assessment is carried out to check learning outcomes of students and evaluate their ability towards all six levels of Bloom's Taxonomy i.e. "Apply", "Analyse", "Evaluate" and "Design/Create".</p>
<p>6. Distance education/online education:</p>	<p>A fully-fledged online education platform was developed at our institution during COVID i.e. after March 2020. At that time Teachers started using various online tools like Google class room for assignment submission and mid-semester exams. We used Google Forms for conduction of Quiz conduction. ZOOM, Google Meet, etc were used for conducting classes. Online practical tools were also</p>

	<p>explored by teachers as per their subject needs. As per the need of the time we also developed our infrastructure for online teaching learning. The institute purchased software tools like ZOOM and hardware materials like cameras, mike, headphones, etc to facilitate the online conduction of classes. At that time SIRT ensures well-equipped facilities to provide quality education virtually. This trend is continuing even after COVID, Still, we are using the above facilities in organizing some non credit courses like value addition course, Summer schools and winter school etc. Faculty development programs regarding ODL is a regular feature at our institution to enable ICT teaching learning facilities. Teachers are trained to develop PowerPoint presentations using LCD's and projectors. Seminar and Conference rooms are also digitally equipped where guest lectures, expert talks, and various competitions are regularly organized for students. Faculties prepare online quizzes for students after the completion of each unit with the help of GOOGLE FORMS. We provide online excess of IEEE and DELNET journals. Still using Free Online tools for simulations of technical concepts to increase experiential learning environment. YouTube channels are developed by each department where we upload lectures so that students can refer to them at any time even after college hours. Online notes distribution is also done by individual faculty members in case of demand of students.</p>
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**Institutional Initiatives for Electoral Literacy**

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Sagar institute of research and technology has taken steps to promote civic engagement and electoral literacy. Promoting the significance of voting as a fundamental democratic right and responsibility, the institute has set up an “Electoral Literacy Club” on November 2023, with a dynamic team of students and faculty coordinators.</p>
<p>2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The ELC has 8 student coordinators and 1 Faculty coordinator appointed by the SIRT. Faculty Coordinator : Prof Sourabh Birole Student Coordinator: SHRUTI JAIN MUSKAN GOUTAM MUSKAN KUSHWA RAVINDRA YOGENDRA</p>

	<p>SONALI SAHU ANSHIKA JAIN AAYUSHI SABLE HARSH RAHANGDALE RISHI VISHWAKARMA Following are the objectives of the ELC: 1. Empowering the students about the importance of voting in a democracy, their rights and responsibilities as voters. 2. Aware academic community with the knowledge and motivation needed to participate in the electoral process meaningfully. 3. Motivate citizens to vote ethically, this include voting without being influenced by money, gifts, or any other undue influence. 4. Empowering young people to become active participants in elections and civic activities.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The “Electoral Literacy Club” at Sagar institute of research and technology is dedicated towards fostering civic engagement and democratic participation among the student body through a range of innovative programs and initiatives. Awareness Programs: These programs demystify the electoral process, covering voter registration and the electoral system to equip students with the knowledge they need to be active citizens. 1. Expert talk &amp; Guest Lectures: The ELC invites experts, including electoral officers, to provide valuable insights and facilitate direct student engagement. 2. Voter Registration Drive: The club conducts in-class voter registration drives, making it easy and convenient for students to register, ensuring their voices are heard in the democratic process. 3. Panel Discussions: The club hosts panel discussions on political and social issues to encourage critical thinking, diverse perspective exploration, and constructive dialogue. 4. Ethical Voting Promotion: Ethical voting is promoted to instill integrity and responsibility in student voters, ensuring they exercise their franchise ethically. 5. Inclusive Participation: The club actively works to enhance participation among underprivileged sections of society by removing voting barriers. 6. Increased Voter Registration and Turnout: By conducting these initiatives, the club aims to boost voter registration and turnout among students, recognizing that an informed and engaged youth is vital for a resilient democracy. In conclusion, the Electoral Literacy Club at Sagar institute of research and technology is committed to shaping informed, responsible, and active citizens through innovative programs. Their goal is to spread awareness &amp; motivate students to</p>

	<p>participate in the democratic process, promoting ethical voting, ensuring a brighter, more participative future for the society and nation.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The Voter Registration Campaign spearheaded by the Electoral Literacy Club is a testament to their commitment to raising awareness about the significance of voting. This campaign has illuminated the crucial role of civic duty and highlighted the profound impact of individual participation in the democratic process. The campaign's innovative and informative strategies have engaged students and faculty alike, fostering a deeper understanding of the importance of active citizenship. Moreover, the university's students have taken a solemn pledge to uphold democratic values. This pledge represents a resolute commitment to the core principles of democracy, including the right to vote, the responsibility to stay informed about the issues that matter, and the duty to engage constructively in the democratic process. The pledge-taking ceremony was conducted simultaneously across all faculties and schools within the university, emphasizing the universality of these democratic values and the collective responsibility of the entire university community. By conducting these activities, the Electoral Literacy Club not only instills a sense of civic responsibility in its students but also actively contributes to nurturing responsible and engaged citizens.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>80% of the eligible students above 18 years of age have been already registered as Voters in the Electoral Roll. About 20% of the students above 18 yrs of age and eligible to vote are yet to be enrolled as voters in the electoral roll. The Institute has initiated a process to increase registration in electoral roll at the time of admission itself. In addition to the above, the ELC conducts voter registration drive through its club once every semester.</p>



## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4140	3753	3458	3308	3197
File Description		Document		
Upload Supporting Document		<a href="#">View Document</a>		
Institutional data in prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 446

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

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
219	210	205	191	173

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
986.733008	575.97531	505.90561	470.7222193	617.50887

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

Efficient curriculum planning is crucial for attaining academic excellence. Sagar Institute of Research & Technology (SIRT), a leading engineering college in Madhya Pradesh, has a clearly outlined strategy for implementing the curriculum designed by Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal (for B. Tech, M. Tech., MCA courses) and Barkatullah University, Bhopal (for MBA course), to which it is affiliated. The Institute follows a well-planned documented process.

**Preparation of Academic Calendar:** At the beginning of each academic session, the academic calendar is prepared in alignment with the University academic calendar. The dates of important events such as the commencement of the academic session, the duration of the semester, the final exams of the semester, etc., are listed in the academic calendar.

**Course Allocation:** The Head of the Department (HOD) assigns courses to the faculty members on their subject preferences and areas of expertise, with approval from the Director.

**Preparation of timetable:** Time slots for theory lectures, tutorials, lab courses, projects, counseling sessions, and the library are included in the schedules for each class. Each faculty member's schedule is created to account for their whole workload.

**Preparation of lesson plan and course files:** Before the start of the session, every faculty must prepare a lesson plan and course files and get it checked by their head and approved by the Dean (academics).

**Classes and Laboratories observation:** Academic supervisors can evaluate the effectiveness of their instruction, student participation, and facility usage by watching courses and labs. It improves overall educational performance and institutional excellence by facilitating efficient feedback, curriculum alignment, and area identification.

**Skill Development Classes:** We put a high priority on student employability by setting up courses in personality development and soft skills. These workshops are designed to improve students' leadership, teamwork, and communication skills, giving them the tools they need for both job progression and effective recruitment.

**Innovative teaching:** In addition to the conventional lecture format, new and creative teaching strategies are used to impart the material. Learner-centric strategies are used to promote students' active engagement, including group discussions, peer learning, presentations, video lectures, quizzes, and more.

**Extra classes for slow learners:** There is a provision of providing additional instruction specifically designed for slow learners, giving them the necessary support to perform better.

**Academic progress review:** The HODs, Dean (Academics) and Director conduct periodic academic progress reviews of the curriculum coverage and student attendance. Recommendations for enhancing the process of teaching and learning are entertained during routine meetings with class representatives (CRs).

**Faculty feedback:** In each academic session we collect faculty feedback from students on course content, and teaching efficacy, faculty feedback guarantees ongoing improvement. It improves teaching quality, creates a supportive atmosphere, and synchronizes faculty efforts.

SIRT establishes the standard for curriculum planning and delivery through efficient teaching and learning approaches that lay the foundation for students' academic journeys and prepare them to handle global challenges.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 41

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**1.2.2**

*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

**Response:** 40.67

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1642	2499	991	1351	779

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

**1.3 Curriculum Enrichment****1.3.1**

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

**Response:**

The Institute follows the technical curriculum provided by Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal to fill the curricular gap; we conduct activities for Professional ethics, Gender, Human Values, Environment, and Sustainability, etc. in addition with the institute curriculum.

**1. Moral Values, Human Values & Professional Ethics**

The students actively engage in a diverse range of activities aimed at enhancing their moral principles and professional ethics, for this institute formed a Student Activity Center (SAC).

- The main aim of SAC is to complement the academic experience of our students with extra-curricular programs that promote social and personal development.
- Faculties advise and assist student groups in planning various programs, like visiting shelter homes, and centers for children with special needs, as well as organizing blood donation and health check-up drives, hygiene workshops. Additionally, workshops covering gender issues, public health, and societal challenges are conducted.

- The institute celebrates days of National and International importance, such as Republic Day, Women’s Day, Independence Day, Teacher`s Day, Human Rights Day, International Yoga Day, etc. These celebrations nurture the moral, ethical, and social values in the students.

## 2. Gender Sensitization

The institute formed an Internal Complaint Committee, to address women's grievances, the Internal Complaint Committee comprising female faculty members.

While incidents of sexual harassment among female students in our department are non-existent, this committee regularly engages with female students to proactively identify and address any potential issues.

- Furthermore, the college campus is equipped with CCTV surveillance and stringent security measures, with separate hostel facilities for boys and girls ensuring a safe environment for all. The MBA department organizes various programs on Human Rights to raise awareness among students and inspire them to contribute to societal welfare.
- The Discipline Committee, comprising director and faculty members, plays a crucial role in upholding institutional discipline.
- The primary aim is to equip students with the skills to navigate moral complexities effectively, understand the ethical principles guiding the management profession, resolve moral dilemmas, and foster awareness of management ethics and human values.

## 3. Environment & Ecology

The institute took serious initiatives for environmental sustainability, the institute uses green energy through solar panels, established an in-house plant for waste management, and the integrated rainwater harvesting System.

- In the B.Tech course of the RGPV curriculum “Energy & Environmental Engineering” is a theory subject which is related to the energy and environmental study as an integral part of the curriculum of the second year. The university prescribed this course to create awareness and develop the importance of the environment among students.
- The Institute has organized Periodic workshops and seminars focusing on various aspects of environmental sustainability are also conducted different programs to raise awareness about environmental sustainability, guest lectures, industry visits, and field excursions are regularly arranged. Environment-related observances such as Environment Day, Earth Day, and Water Day are celebrated annually, (Nukkad Natak) etc.
- Campaigns like “Say no to polythene and embrace eco-friendly alternatives” during festivals like Mahashivratri.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**1.3.2**

**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**Response:** 71.98

**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 2980

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

**1.4 Feedback System****1.4.1**

*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

**Response:** A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

<b>File Description</b>	<b>Document</b>
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 93.3

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
1346	1134	963	845	806

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1224	1224	1104	984	924

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 42.05

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)



2022-23	2021-22	2020-21	2019-20	2018-19
291	278	235	170	174

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

2022-23	2021-22	2020-21	2019-20	2018-19
612	612	552	492	462

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 18.9

## 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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

Student-centric methods, such as experiential learning, participative learning, and problem-solving methodologies are used to enhance learning experiences. ICT-enabled tools are used by teachers for effective teaching and learning processes. SIRT College gives students a useful platform to acquire the most recent abilities, knowledge, opinions, and attitudes that will mould their actions in a correct approach. All departments conduct innovative programs that excite the creative ability of students and provide them with a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes an Annual technical fest, TECHNOSAGA in which students display their learning in the form of innovative projects. Also, students are inspired to participate in inter-college as well as national-level competitions. The institute focuses on the student-centric methods of promoting lifelong learning skills of students. Instructors try to enhance the interactive nature of the learning process by implementing the student-centric strategies listed below.

**1. Experiential Learning:** Each department offers Add-on programs to assist students with their learning based on experience. To improve student's creativity and thinking skills, the institution offers the following experiential learning techniques.

1. Conduct workshops for Students in which they acquire practical skills required in industries.
2. Content beyond the syllabus is taught in theory and lab lectures.
3. Student projects using the newest technologies are displayed in a technical fest where they present their functional models.
4. Students can gain hands-on experience through Industrial Visits arranged by organizations.
5. Value-added (certification Courses) conducted by market experts such as IBM/Microsoft etc. to enhance their level of skill.
6. Involvement in simulated activities where they gain experience with working on real-life models, such as Hackathons.

**2. Participative Learning:** In this type of learning, students participate in various activities such as seminars, group discussions, projects, and value addition courses. It encourages students to take part in activities that allow them to apply their specific technical or managerial talents, such as

**2.1 Annual Tech Fest (TECHNOSAGA,)** – Engineering students participate in an event where a wider stage is used to display a selection of their projects.

1. Management Fest (UMANG) - The management students host this event which invites participation and collaboration of students from many colleges.
2. Annual cultural program (Sagar Utsav) – This is organized annually to allow college students to express their artistic side.
3. Regular Quizzes- The intra- or intercollegiate level, quizzes are arranged to encourage student

engagement.

**3. Problem-solving approaches:** Departments support students in learning and growing their problem-solving abilities. For the fulfillment of these activities expert lectures on a range of topics are organized by colleges and motivate students to participate in various inter-college and intra-college technical fests. The following activities are conducted to enhance problem-solving abilities.

3.1 Problem-based regular assignments

3.2 Major and Minor Project Development

3.3 Class presentations

3.4 Participation in Inter college events

**4. ICT-enabled tools** such as Google Class room, YouTube lectures, Zoom platform, online teaching and checking tools, and online software are used to enhance the teaching and learning process.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

**Percentage of full-time teachers against sanctioned posts during the last five years**

**Response:** 100

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

2022-23	2021-22	2020-21	2019-20	2018-19
219	210	205	191	173

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.4.2

*Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

**Response:** 30.76

### 2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
71	65	57	62	52

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

At SIRT, Bhopal, our commitment to transparency, fairness, and efficiency in assessment and grievance handling ensures a conducive learning environment for all our students. Through robust internal assessment mechanisms and systematic grievance resolution, we uphold academic integrity and promote student success.

**1. Examination Core Committee Appointment:** The Exam Superintendent, who is in charge of the Examination Committee and comprises department representatives, is a senior academic member. The Superintendent of the Centre is the Director. Exam Superintendent, reports to the Director and receive the necessary instructions. In assessment management, this framework guarantee accountability and thorough coverage.

**2. Regular Meetings:** At SIRT, department meetings are held regularly to give faculty members a forum to improve the efficacy of assessments in accordance with the outcome-based education, hence reducing student complaints about academic evaluations.

**3. Academic Calendar Communication and other notifications:** Schedules and results of assessments are prominently displayed to ensure that stakeholders are kept informed. Students can plan ahead more efficiently when assessment dates are included in the academic calendar. This process encourages transparency and lets students know about concerns related to them.

**4. Openness during Internal Exams:** The publication of exam data and seating arrangements promotes confidence in the evaluation procedure. Students are allowed to see their checked answer copies. Transparency is improved when students evaluate their own performance. Timely schedule communication improves students' ability to manage their time.

**5 Project Assessment and Practical Evaluation:** Effective progress monitoring of students is ensured by ongoing assessment of projects and practical session. Frequent feedback from project managers and mentors improves learning objectives and quickly fills in knowledge gaps.

In addressing grievances, we maintain transparency, fairness, and efficiency. In our institute, grievances are managed through a hierarchical approach to ensure efficient resolution.

**1. At faculty Level:** Students can discuss concerns regarding assessments, exam processes, or other non-academics issues with their TGs. Grievances are managed through a hierarchical approach to ensure efficient resolution.

**2. HOD Level:** Students who are unhappy can speak with the department's HOD. The HOD carefully reviews the case, confers with the higher authorities, and, if needed, makes the appropriate adjustments. HODs ensure timely resolution of academic and non-academic grievances and promptly elevate them to the Director.

**3. Director Level:** Academic and non-academic matters are directed to the Director ensuring swift and efficient resolution for student satisfaction and during inspections. The grievance is subject to an impartial assessment by a professor or Associate Professor nominated by the Director, or the case may be forwarded to an examination committee if related to exams. The decision is final and the student is informed of the outcome along with the reasons.

<http://naac.sirtbhopal.ac.in/NAAC-SSR/2.5.1/2.5.1%20Process%20Flow%20Chart.pdf>

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

#### Response:

Program outcomes (POs) and Course outcomes (COs) are very essential measures for any good outcome-based education system. We are following outcome-based education system. Program outcomes are statements conveying the intent of a program of study. Program outcomes (POs) refer to what a student should know or be able to do at the end of a program. They are often seen as the knowledge and skills, students will have obtained by the time they have received their intended degree. Institute follows the twelve Program Outcomes (POs) defined by National Board of Accreditation (NBA), New Delhi for UG courses and are to be fulfilled by all the programs in higher education.

POs are attained through Program specific Courses, which has their own previously set course outcomes to attain. Each course is designed to meet (about 4-5) Course Outcomes. The Course Outcomes for each subject includes theory, labs, projects and internships are defined by concerned faculty member in consultation with Head of Department (HoD). Learning level of Course outcomes is fixed according to syllabus content and student capabilities, using Blooms taxonomy. All course outcomes are mapped with program outcomes. The Course outcomes are submitted to department level Program Assessment and Quality Improvement committee (PAQI) meeting for approval. Suggestions given by members are incorporated to improve COs. The modified COs are finalized.

The POs are available on college website and are also communicated to students, teachers and other staff by displaying at following locations:

- ? Department classrooms and Laboratories.
- ? Institute website.
- ? Department corridors
- ? Central and department Library
- ? HoD room and faculty rooms
- ? Computer center and workshop

? Course files.

The COs are disseminated to students through faculty announcements to the students during the beginning of each semester and from time to time during the entire semester. Every course teacher discusses expected course outcomes with the students at the beginning of the course, through the question papers, assignments and midsem test papers. The Head of the department and the teachers discuss POs and their frame. Director delivers an address to all the newly admitted first-year students and their parents in the induction program. During his address/presentation institute's Vision, Mission, and Program outcomes are stated. POs and COs are a mandatory part of the course file prepared by the course teacher.

POs and COs provide the basis for continuous improvement in the quality of learning. They help the learners to improve analytical and logical thinking. This results in increased innovations, lifelong learning and enhanced skills and values.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

Learning requires cognitive skills and a logical paradigm. Our college offers courses that develop creativity, curiosity, self-confidence, self-reflection, and improve opportunities for employment. These skills are essential in enhancing the students' personalities which also helps them flourish in their professional lives. Since our college strictly follows Outcome Based Education (OBE), it involves departmental processes for assessment, identification, collection, and preparation of data to evaluate Course Outcomes (COs). In order to assess the efficacy of the courses, we are doing a continued evaluation of student progress by PO and CO attainments. The process is as follows:

### **Course Outcome Attainment Process:**

The CO attainments of all courses in the program are evaluated using the direct and indirect assessment methods through the following steps:

- The scheme and syllabus for a particular semester and course are taken from the RGPV website.
- As per the curriculum, the CO of each course is formulated by the faculty assigned to that course. While formulating Course Outcomes, faculties use Blooms taxonomy levels such as remember, understand, apply, analyze, evaluate, and create.

- COs are mapped with different POs provided by the NBA for UG and PG courses.
- COs and CO-PO mapping are reviewed by the PAQI committee at department level.

<http://naac.sirtbhopal.ac.in/NAAC-SSR/2.6.2/2.6.2%20Flow%20Chart%20for%20CO%20Attainment%20and%20Weightage%20Calculation.pdf>

Tools used to evaluate the direct attainment of COs are:

1. Internal Exams

- Mid-semester exams
- Quiz
- Lab performance
- Lab viva/quiz

2. External Exams

- Theory exams and Practical exams (conducted by RGPV)

**Internal and External Assessment:**

- The rubrics, set by the institute, are used by faculty for evaluation.
- The internal assessment marks for theory subjects are based on mid-semester exams, assignments, quizzes in respective courses.
- The faculty prepares mid-semester exam question papers, assignment questions, quizzes, etc. to circulate to the students. Responses are checked and analyzed for attainment purposes.
- The attainment of courses with practical are based on lab performance records, which includes student performance in quizzes, viva-voices and experiments.
- CO Attainment Weightage values are based on the following criteria:

S. No.	Marks %	Attainment Value
1	0-39%	0
2	40-49%	1
3	50-59%	2
4	Above 60%	3

To evaluate the indirect attainment of COs, a course-end survey is conducted at the end of each semester for all the courses.

**PO Attainment Process:**

To evaluate the skills of students, a weightage is set between the COs and POs for each course, which is called CO-PO Mapping. The strength of mapping is expressed at three levels, Low (1), Medium (2), and Strong (3).

PO attainments of all the courses are evaluated using direct and indirect assessment methods.

- **Direct attainment** is taking averages of CO-PO attainment in all courses



- **Indirect attainment** is measured by program exit surveys, which are conducted at the completion of the program.

### Weightage calculation method for each PO

$(CO1 \text{ Value} * CO-PO \text{ Mapping Value} + CO2 \text{ Value} * CO-PO \text{ Mapping Value} + CO3 \text{ Value} * CO-PO \text{ Mapping Value} + CO4 \text{ Value} * CO-PO \text{ Mapping Value} + \dots) / \text{No of CO mapped with PO}$

<http://naac.sirtbhopal.ac.in/NAAC-SSR/2.6.2/2.6.2%20Flow%20Chart%20for%20PO%20Attainment%20and%20Weightage%20Calculation.pdf>

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3

#### Pass percentage of Students during last five years (excluding backlog students)

**Response:** 95.16

#### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
917	855	812	827	742

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
976	938	825	845	780

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1

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

**Response:** 3.71

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)*

**Response:** 45

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

2022-23	2021-22	2020-21	2019-20	2018-19
16.15	0	5.17	17.93566	5.746

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

The institute knows the importance of developing an ecosystem for research and innovation as it will be helpful for the students, faculty members and all the stakeholders. For that, the institute has established an ecosystem for innovations that includes the well-documented R&D policy since 2018, the Entrepreneurship Development Cell (EDC) since 2019, the Institute Innovation Council (IIC) since 2019 and the Intellectual Property Rights Cell (IPR) since 2021.

R&D policy motivates the faculty members to work on quality research. Faculty members are permitted and motivated to pursue Ph.D. Faculty members pursuing a PhD can avail of on-duty leave. Financial support is given to attend the conference or workshop. The faculty members are motivated to apply for research grants. Industrial experts are invited to the institution for interaction with faculty and students to promote the industry's need-based research. Senior academicians are invited to share their expertise. Industrial workshops are conducted to provide exposure to real-life problems.

EDC motivates students and guides them to create new businesses. The Smart India Hackathon 2020 was held within the framework of EDC. The Institute mentors do hand-holding to identify the student's idea which can move for the incubation. High-quality interactive sessions are scheduled for all interested students. The institute appreciates novel ideas and provides infrastructure, amenities and technical support to transform them into new products and services for the betterment of society. The EDC provides all the support like planning, mentoring and time-related execution support to all the aspirants for their start-up ideas to convert into real business facilities.

Institute organize different activities to create successful engineering graduates and transfer knowledge through IPR Cell. The institution continuously encourages students and professors to file patents and organize conferences/workshops on IPR. The IPR Cell is specifically committed to providing IPR services. The institute bears all fees associated with setting up consultations and submitting patent applications.

With the support of faculty members, the Institute has formed IIC to inculcate a culture of technical innovation among students. The primary goal of the cell is to encourage, excite, and nurture young students by assisting them in developing new ideas and prototyping them during their technical education.

The qualified faculty members of the institute consistently motivate and guide students to be a part of various technical competitions conducted by the government and non-government bodies. The institute has a well-equipped library and a digital library. A high-speed Internet connection and desktop were provided in all departments so that professors and students could carry out their academic and research activities.

With all these facilities, the faculty members and the students are doing good job in the field of research, innovation and entrepreneurship. They are self-motivated to involve in various research and innovation activities which will benefit society. Students of the institute always participated in technical events like the Smart India Hackathon and other similar events. The institute is doing exceptionally well in IPR. Further, the Institute is successful in receiving grants for conducting events and doing high-end research.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.2.2

***Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years***

**Response:** 53

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
11	12	17	12	1

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

### 3.3 Research Publications and Awards

#### 3.3.1

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response:** 0.38

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
82	40	25	12	12

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 3.3.2

**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 5.54**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
506	415	467	492	589

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.4 Extension Activities****3.4.1****Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.****Response:**

The Sagar Institute of Research and Technology always encourages faculty members and students to participate in outreach activities with the main focus of providing benefits to the nearby community and spreading awareness among the masses. The institute actively participates in providing awareness of social concerns and engages in the overall development of the rural community. The students are our backbone and are the governing members of such activity under the guidance of our experienced faculty members. The institute involves the students in a view that the students should know the strengths and weaknesses of our society. The institute has a registered Foundation i.e. True Sage Foundation under the umbrella of which, such activities take place.

The institute has an NSS and NCC wing with a large number of students registered as cadets in it and is headed by a certified faculty of the institute. The students of NSS play a dominant role in coordinating such activities organized by the institute. Apart from that, we have a Student Activity Cell (SAC) from

which we identify the students who can contribute to the noble cause. A team from the institute along with experts from outside helps the nearby communities by conducting activities like Seminar on AIDS, its awareness camps and providing information on HIV spread through Nukkad Natak, Sanitary pad distribution camps, health awareness programs for children and adults, visit to old age home, Plantation program, Blood Donation Camp, World Yoga Day, women empowerment and many more. The team visits the slum area to distribute food and clothes to the children and conduct a special program of health and hygiene.

A team of students often visit the places and spread awareness of study in life among the kids of those areas. They also used to teach those kids so that their interest towards education would increase. During winter, the team distribute woollen cloths, whereas during the rainy season, umbrellas and raincoats are distributed. At the time of COVID, a mask distribution and food distribution campaign were initiated by the institute under the banner of the TRUE SGAE foundation and well appreciated by the nearby community. Our students contribute to society through regular visits to old age homes and the distribution of food in hospitals and the less fortunate. A strong bond between the institute and the community is created by various events through the efforts of the students and faculty members.

All such activities develop our students to be better human beings and impart ethical values to them. Such activities help in the holistic development of students and enhances their confidence which will ultimately improves their performance during placements and competitive exam. Involvement of students in these activities helps them to understand the major problems of our country. This also benefits them to gain leadership skills as well as a sense of responsibility towards our Country.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2

#### **Awards and recognitions received for extension activities from government / government recognised bodies**

##### **Response:**

Extension activities serve as a vital bridge between academic institutions and society, fostering community engagement, empowerment and sustainable development. The prime objective of carrying out the extension activities is to demonstrate the commitment of the Institute towards societal welfare and national development. The receipt of awards and recognitions for extension activities catalyzes institutional growth and development. Institution leverages these achievements to enhance their reputation, attract funding opportunities, and forge strategic partnerships with government agencies, NGOs and other stakeholders. Moreover, such accolades inspire faculty, staff, and students to strive for excellence, fostering a culture of innovation, collaboration and continuous improvement across the institution.

SIRT has always conducted numerous extension events outside of campus with the cooperation of the administration following group HR policy to promote involvement from both faculty members and students. As a result, faculty members and students used to perform very well and received awards and letters of commendation from government and non-government entities. SIRT students have taken part in several social service initiatives, including medical camps in nearby rural villages, emergency blood donations to the needy, health awareness camps for adults, women and children, food distribution to the slum areas, clothes distribution to the slum area during all the seasons in cooperation with NSS wing and TRUE SAGE Foundation.

The letters of appreciation, awards, and recognitions received by the institution, faculty members and students of the institute from different governments and other recognised bodies. The various categories of awards received by the Institute include being ranked 16 among the Top Private Engineering Colleges in West India in THE WEEK Hansa Best College Survey, Competition Success Review Top Institute in India Award, Award of Appreciation from Education Excellence award, certificate of membership from CMAI and various others.

Our faculty members and students have actively participated in the extension activities organised by different agencies. As a result, their contributions are recognised as awards or appreciation. The various categories of awards and certificate of appreciations include Certificate of Excellence from Bharat Gaurav Puraskar, Srijan Award for helping the students to achieve Excellence in the subject, award of qualifying the NPTEL online certification course funded by the Ministry of HRD, Government of India, Certification on Artificial Intelligence for Everyone Coursera, IBM Cyber Security Analyst Professional, Certificate of appreciation for delivering the expert lecture under MPHEQIP, Smart India Hackathon, 2022 Winner Award, Science and Technology Model runner position in 10th Bhopal Vigan Mela 2023 organised by Madhya Pradesh Council of Science and Technology, Bhopal and Vigan Bharti, Second prize for the Project Event in State Level Project Expo 2k22 organised by NRI Institute of Information Science and Technology-Bhopal, Winner of Badminton (Men’s Singles) competition held in Advitya’24 Sports Fest of Vellore Institute of Technology-Bhopal, Certificate of participation in Regional Meet at AIMSRS, Indore, etc.

The multitude of awards and recognitions bestowed upon our extension activities by government and government-recognized bodies significantly underscores our institution's commitment to community engagement and reflects our commitment to excellence and societal enrichment.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.3**

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response: 55**



### 3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
30	13	1	10	1

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 29

<b>File Description</b>	<b>Document</b>
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	<a href="#">View Document</a>
List of year wise activities and exchange should be provided	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

#### Response:

Sagar Institute of Research and Technology (SIRT) is ideally nested in the natural landscapes of Bhopal. SIRT has a huge campus spreading over 6.91 acres situated in heart of city. The institute ensures adequate availability and optimal utilization of physical infrastructure is carried out based on the suggestions from Heads of the department after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also student's grievances. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments.

Following academic facilities are available at institute:

- 1) 55 Classrooms: with good acoustic conditioned with green boards & 60 seating capacity each
- 2) 12 ICT-enabled classrooms (60 Seating capacity each)
- 3) 10 Spacious classrooms (80 Seating capacity each)
- 4) 8 Tutorial rooms (30 seating capacity each)
- 5) 64 Well-equipped laboratories
- 6) 22 Computer lab with latest Technology
- 7) 2 Language lab with Language lab Software K-Van
- 8) 5 Multipurpose Wi-fi and AV-enabled halls
- 9) 3 Drawing Hall (60 seating capacity each)
- 10) 42 Wi-Fi-enabled Faculty room
- 11) Workshop

12) Placement-Cell

13) Incubation Centre in planning

14) EDC Cell

15) 2 Auditoriums (with capacity of 1000 and 200)

The Institute's campus is equipped with 300+ digital Camera which are installed at all strategic locations including Classrooms, Faculty rooms, Auditorium, Library, Corridors & all outdoor spaces.

SIRT has a library block of 715 SqM with separate stack section covering 230 SqM and presently has a collection of 50,000+ books which include Textbook, Reference book on various subjects for students and faculty. The Institute's Library offers access to E-Journal, E-book through DELNET IEEE Library Management system. Most advanced Computer was provided to students and faculty members to access the Digital Library using ID and password.

The Institute has two multipurpose Auditorium viz. Anubhavanand Auditorium (with capacity of 1200+) and Shivanand Auditorium (with capacity of 200+) with Wi-Fi and Audio Visual facility. Auditorium is used for academic activity like Seminar, Faculty Development Program, Conference and cultural activity held throughout the year.

The Institute has a separate campus for Boys Hostel (J.C. Bose) and two Girls Hostel (Mother Teresa and Annie Besant) with adequate mess facility. Hostel is also having recreation rooms for various activities.

Sports and extra-curricular activities are an integral part of live at SIRT. The Institute has a separate Sports complex with adequate sports facility like Badminton court with wooden floor, Table Tennis, Carom and other indoor games. There is a separate Yoga room in sports complex with qualified Yoga trainer. The Institute has a multipurpose ground used to host Cricket, Volleyball and Athletic tournaments. Gymnasium has cardiovascular equipment including treadmills and elliptical, dumbbells, z-rods, leg presses, bench presses and multiple-weight training equipment. In addition to this, free weights section available for stretching and cool down.

The Institute is committed towards holistic development of students. Students are encouraged to participate in different extracurricular co-curricular activities, sports activities throughout the year to uplift their capabilities which helps them to make future ready for global opportunities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

*Percentage of expenditure for infrastructure development and augmentation excluding salary during*

*the last five years*

**Response:** 29.07

**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
265.92953	156.08133	142.38119	207.7381574	145.41899

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

**Response:**

Our Institute's library provides a diverse range of learning resources such as Books, E- journals, Digital notes to enhance the academic progress of the student. The library is built on an area of 715 SqM with a separate stack section covering 230 SqM for learning, collaborative and intellectual exchange. The reading hall is built on an area of 158 SqM and has a seating capacity for 100+ individuals. The library holds a vast collection of total 50,000+ books which extends help to all the branches and courses being offered in the institute. More than 300+ books are issued per week.

**Library Management System (LMS):**

The institute uses Library Management System to manage the library's catalogue which assists in maintaining records of book transactions. The chosen software is not only user friendly but also meets the needs and requirements to run the daily operations. It enables the librarian and other staff to keep track of available and issued books.

Year	Name of ILMS Software	Nature of Automation	Version	Year of Automation
2018-19	Biblio	Fully	0.6	2018
2019-20	Biblio	Fully	0.6	2018
2020-21	Biblio	Fully	0.6	2018
2021-22	Biblio	Fully	0.6	2018
2022-23	Koha	Fully	2.3	2023

#### Key Features of Library Management System:

- **Category Management:** The LMS maintains a comprehensive list of categories, including books, journals, newspapers, magazines, etc., enabling users to easily navigate and access relevant resources. Books are sorted by subject, enhancing the efficiency of the library.
- **Book cataloguing:** A simple method for adding new books allows librarians to seamlessly update the library's collection, including pertinent information such as title, author, publisher, publication date, price, and purchase details.
- **Check-in/Check-out:** The LMS facilitates smooth check-in and check-out processes, enabling users to borrow and return materials efficiently.
- **Reporting:** The system generates various types of reports, such as the total number of issued books, returned books, book summaries, etc. Additionally, it offers a straightforward approach to identifying the distribution of books to specific users, enhancing administrative oversight and decision-making.
- **Book Status Inquiry/pack facility:** Users can easily inquire about the status of a book, including its availability, location, and borrowing history. This feature enables patrons to make informed decisions when accessing library resources.
- **Digitalization:** The library provides access to databases of eBooks, e-Journals by using DELNET and IEEE subscription and other electronic resources through a well-equipped e-library. Users can access these resources seamlessly for educational and research purposes in a Wi-Fi-enabled environment.
- **Digital Library Resources:** The LMS offers access to a wide range of digital resources, including blogs from academics, biographies, dictionaries, competition exam preparation materials, and job portals. These resources enrich the learning and research experience, providing users with valuable information.

To enhance critical and analytical thinking wide range of books are available for the overall development of student. The Institute's library has been instrumented in imparting lifelong learning skills among student preparing them for academic and professional success in rapidly evolving world.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

### 4.3.1

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

**Response:**

SIRT has well defined IT policy since 2008, yearly updations done in this as per requirement with a vision to provide IT support system for an excellent teaching and learning environment. The institute provides **500 mbps** internet connectivity to students, faculty members, trainers and other stakeholders. Institute provides access to online learning Platform and digital library to students, faculty and administrative staff which benefits from a robust IT ecosystem that enhance the teaching and learning experience. Institute has charted out its own IT policy as well.

The policy has been classified into the following domains -

- Hardware and software procurement policy
- Hardware installation policy
- Software installation policy and licensing
- Network use policy
- Wi-Fi use policy
- Faculty use policy / Responsibility of department
- Instruments used policy / Responsibilities of Student
- Antivirus protection, Cyber Security and renewable policy
- Maintenance policy for system and network

The Institute has the following IT facilities:

**Server:** The Institution has high end servers for academic activities.

**Computer System:** The Institute has 947 Computers in labs with the latest software and the student computer ratio is 4:1.

**Computer Laboratories:** Every department has its independent Computer labs with LAN and internet facility. To enhance spoken learning a separate language lab is established in Department of Applied Science with appropriate Language software.

**Open-Source Software:** Institute makes use of Open-Source Software and also has licensed software for effective learning. All type of software is maintained and renewed regularly.

**Wi-Fi Facility:** The institution has high-capacity Wi-Fi facility through various access points in the Campus with concurrent access speed of 100 mbps for faculty, students and others.

**Backup Facility:** All the systems have been provided with robust backup devices through the uninterrupted power supply for the system.

**IP Camera:** The Institution has 34 IP cameras for covering non-academic areas (parking, open ground and canteen), along with 181 surveillance IP cameras installed in the academic zone.

**HD Camera:** The Institution has 45 HD cameras for security purpose.

**Analog Camera:** The Institution has 55 Analog cameras for security purpose.

**Barcode reader:** 2 Barcode readers for accessing barcode at library

**LED Display board:** 7 LED Display board installed at different location.

**Digital Video Recorder:** 11 DVR (16-Port), 5 DVR (8 Port) , 1 DVR( 4 Port )

**Online UPS:** 25 Online UPS are installed at different locations for uninterrupted power supply.

**Generator:** 125 KVA power generators for uninterrupted power supply to whole campus.

**Printer:** 14 Laser Printer, 1 MFD Color printer

**Projector & Projector Screen:** 32 Projectors along with Projectors Screens installed in Classrooms and Labs.

The adequate budget is allocated every year for maintenance and up gradation of IT Infrastructure. Institute offers the various services such as: Wired and Wireless Network, Internet Access, Official Website, Official email service, data storage facility to stack holders The institute has installed firewalls on servers to protect networks from unauthorized access and loss of data.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

**Student – Computer ratio (Data for the latest completed academic year)**

**Response:** 4.37

**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

**Response:** 947



File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

##### 4.4.1

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 31.74

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

2022-23	2021-22	2020-21	2019-20	2018-19
388.210988	195.33328	152.00843	119.01953	147.276461

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 72.21

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3184	2819	2681	2336	1874

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

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

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 34.28

**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1793	1570	858	900	1000

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

### 5.1.4

***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

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

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 69.08

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
630	583	564	596	496

**5.2.1.2 Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
917	855	812	827	742

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	<a href="#">View Document</a>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.2.2

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

**Response:** 6.46

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
20	22	22	16	3

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</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 last five years**

**Response:** 37

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

2022-23	2021-22	2020-21	2019-20	2018-19
13	8	3	7	6

**File Description****Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

**5.3.2**

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 20.6

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	28	19	20	19

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

## 5.4 Alumni Engagement

### 5.4.1

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

**Response:**

A strong alumni network is the core of any successful educational Institute. SIRT has an Alumni Association which plays an important role in development of the Institute and guidance of its students through an active and supportive alumni community. The SIRT alumni Association has been active since 2012. The formal registration of the Association was done on 12 December 2020. The Association's principal goal is to keep the Institute and alumni connected and to build a pool of alumni accomplishments. We regularly arrange expert talks under the banner of "Hand Holding" where the prominent alumni expose students to the technology changes and business trends.

Every year, SIRT alumni members gather for an annual get-together, wherein they reconnect with each other and also interact with the current students. We also have four alumni chapters in Ahmedabad, Pune, Indore and Delhi where alumni meet have been conducted. Our alumni are spread across all major towns of the nation and also abroad.

### **Activities of the SIRT Alumni**

- To organize alumni talks from prominent alumni in various fields and give exposure to students, thus widening their horizons.
- To provide guidance to the students on varied career choices and latest developments in the fields of engineering and management.
- To encourage students to become entrepreneurs through interactions with our established alumni entrepreneurs.
- For placement support in the form of assistance in organizing campus drives and also recommending the students of SIRT in their current companies.
- To provide a platform for networking among alumni and also alumni and current students.
- To provide and disseminate information regarding their Alma Mater, its progress, its graduates, faculties and students to the alumni.
- To assist and support the efforts of alumni's in obtaining funds for development or contributions in terms of other donations for enhancement of facilities of the Institute.
- Organizing alumni meets once in a year at institute or at any of the chapter locations.
- Alumni share their expertise with the students for guidance in Projects / Placements / Contests / Internships and events like SMART INDIA HACKATHON etc.
- Prominent alumni are also members of Department Academic Advisory Council of each

department and are invited in meetings and inputs are taken from them to make improvements and reduce gap between academics and industry.

### Brief Summary of Alumni Activities

1.	Total Alumni meet in last 5 years	05
2.	Hand Holding (Alumni Talks) in last 5 years	10
3.	Alumni Contributions	05

The registered alumni cell of SIRT has been playing a great role in reconnecting with our alumni. The current students have also benefitted from their experiences and journey in their career. Our strong alumni base has been one of the mantras of success of the institute in our zone.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>



## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### Response:

#### Introduction:

Good governance plays a vital role in operating an institute. SIRT has effective leadership and governance, seamlessly aligning its actions with the institution's vision and mission. Governance and leadership of SIRT provide support to institute practices such as NEP implementation, institutional growth, and decentralization process. In the decentralization process, the Director of the institute forms various functional bodies such as Anti-ragging, Women Grievance, Grievance Redressal, Library Committee, Event Committee, SC/ST Committee, Hostel, Mess, Canteen Committee, Website Committee, Sports Committee, etc. To achieve institute mission and vision, SIRT governance and functional bodies execute the short-term and long-term Institutional Perspective Plan.

#### Institutional Governance and Leadership:

Institutional governance and leadership of SIRT involves the structures, processes, and practices through which the institute is managed, overseen, and governed which make sure accountability, transparency, and strategic direction to support the institute's mission and vision. SIRT governance ensures not only the regularity of meetings of various functional bodies but also the diligent execution of decisions, with comprehensive records maintained for actions taken. It ensures that the institution's vision aligns with its core values and serves the best interests of students, faculty, and other stakeholders. Some of the key points of institutional Governance are approving the institution's mission and strategic vision, establishing and monitoring effective systems of control and accountability, including financial oversight and physical resources management, monitoring institutional performance and quality assurance arrangements, and appointing and reviewing the performance of administration. Institute Leadership actively participate to sustained institutional growth ensuring that the institute navigates growth challenges successfully while maintaining its core values and quality standards.

#### NEP implementation:

Governance and Leadership of SIRT are prepared to make changes to augment the overall capabilities of the learners as per the **National Educational Policy (NEP-2020)**. The mission of the Institute is to adopt the latest IT-based tools in all disciplines to enhance experiential learning. Students can select project interdisciplinary. The RGPV University already includes some Interdisciplinary subjects in each UG course. We also allow interdisciplinary research in PG courses. Some of our faculty members also upgrade themselves by completing Interdisciplinary NPTEL courses. Some collaborative efforts for interdisciplinary publication are also done. Interdisciplinary conference organization is a regular feature

of the Institute. As we are NBA-accredited institute and follow Outcome-based Education, hence conduct various activities contributing to the development of ethics, humanities, Lifelong learning, and conservation of the environment etc. Expert lectures on ethics, NSS activities in society, workshops for lifelong learning, and the basic features at the Institute. Our first-year curriculum includes common subjects for all students so that each student must have basic information about all disciplines and can follow his/her interest irrespective of his/her core branch.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

#### Response:

#### Introduction:

A perspective plan for an institute typically outlines the short term and long-term goals, objectives, and strategies for development and growth. Perspective plan serves as a strategic tool for guiding the development and expansion of an institute, leading to enhanced quality, relevance, and sustainability in the long run. SIRT is have a perspective plan which is visible from its policies, well organized administrative setup, well define appointment procedure and service rule that support its commitment to deliver unparalleled educational standards.

#### Perspective Plan:

Perspective plan of SIRT has its tailored to its vision, mission, and context that ensures Transparency, Equity, Quality, Integrity, Commitment and Professionalism. Perspective plan of the institute based on short term and long term which is include Governance, Leadership & Management, Quality Assurance, Teaching Learning & Evaluation Process, Research, Development, Innovations & Professional practices, Human Resource Management, Technical & Internal Support system, Students Support & Progression, Infrastructure, learning Resources, Facilities, Engagement with alumni, Industry & society, Diversity, Outreach & Extension, Continuous Improvement.

#### Functioning of the Institutional Bodies:

SIRT has various functional bodies which work for the academic improvement as well as overall development of the institute according institute policies. Functional bodies of SIRT including Board of

Governance, IQAC and IAAC comprised of eminent educators and government nominees. The Governing Body convenes bi-annually to formulate policies that chaired by the Chairman, and ensure their effective implementation. Administratively, the Chairman, supported by key administrative personnel like the Director, Registrar, oversees the day-to-day operations.

### **Administrative Setup:**

The administrative setup in SIRT typically comprises various departments, offices, and administrative bodies responsible for managing different aspects of the institution's operations as per institution policies. The administrative team, including the Director or Deputy Director, Deans, HODs and other senior administrators, oversees the day-to-day operations and implementation of policies and decision as per perspective plan of the institution.

### **Appointment Committee:**

In institute, the faculty/staff appointment process is a crucial aspect that ensures the institute academic excellence. There are three primary categories of faculty/staff members at the institution that include academic, administrative and technical/non technical staff. For senior positions (from assistant professor or equivalent grade and above) the appointment committee of the institution serves as the appointing authority which is approved by the Board of Governance. This ensures fairness, transparency, and efficiency in faculty/staff appointments, contributing to the overall growth and quality of institute. The entire appointment procedure is handled by the HR department.

### **Service Rule and Procedure:**

The service rules and procedures of SIRT institute govern the employment conditions, rights, and responsibilities of faculty and staff, these rules are typically established to ensure fairness, transparency, and compliance with regulatory requirements. The institute has established clear guidelines for its service rules, promotion policies, leave policies and welfare programs. It's important for SIRT institutes to ensure that their service rules and procedures are documented, communicated effectively to employees, and administered consistently to promote a positive work environment. Additionally, SIRT periodic review and updates to these to adapt to changing organizational needs, regulatory requirements, and industry practices.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## **6.2.2**

***Institution implements e-governance in its operations***

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

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

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

#### **Introduction**

Welfare policies for an institute include various initiatives aimed at promoting the well-being and comprehensive development of faculty, and staff. These policies are designed to create a learning and working environment while addressing the diverse needs of the institute. SIRT is committed to incorporating all stakeholders in the growth and development of its workplace to create the "Happiest Place to Work".

#### **Performance Reviews:**

Performance reviews in SIRT have essential processes for evaluating the performance or contributions of faculty and staff. An annual review of performance is done. Promotions or salary hikes are given to the faculty members, based on the qualifications, services, and outcome of the performance appraisal. Performance evaluations are based on a predefined appraisal system relevant to the employee's role, responsibilities, and job performance. Every year all faculty and staff required to fill the self appraisal forms based on which promotion is provided to the same.

**Welfare measures for Teaching and Non-Teaching Staff include the following:**

1. **Medical facility:** Requisite premium pertaining to Medclaim policy of regular and contractual employees up to a ceiling of total policy amount of Rs. 1,00,000/- for staff & faculty members and Rs. 2,00,000 for Director/Dy Director/Dean/HoDs, will be reimbursed against production of photocopy of relevant receipt claim for this reimbursement should be made within the policy period concerned.
2. **Bus Facility:** All Staff members can use the College's transport services free of charge.
3. **Salary Advances:** All employees may receive a need-based advance in addition to their wage in emergency cases. Employee's Provident Fund (EPF) is only for non-teaching staff.
4. **Accommodation Facility for Faculty/Staff:** To facilitate recruitment of quality personnel from any corner of the country, family and single-type 'Staff quarters' are available in the SIRT campus and some of its unit offices. The outstation staff members can apply for this facility subject to availability.
5. **Sports Tournaments:** Sports tournaments are organized for students, faculty members, and non-teaching staff. We also have a sports complex with different courts such as badminton, basketball, table tennis etc.
6. **Leaves:** Teachers receive various types of leaves which are **Casual Leaves (CL):- 12, Official Duty (OD): Maternity Leave: On-demand, Semester Break- 6 Days/semester, SPL-Yes maximum 8 SPLs/year, Study Leave- Maximum 3 years.**

**Career Advancement Opportunities**

Career advancement opportunities in SIRT institutes encompass a variety of initiatives aimed at facilitating the professional growth and development of faculty and staff. SIRT promotes skill up-gradation opportunities for faculty and staff, under this scheme, it supports undergraduate (UG) holders to do post-graduation (PG) and postgraduate holders to do doctorate (PhD) degrees. Apart from this, SIRT also encourages faculty and staff to attend various types of certification courses which is sponsored by institutes as per institute policies. Institutions provide support for faculty research through funding, laboratory facilities, equipment, and collaboration opportunities with industry.

All the Faculty and staff of SIRT really appreciate all types of welfare policies and career advantage schemes and most of the employees are being benefited from the same.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.3.2**

**Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 29.06**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
103	32	61	56	38

File Description	Document
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**6.3.3**

*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

**Response:** 62.15**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
168	142	257	184	147

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
89	83	100	86	89

  

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

**Response:**

#### **Introduction:**

In self finance institute, fund mobilization and its utilization, play crucial roles in ensuring the smooth functioning and development of the institute. Sagar Institute of Research and Technology Bhopal is a self finance technical educational institute run under Rajiv Gandhi Pradyogiki Vishwavidyalaya Bhopal and does not receive any type of funding from the state government. Transparency and accountability in financial management are essential to ensure that funds are used judiciously and for their intended purposes. SIRT Institute adapts proper fund utilization strategies to changing economic conditions, regulatory requirements, and educational trends.

#### **Fund Mobilization:**

Being self finance institute, funds are mobilized by SIRT from Academic Fee, hostel Fee, and transport Fee. Academic fees are taken twice a year. It's just to offer essential amenities to the student.

## **Fund Utilization:**

Proper fund utilization requires effective financial planning, budgeting, and monitoring mechanisms. For that every academic year, the budget is prepared well in advance after taking into consideration the requirements of every department. Each department prepares its budget based on its requirements such as equipment, software, computers, printers, books for student and faculty activities, research and development in the departments as well as consumables required for the next academic session. When budget allocation is prepared by the department then HODs are submitted to the director's office for further action. The Director and the Head of Departments discuss the requirements and decide the priorities while allotting financial resources for various purposes and also ensuring optimum use of available financial resources.

The Director further discusses these budgets with the finance committee and after discussion and necessary corrections or modifications they prepared a final copy of the budget. The final copy of the institute budget is presented to the Governing Body for approval of budget. The budget is reviewed by the Governing Body and approved after necessary changes. Periodically, the Governing Body monitors the annual expenditure, scrutinizes the budget and provides feedback related to efficient use of financial resources. The Institute has standardized procedure for sanctioning of funds for various activities and also for settlement of advance and passing of bills for payment.

Generally, Utilization of the fund by the SIRT is as given below:

1. Infrastructure Development
2. Administrative and Operation cost
3. College Running and Maintenance
4. Counselling Expenses
5. Lab Expenses
6. Research and Development
7. Staff Salary/Remuneration Expenses
8. Staff and Students Welfare Expenses
9. Transportation Expenses
10. Institute Expenses

To guarantee optimal utilization of financial assets, the institute periodically reviews cash flow statements.

## **Financial Audit:**

SIRT has a chartered accountant to conduct financial audits. The auditors work independently and possess the necessary expertise and experience in auditing institute. Every year, account details are compiled and external audits are done as per rules and regulations, which are handled and controlled by the Finance Committee. Overall, financial audits play a critical role in promoting accountability, enhancing governance, and maintaining the financial health and sustainability of the institute.



File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

#### Response:

The IQAC Cell of the institute was established in December 2022. It started working towards maintaining quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for new courses. IQAC includes internal & external members to accommodate global viewpoint for the improvement of the Institute. The cell plays a vital role in maintaining and enhancing the quality of the institution and suggests appropriate measures to be adopted. The IQAC meets twice a year to plan, direct, implement and evaluate the teaching and research activities in the Institute. Monitoring and mentoring of academic and administrative activities is done on regular basis by registrar, head of departments & administrative officer which forms sub-committees. These sub-committees implement the IQAC guidelines & deals with various activities of the institute. The IQAC strives to spread quality culture through quality enhancement initiatives and strengthen best practices. Significant improvements in quality have been made by implementing conscious initiatives. Strategic planning of key areas and assigning responsibilities -

1. Academic results
2. Student technical training
3. Student soft skills development
4. Feedback analysis
5. Faculty development programs
6. Research and development
7. Interaction with industry
8. Outcome-based education.
9. Infrastructure development.

Presently we have Three NBA accredited courses and maintaining quality parameters for NAAC

In future, we are planning to:

- Effective implementation of NEP-2020 at institute level
- Partial course delivery by industry professional
- Enhancement of student placements through In-house summer internship programs & Orientation programs

- Increase in experiential learning
- Improve Alumni donations

Monitoring and mentoring of academic and administrative activities is done on regular basis by head of departments. Academic inspections are carried out periodically to assess the quality of academics. The inspections involve:

1. Review of academic practices
2. Mechanisms to identify and reform academic practices
3. Review of departmental facilities
4. Facilitate implementation of innovative methods in the departments
5. Self development of faculty members.

As per the information collected by head of departments, IQAC modify its decisions for quality improvement. Academic and administrative audit is the regular feature to

- Provide an endless growth through a faculty-driven approach.
- Promote synergy between disciplines and programs.
- Expose all departments to outside examination.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.5.2

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

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
NIRF report, AAA report and details on follow up actions	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

#### **Response:**

Gender sensitization involves raising awareness about gender sensitivity and promoting behavior modification to address gender equity concerns.

The campus of SIRT in Bhopal features a positive environment for gender equity. The college regularly conducts gender sensitization and gender equity programmes to encourage respect and dignity for female staff members and students. The college takes proactive steps to ensure that all of its members work in a gender-sensitive and safe workplace. Its regulation and policy guidelines protect the interests of the teachers, staff, and students without making any distinction based on gender.

SIRT strives to adhere to a congenial workplace culture. The Institute has constituted the Women's Grievance Cell with the prime objective to address all types of grievances related to female students and faculty members in the premises. The college actively organizes various workshops, events, and seminars with the objective to promote gender equity and to create an atmosphere that is conducive to the all-around development of female students. By providing necessary support and assistance, the Cell ensures that girl students feel safe and secure in college premises.

The prime objectives of the Women Grievance Cell comprise of –

1. To create and ensure a safe environment.
2. To create an atmosphere promoting equity and gender justice.
3. To make arrangements for appropriate psychological, emotional, and physical support (in the form of counseling, security, and other assistance)
4. To highlight the importance of health and hygiene.
5. To conduct awareness programs to emphasize the rights of women.

In order to cater to the security needs, the Institute has hired adequate and well-trained security personnel. Besides this, the Institute has a good surveillance system, where ample number of CCTV cameras is installed at various places including Main entrances, Canteens, Corridors, libraries, etc. The college campus has been equipped with various gym equipments to reinforce the physical health of students. In order to ensure the safety and comfort of girls, female sweepers are appointed for girls'

common rooms as well as vending machine is also installed.

Apart from that we have some other facilities in campus.

- In SIRT we have NCC unit for both boys and girls, especially where the girls students are actively participating in various NCC activities.
- We have Anti-ragging Committee to make sure that there are no instances of ragging in campus.
- We have Tutor-Guardian system in college campus. The TGs interact with students regularly and enquire about the students' overall performance and their personal problems, and refer them for counseling if necessary.
- The institute has provided separate common rooms for both boys and girls, with basic facilities for dining, refreshing and relaxation.

In SIRT we have taken a great care for girls and faculty members, where they have been protected for their better performance and to develop a multi-disciplinary approach for overall personality development which create a healthy work atmosphere.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2

**The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

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

File Description	Document
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

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

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of**

**students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)****Response:**

The institution is in full support of the concept of “Unity in Diversity”. The institution also works to build an inclusive environment which promotes harmony towards the cultural, regional , communal, socioeconomic, and other diversity.

The institute initiates a variety of celebrations like national/international commemorative days, various festivals, events, various NCC and NSS activities, students club activities which brings all the students as well as teachers of diverse backgrounds on a single platform. These events and functions help in developing a resourceful environment and blooms the feeling of togetherness. The institute make sure that education is being assessed by all following the rules and regulation of the government. Regular morning prayer is a beautiful feature of the institute which teach the students the values that inculcates unity. The Institute organizes Orientation programme for the newly admitted students every year which helps students in overcoming regional, social, and cultural differences. The Institute organizes induction programmes for the students to make them aware of the culture, values and about the organization itself. The college has Student Activity Centre which has total 8 clubs namely Utkarsh club, Manchan club, Arjun Club, Discipline club, Kalpana Club, Shikhar Club, Tarang Club, and Chalchitra club. These student clubs also organize various events and activities for the students which gives opportunity to the students reflecting the cultural and social harmony of India, bringing the feeling of unity and togetherness and foster the sense of community and understanding. Students also get scholar ships and fee concessions from the government according to the norms as well as from the management. The institute with the help of student activity centre organizes various events and celebrations that highlight and honour various cultural, religious and traditional events promoting a sense of community and understanding. The NCC and NSS units of college also organizes various events and activities on regular basis to promote cultural harmony, national unity and to promote socioeconomic growth. Awareness programs are organised by the NSS units on various important days. NSS organizes activities promoting the social services like blood donation camps, distributing woollen clothes to destitute, helping in orphanages etc. The NSS unit educates the slum area children about human values, human rights as well as health and hygiene. The faculty, management and staff members also help in creating an inclusive environment encouraging unity in diversity. Various talks are organized on value education and human values by the management time to time. The Institution organizes awareness programmes for students and faculty on human fundamental rights, gender equality, and responsibility as citizens. The college provide opportunity to the students to bridge the gap of generations and understand the problems of elderly citizens and caring them. National festivals like Republic Day, Independence Day are celebrated with a great enthusiasm nurturing the patriotism. Regional festivals are also celebrated timely. These events maintain the individual unity and respect regardless of the religion, caste and culture.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</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**

**Response:**

### **BEST PRACTICE 1**

**Title: Students Progression Index (SPI)**

**Objectives:**

The Students Progression Index (SPI) is a comprehensive program developed for students from their first to final year, aimed at enhancing their professional skills. It offers a series of courses designed for each academic year, delivered by Training and Placement (T&P) trainers. Upon completing a course, students undergo assessments. The primary objectives of SPI include:

- 1.Improving communication and presentation skills.
- 2.Enhancing the English listening, reading and speaking skill set, necessary for professionals.
- 3.Bridging the skill gap between the institute and the industry.

**Context :**

The bulk of students come from rural backgrounds, often lacking the communication proficiency, confidence and competence necessary for today's competitive job market. Securing employment immediately following their degree is a priority for most of the students. Institute has focus on such students. For this, the Institute has developed the Students Progression Index (SPI) program. SPI aids students in identifying their strengths and areas for improvement, facilitating personal growth by evolving their mental models. It focuses on enhancing essential skills such as effective listening, reading, and speaking through regular training sessions.

**Practice:**

The SPI doing work for continuous placement preparatory includes language enhancement program, quantitative aptitude program, life skills. Students are trained in soft skills, quantitative reasoning, verbal aptitudes, personal grooming, presentation skills, resume writing, personal interviews and GD techniques. This includes regular trainings/sessions/classes on the required skills.

To facilitate this, courses are designed and structured according to academic years. Pre-assessment and post-assessment tests are administered to evaluate students' competencies in specific domains. Pre-assessment determine students' proficiency levels prior to course instruction, while post-assessment measures their learning outcomes following course completion.

**Evidence of Success:**

Programs relevant to professional enrichment proved to be successful, through the consistent rise in



placements and the number of offers received by the students. The students are placed in many MNCs and IT companies like TCS, Capgemini, HCL, Wipro, Infosys, ByJus, Accenture, ICICI, Hexaware, Tech Mahindra, Upgrad, Walmart, PlanetSpark, Adani, Morgan Stanley, Jaro Education, Liugong, Concerntrix, Kelp, DronaHQ and so on through on-campus and off-campus drives.

The module has helped the students to get placements even after they passed out. The confidence level and body language of the students have significantly enhanced. It has helped to enhance the competitive environment among students.

### **Problems Encountered and Resources Required:**

Many students come from villages and rural regions, often unsure of their own capabilities and potential. At first, they struggle with nervousness and uncertainty concerning their future prospects due to a lack of familiarity with test and interview preparation. However, through intensive training and dedicated support right from the beginning, these mental barriers can be dismantled.

The following Challenges are encountered in SPI

- Due to socio-economic background of the students, the confidence level is low.
- Influence of mother tongue in communication.
- Difficulty in covering 100% students.
- Problem in execution as per the plan due to unavailability of sufficient time slots.

The following resources required in SPI

- Sufficient skilled faculty
- Person for clerical work

## **BEST PRACTICE 2**

### **Title: SIRT Student Ambassador Council (SSAC)**

#### **Objectives:**

SIRT Bhopal has initiated the SIRT Student Ambassador Council (SSAC) with the aim of developing a dynamic environment for students to develop problem-solving skills, draw inferences, and cultivate leadership qualities. The council is dedicated to organizing events and coordinating essential resources, thus facilitating the overall and holistic development of students.

Outlined below are the objectives of SSAC

- Facilitate the holistic development of students through a variety of engaging activities.
- Provide students with opportunities to pursue their interests and passions.
- Encourage students to showcase their diverse talents and abilities.

## **Context:**

The Institute is dedicated to nurture students to develop managerial and leadership competencies, thereby enriching their employability and professional skills. In line with this vision, the SIRT Student Ambassador Council (SSAC) has been established to complement the academic curriculum through different cells and task groups.

## **Practice:**

Under the guidance of academic members, students organize a variety of events, contributing their time and efforts to cultural events, ideation sessions, entrepreneurship programs, research initiatives, conferences, coding competitions, seminars, workshops, and NSS activities, among others. The holistic development of students is actively fostered by SSAC.

SSAC consists of numerous cells and task groups. They are

- **Student Activity cells (SAC)**

All cultural programs are organized under Student Activity cells (SAC). SAC has seven different clubs.

- **Ideation task group:**

The ideation task group runs different drives at different times for calls of different ideas from faculty and students. Best ideas are selected and implemented.

- **National Social Service (NSS) cell:**

NSS at SIRT is formed to develop a sense of social responsibility and utilize knowledge in search of solutions to individual and community problems.

- **Entrepreneurship Development cell (EDC):**

The Entrepreneurship Development Cell (EDC) is a vital entity within academic institutions and organizations focused on nurturing entrepreneurial talents among students and promoting a culture of innovation and enterprise.

## **Evidence of Success**

The SSAC ambassadors undertake responsibilities across various cells and task groups, contributing to a range of activities. Participation in SSAC activities has led to diverse outcomes for students, including placements in renowned companies such as TCS, Wipro, Infosys, Capgemini, HCL, and others. Additionally, some students have embarked on entrepreneurial ventures. These outcomes reflect the impact of SSAC in empowering students

## **Problems Encountered and Resources Required**

SSAC is responsible for organizing various activities but are not directly part of the curriculum. Thus,

several challenges arise. Main issues are given below.

- A primary difficulty lies in ensuring the growth of these programs without disrupting the normal classroom activities or the day-to-day teaching and learning processes within the department.
- Students face constraints in making announcements as they are not permitted to do so during classes
- Attempting to promote events during lunch hours presents a challenge due to the limited duration, resulting in less outreach and lower participation rates.

#### Resources Required

- Active and self-motivated students are required.
- Fund raising brains and groups are required.
- Branding team is required.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1

**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

### **Title: Excellence Awards and Recognitions for Sustainable Development**

#### **Introduction:**

SIRT is committed to provide a holistic learning experience that emphasizes academic quality, good student results, and a culture of excellence. Our dedicated faculty members are actively engaged in both teaching and research, as evidenced by their success in securing research grants from prestigious agencies like SERB, AICTE MPCST, and DST. Their expertise and commitment extend beyond the classroom, as they actively guide students through various value-added programs like seminars, workshops, industrial visits, expert talks, and more.

SIRT recognizes and celebrates the outstanding contributions of its faculty and staff. We have a well-established awards program that acknowledges excellence in academics, research, co-curricular and extra-

curricular activities. These awards include weekly, monthly, and yearly recognitions, along with special Director's Elite Member. Furthermore, the institute provides ongoing support and empowerment to its employees, including recognition for long-term service and assistance during challenging times. Details of the various awards and their selection processes are provided in the following sections.

### **Performer of the week:**

The faculty and staff at the institute are dedicated to foster student development. To achieve this goal, they participate in various task groups aimed at enhancing the college experience. Faculty members diligently work towards the advancement of students, focusing on academic excellence, positive outcomes, research endeavors, intellectual property rights, promotional efforts, and sports. Outstanding performers are recognized through the selection of a "Performer of the Week" based on their exceptional contributions, as assessed by respective Heads of Departments and conveyed to the Director. The Director's office announces the chosen recipient, and these exemplary individuals receive acknowledgment from the Institute's management.

### **Monthly Award:**

The process for selecting monthly award recipients is as follows:

At the end of each month, nominations are solicited from both faculty members and Heads of Departments (HODs). Faculty members complete MAF1 nomination forms and submit them to their respective HODs. HODs, along with directors, review the nominations, provide comments, and assign ratings on the MAF1 forms. Subsequently, HODs complete MAF2 forms and submit them to the director's office. The director provides marks to the HOD. The HOD and faculty member with the highest rating is chosen as the recipient of the monthly award. These awards are announced during Institute meetings attended by all HODs, the director, and the Honorable chairman, to recognize and honor the achievements of both HODs and faculty members. Furthermore, the announcement is displayed on the Institute's notice board and social media platforms to inspire and motivate employees.

### **Yearly Award:**

Those who demonstrate outstanding contributions throughout the year, benefiting students significantly, are honored with yearly awards. Each HOD nominates faculty members for consideration. The final selection is made by the director, who chooses the most deserving recipient to be presented with the yearly award.

The presentation of these awards takes place during the foundation day celebrations of the SIRT, graced by the presence of the Honorable Chairman and other dignitaries. Recipients of the yearly award are distinguished by wearing special badges while carrying out their duties, symbolizing their exceptional achievements. This recognition not only boosts morale and motivates dedicated stakeholders but also instills a sense of pride in being recognized as achievers within the institution.

### **Director's Elite member**

Faculty members who exhibit leadership qualities, a positive attitude, strong involvement, focus, dedication, and sincere commitment are eligible for selection of the Director's Elite. The Director

provides guidance and mentorship to these chosen faculty members. The primary aim of this mentorship program is to enhance the skills of selected faculty members and elevate the overall happiness index within the institution.

Selected faculty members are entrusted with additional responsibilities, which may involve contributions to academics, research and activities. This opportunity not only recognizes their exceptional qualities but also provides avenues for their professional growth and development.

## **Employee Longevity Recognition:**

Employment longevity recognition marks the extended tenure of an employee who has dedicated considerable time to the Institute. This significant celebration serves as a profound gesture of appreciation towards our most loyal faculty members and acknowledges their enduring commitment to the Institute over a substantial period.

## **Empowerment of Employees**

It is a tradition at our college to support and empower our employees. As part of this commitment, the Institute provides an award of Rs 11,000 to faculty members who welcome a girl child into their families. Additionally, employees receive fee discounts for their children attending schools and colleges within the group. These initiatives foster a sense of belonging among employees and strengthen the bond between employer and employee, resulting in an excellent retention rate.

Moreover, during challenging times, staff members have the opportunity to admit their dependents to Apollo SAGE Hospital, which offers top-tier medical and healthcare services at a reasonable cost. This comprehensive support ensures that employees are empowered and provides them with the best possible resources and assistance.

## **Support during tough times**

The Institute has consistently extended a helping hand to humanity, a commitment that shone brightly during the COVID-19 pandemic. Tragically, some of our employees lost their lives during this challenging period. In response, we sought to alleviate the burden of this profound loss by offering suitable employment opportunities within our group to the dependent family members. This gesture of humanity and compassion underscores our belief that all employees are integral members of our extended family.

During difficult times, the Institute remains steadfast in supporting every member of our community. We stand together, offering unwavering support and care to every family affected by adversity.

## **Outcome**

The appreciation and awards bestowed upon faculty members and staff serve to recognize their outstanding contributions within their respective domains. Such recognition not only boosts faculty retention rates and fosters a sense of belonging and happiness among employees but also indirectly contributes to the overall improvement of students' experiences. By creating an environment where excellence is celebrated, the Institute promotes sustainable development for students, faculty, and staff.

This holistic approach not only enhances the Institute's reputation but also benefits society at large.

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

## 5. CONCLUSION

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### Additional Information :

The Sager Institute of Research and Technology (SIRT) is an established name in education in central India. At present three programs of the institution are NBA accredited. Institute has received commendable rankings within Madhya Pradesh by various rating agencies. Combination of strong mentorship, cutting-edge infrastructure, and a commitment to innovation and entrepreneurship has positioned SIRT at the top place in higher education. Institute is included under 2(f) by UGC.

SIRT promotes innovation and entrepreneurship through its Institution's Innovation Council (IIC) and Entrepreneurship Development Cell (EDC). Key achievements of the IIC include winning first prize at the IIC Regional Meet at Acropolis Institute of Management Studies and Research, Indore. The Ministry of Education's Innovation Cell has awarded SIRT a 3-star and 4-star performance ratings. Additionally, SIRT has developed advanced and basic level Innovation Ambassadors and successfully submitted innovative ideas and projects to IIC through the YUKTI Innovation Challenge.

The EDC at SIRT conducts surveys to identify students interested in entrepreneurship, guiding and assisting prospective entrepreneurs on project reports, business plans, and technologies. The EDC also organizes guest lectures, seminars, webinars, industry visits, and skill development training programs. The EDC has achieved notable successes, including first prizes for innovative ideas at regional meets and national-level competitions. The student team won the Inter-University Business Pitching Competition, securing a remarkable monetary prize. Additionally few teams secured first position outside campus in the Shark Tank event, further showcasing the entrepreneurial talent nurtured at SIRT.

Institute is in process of establishing an Incubation center. Application with reference No HIBIMP005452 is already submitted to MSME.

Daily Morning Prayer is the ritual we follow at our institute to bring vitality and mortality in the life of stakeholders. Gender empowerment strategies, Environmental sustainability methods, inclusiveness, emphasis to code of conduct have created harmony among stakeholders. All these practices along with strategic planning/implementation, best practices, distinctiveness and quality assurance mechanism have contributed in overall development of students.

<http://naac.sirtbhopal.ac.in/NAAC-SSR/Executive%20Summary/Additional%20Information.pdf>

### Concluding Remarks :

The institute has a 20 years old legacy; It is established in year 2003 by visionary leader Er Sanjeev Agrawal. Since then institute has achieved many milestones. Institute intake has reached 1900 in 2023 from 240 in 2003. Few departments are NBA accredited.

The institution has well defined strategic plan drafted in line with the institute vision, mission and is monitored by periodic reviews among the senior functionaries. IQAC has been contributing significantly to sustain and enhance the quality in all respects of the institution functioning. The faculty and staff are governed by the service rules of the institution in line with the regulatory bodies.

Institute is following systemic academic practices such as outcome based education with well-defined COs, POs and PSOs for each of the courses as per the guidelines of NBA. ICT tools have been used in the delivery of the courses and hands-on training has been offered in advanced courses in addition to the regular laboratory experiments

Various add on courses are also integral part of education to achieve overall development of student. Institute

organizes many technical events like “Technosaga”, Science day , Engineers day etc. to transform the innovative ideas of the students in the form of models and designs and encourages them to participate in national and international student competitions through department student bodies. The T&P cell imparts necessary training for the students and assists them in securing placements

The faculty members are always encouraged to improve their technical skills. The R&D cell continuously helps students and faculty members in research publications, submission of project proposals, patents, and copyright filing.

The institution always strives to progress continuously through proper planning and execution of all activities for overall development of all stakeholders and produce employable graduates at global level.

This institute is committed to delivering quality education for bright future of students also continually evolving to adapt changing environment. NAAC accreditation will be one of the milestone in that direction.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b></p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :41</p> <p>Remark : DVV has made the changes basis the supporting shared by the HEI</p>																				
1.2.2	<p><b><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></b></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>2666</td> <td>2499</td> <td>1696</td> <td>1496</td> <td>1441</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>1642</td> <td>2499</td> <td>991</td> <td>1351</td> <td>779</td> </tr> </tbody> </table> <p>Remark : DVV has made the necessary changes basis the supporting shared by the HEI</p>	2022-23	2021-22	2020-21	2019-20	2018-19	2666	2499	1696	1496	1441	2022-23	2021-22	2020-21	2019-20	2018-19	1642	2499	991	1351	779
2022-23	2021-22	2020-21	2019-20	2018-19																	
2666	2499	1696	1496	1441																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
1642	2499	991	1351	779																	
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p>1.3.2.1. <b>Number of students undertaking project work/field work / internships</b></p> <p>Answer before DVV Verification : 3174</p> <p>Answer after DVV Verification: 2980</p> <p>Remark : DVV has checked the documents shared by the HEI and have removed the duplicates in the data shared</p>																				
2.1.2	<p><b><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></b></p> <p>2.1.2.1. <b>Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b></p> <p>Answer before DVV Verification:</p>																				

2022-23	2021-22	2020-21	2019-20	2018-19
670	602	416	276	367

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
291	278	235	170	174

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
612	612	552	492	462

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
612	612	552	492	462

Remark : DVV has made the necessary changes basis the data shared by the HEI

**5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
4514	3675	2505	2873	2829

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1793	1570	858	900	1000

Remark : DVV has made the necessary changes basis the supporting shared by the HEI

**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 last five years**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
16	9	4	12	14

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
13	8	3	7	6

Remark : DVV has made the changes basis the supporting shared by the HEI.

**5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
33	33	30	32	33

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
17	28	19	20	19

Remark : DVV has made the changes basis the supporting shared by the HEI.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
105	33	62	56	40

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
103	32	61	56	38

Remark : DVV has made the changes basis the documents shared by the HEI, value below 2000

	have not been considered
6.5.2	<p><b>Quality assurance initiatives of the institution include:</b></p> <ol style="list-style-type: none"> <li><b>1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented</b></li> <li><b>2. Academic and Administrative Audit (AAA) and follow-up action taken</b></li> <li><b>3. Collaborative quality initiatives with other institution(s)</b></li> <li><b>4. Participation in NIRF and other recognized rankings</b></li> <li><b>5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or more of the above                  Answer After DVV Verification: B. Any 3 of the above                  Remark : DVV has made the changes basis the documents shared by the HEI</p>

**2.Extended Profile Deviations**

<b>Extended Profile Deviations</b>
No Deviations