



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SSM COLLEGE OF ENGINEERING

**DIVER, PARIHASPORA, TEHSIL PATTAN, DISTRICT BARAMULLA
193121**

www.ssmengg.edu.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

SSM College of Engineering is situated at Parihaspora (Diver) in the picturesque Karewa, 20 kms away from Srinagar city, which has been once the magnificent capital of a great ancient ruler “King Lalitaditya” of 12th century and falls in Tehsil Pattan of District Baramulla. The place has been once a centre of knowledge and preaching Buddhist as well as Hindu Theology. The location of the campus is very calm, congenial to the ambience and is beautifully landscaped in an area of 10.5 acre. The Institution is approved by AICTE, New Delhi and is affiliated to the University of Kashmir, Hazratbal Srinagar. The college offers six under-graduate and four post-graduate programmes.

Six undergraduate programmes are:

1. B.E. Civil Engineering,
2. B.E. Computer Engineering,
3. B.E. Electronics & Communication Engineering,
4. B.E. Electrical Engineering,
5. B.E. Mechanical Engineering and
6. Bachelors of Business Administration (BBA)

Four post-graduate programmes are:

1. M.Tech in Electronics & Communication Engineering,
2. M. Tech in Mechanical Engineering,
3. Masters in Business Administration (MBA) and
4. Masters in Computer Application (MCA)

Courses approved and in the process of making admissions:-

1. M.Sc Electronics
2. M.Sc Physics
3. B.Voc -Software Development
4. B.Voc - Electronic Manufacturing
5. B.Voc - Automotive Manufacturing Technology
6. B.Voc - BFSI

Vision

Fostering creativity and growth of excellence for techno-economic upliftment of society.

Mission

- Producing highly motivated quality engineers, technocrats and managers with sound knowledge and

profound skill through efficient, effective teaching learning process.

- Enhancing efficiency and productivity of the students to face the global challenges by imparting education & training conforming to international standards.
- To inculcate value based professional ethics in students for their all round development and welfare of the society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- College is a premier technical Institute of valley in private sector and has been contributing to the society for over more three decades. It has earned reputation among the public for its professional management, excellent infrastructure, well qualified and experienced faculty.
- Campus is located in calm, congenial, beautifully landscaped rural area spread over 10.5 acres.
- Eminent educationists, administrators, technocrats, qualified professionals, reputed industrialists and entrepreneurs being on the Governing Board make the institutional working prudent and dynamic.
- Admissions are made through transparent CET process by Government through J&K BOPEE/University of Kashmir
- Fee structure is fixed by Government /affiliating University
- Engineering courses run by institute are in great demand and most of the seats get filled.
- ISO certified institute.
- Institute is affiliated to the University of Kashmir an A+ NAAC accredited and oldest University of J&K.
- College is associated with the Academic Council and Board of Studies of the University of Kashmir for curriculum development.
- 5% of the total approved intake admitted under Tuition Fee Waiver Scheme.
- Institute is involved in a big way for general awareness and national integration through programmes like Dr. Subash Chander show,
- Adequate internet connectivity
- Well-equipped laboratories, digitalized library and high-tech classrooms for effective learning.
- Comfortable hostel facility.
- Excellent pass percentage.
- MOUs with industries and Institutes of national repute, like NIT Srinagar, ALTTC (BSNL) Ghaziabad etc
- All-round development through Sports, Music, Arts and Cultural programmes etc.
- Corporate Social Responsibility (CSR) by way of arranging blood donation camps, plantation drives, health awareness camps, providing technical support services, free literacy programmes etc.

Institutional Weakness

- Non existence of large scale industries together with limited existence of small and medium industries in the Valley, the students get limited exposure to practical world of work.
- Limited consultancy and research activities.
- The Institution being situated in isolated rural area lacks availability of public transport.

Institutional Opportunity

- Tapping the knowledge resources of Alumni who are pursuing successful careers in industry or as Entrepreneurs.
- The college has adequate infrastructure to integrate technology into education for twenty-first-century digital learners.
- Proposed special package of Government of India for J&K in the field of technical education will widen the scope of opportunities.
- Thrust on skill development mission at national level.
- Introduction of Value added courses.
- Faculty and student exchange programmes.
- Executing more MOUs with industries and relevant institutions of repute.
- Institution is located in vicinity of world famous tourism destination Gulmarg and has guest house at the said place which is an attraction to the visiting faculty.

Institutional Challenge

- Prevailing uncertain conditions for the last 30 years.
- Increasing number of technical institutions in the region.
- Severe winters cause hardship in conducting academic activities during winter months.
- Institution being self financed is facing difficulty in retaining highly qualified teaching faculty.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

On being selected and admitted for the course:-

- Students are oriented towards vision mission and goal through Prospectus and Website.
- Induction program orienting freshers about course, institution and surroundings.
- Students are provided with soft and hard copies of curriculum prescribed by affiliating University.
- Planning of academic and co-curricular activities is done well before commencement of session, accordingly an academic calendar is prepared.
- Based on weekly hours allotted for the topics/subject in the curriculum, time table for each course is prepared.
- The faculty members contribute in designing and developing curriculum at various levels such as Board of Studies for syllabus revision.
- Enrichment Programs through Industrial Visits, Life Skills, Soft Skills, Open elective subjects, Extension lectures, seminars, group discussions etc
- All courses are CBCS/ Elective course system
- Various subject related Certificate Courses have been introduced to enrich the knowledge base of the students.
- Cross-Cutting issues of relevance like gender, environment and sustainability, human values and professional ethics are integrated into curriculum through various programs/ events
- Students undertake field projects/ internship.
- To bridge gap between the curriculum and industry various Value Added courses are conducted.

Teaching-learning and Evaluation

- Students through induction program are apprised about institutional facilities, academic calendar, rules / regulations /examination pattern etc. Performance of slow learners is improvised through remedial classes, mentoring, tutorials, solution of previous question papers etc. Advanced learners are involved in Committees , seminars, group discussions, micro projects, competitive examinations, innovative challenge, simulation/working models, etc.
- Teaching learning process catered through ICT based, project-based learning, guest, expert, extension lectures, exposure to real world environment, e-resources, well equipped labs, book bank, visits to research institutes/industries, innovative teaching, video lectures / webinar, soft skill etc.
- Evaluation of assignments, internal tests and external examination, attendance monitoring etc is as per the University guidelines. Based on the outcome of results needy students are counseled through mentor-mentee system. Any grievance related to external examination is communicated to the affiliating university for redressal. The evaluated answer scripts of internal examinations are shown to the students with the corrections carried out. The student's attendances are sent to the Course Revive Committee.
- Academic calendar is published well in advance. The coordinator circulates the course option identifying faculty competency with the departmental assessment committee allocating courses accordingly. Lesson Plan Follow-Up format is reviewed by HOD, Dean Academics and Director IQAC
- Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) for all programs are displayed for teachers and students on College website, HOD cabins, Departmental Notice Boards, Department laboratories. Survey feedbacks are consolidated and the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) are calculated.

Research, Innovations and Extension

- One of the activities for which the institute feels proud of, is the contribution towards the social upliftment of the neighboring villages. The institution has been a source of rescue during natural calamities and other hard times. It has been a place of shelter and respite during 2014 floods for the villages of Divar, Yakhmanpora, Odina and other villages. The institute besides providing shelter provided food, clothing and medical aid to the population hit by floods.
- Institute has established centre for incubation, innovation & Entrepreneurship where in the students and pass outs are mentored to give a final shape to their innovative ideas. The faculty members form the college mentor the students by providing hand holding to materialise the ideas from conceptual stage to know-how stage and finally to do- how stage.
- The institute has conducted a number of programmes in the shape of seminars, workshops on Academia innovative practices & intellectual property rights (IPR) which made the faculty and students abreast about the various aspects of Academia innovative practices & intellectual property rights. The institute has Code of Ethics for Examination Malpractices & Plagiarism in Research .The faculty and students are made aware about the same through awareness programme. Our faculty have to their credit numerous papers published by journals of repute. They have brought laurels, prizes and certificate of recognition for various activities. The institute has entered into MOU with various Academic institutes and industries of repute. Industrial training, visits and internship is a regular feature of the institute.

Infrastructure and Learning Resources

Adequate facilities for teaching-learning are available as given below: -

- 103 lecture/Tutorial rooms/Drawing Halls, 49 laboratories, seminar hall, workshops, open air auditorium, Auditorium, 11 KV dedicated power supply with backup of diesel generators, first aid facility, College canteens, Reprographic centre, Stationery Stall exclusive Training and Placement (T & P) Cell.
- Ample space for indoor sports activities and administrative functioning.
- Playgrounds for Cricket, Football, Courts for Badminton, Basketball, Volleyball, Snooker etc.
- Ramps are provided for physically disabled students.
- Library having a collection of about 52000 books, 300 printed journals with SOUL software.
- NPTEL study material is available to students and faculty through portal.
- Institute has a very strong IT infrastructure in terms of hardware, software and firewall system which are updated regularly as per need. The institute has massive network of 583 computers with 100 Mbps internet connectivity to fulfill the academic and research needs. The institute has implemented enterprise resource planning to make the system student centric and enhance learning.
- For maintenance and upkeep of campus facilities, the institute has framed various committees. The institute has its own agency for housekeeping and security of campus. Emergency exits and fire fighting system are provided to counter situations like fire hazard and natural calamities.

Student Support and Progression

Institute has effective and efficient support system for overall development of students. It ensures development of students in academics and extra-curricular activities.

- Institute has Mentoring system in place. Faculty mentor looks after student mentees for their overall development, academics, progression and personal counseling.
- A number of capability enhancement and development programmes are carried by the institution which includes remedial classes, career counseling, personal counseling, soft-skill development, guidance for competitive examination, yoga and meditation.
- Institute has effective system of disseminating information regarding various schemes of scholarships and free ships to students, they are extended assistance to avail such facilities.
- Institute has various committees such as Student Grievance Cell, Anti Ragging Cell to address student grievances through transparent and timely redressal.
- Training and Placement Cell organizes various programme aimed at entrepreneurship, student progression to higher education and Placement.
- Student council is formed each year which comprises of student representative from each department. These councils plan and organize activities and contribute in academic and administrative matters.
- The Institute organizes various extra-curricular events related to cultural and sports which eventually help the students to showcase their talent. Our students have participated at University and national level.
- Institution has a strong Alumni Association, the Alumni meet annually to share their views and give suggestions, deliver guest lectures and hold seminars. They also help their juniors in terms of projects, internships and placements.

Governance, Leadership and Management

Governance strives to translate its vision and mission statements into reality in the following ways:

- Governing Body meets once a year to discuss the administrative, academic functioning and suggest strategies.
- Principal takes periodic meetings with Vice Principal, Dean Academics and HODs on various academic and administrative affairs. He delegates authority to them to execute decisions taken in such meetings.
- HODs take decision regarding various activities of department in consultation with coordinators/faculty and accordingly delegates responsibilities to them which form an example of participative management.
- Utilization of teaching aids like LCD projectors etc for teaching learning process.
- Mapper software for perusal of student progress as well as staff details helps in monitoring process.
- Various committees headed by senior faculty help in the decentralization of work and ensure collective responsibility among faculty.
- Staff members are given enough freedom to express their views and innovative ideas
- HODs participate in formulation of annual plan and budget preparations.
- Whenever required Principal, Deans, and HODs are given imprest/temporary advance amount.
- Recruitment is done in a transparent manner by advertising posts/positions through print and electronic media.
- Grievance Redressal Committee looks into the grievances of staff and ensures speedy enquiry and redressal.
- Teachers are provided with financial support to attend conferences/workshops
- Provident fund, Insurance benefits, awards, relief and incentives are given to employees.
- Performance appraisal system is in place
- Financial audits are conducted periodically and appropriate strategies are developed accordingly.
- IQAC ensures the progress of students' performance in academics through quality assurance measures.

Institutional Values and Best Practices

The Institution continuously strives to uphold Institutional Values and adopts most suitable practices in consonance with its vision and mission.

- Gender equity promotion programmes are held regularly besides catering to specific needs of girls students. Girls Common Room equipped with necessary amenities, secure campus for girls students. Security for girl students is ensured. The campus is free from all sorts of ragging.
- Steps taken towards environmental consciousness and sustainability include:
 1. Rain water harvesting system for ground water replenishment and usage for lawns etc
 2. Green practices like plastic free campus, paperless commutations and use of projectors in teaching.
 3. Solar power system with DG set backup
 4. Lighting power mostly through LED bulbs
 5. Solid and liquid waste management in the shape of incinerator and controlled supply.
- Facilities for differently-abled students in the shape of ramps, rails, rest rooms and scribes for examination in place.
- Engagement of local persons for different jobs.
- Human values and professional ethics well documented in the shape of handbook of code of conduct for students and staff.
- Complete transparency maintained in financial, academic, administrative and other auxiliary functions.

- First aid medical facility available, referral facility at nearby NOORA hospital
- Activities for promotion of human values, universal values and communal harmony besides various awareness programmes carried out.
- Best practices adopted by the Institution include:
 1. Compensatory classes for slow learners and shortage cases with genuine reason.
 2. Community service through facilitation centre.
 3. Well structured Industry Institute Interaction Cell (IIC) in place.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SSM COLLEGE OF ENGINEERING
Address	Diver, Parihaspora, Tehsil Pattan, District Baramulla
City	Pattan Baramulla
State	Jammu And Kashmir
Pin	193121
Website	www.ssmengg.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sajad Hussain Din	0194-2496135	9697994705	0194-2496260	ssmkashmir@gmail.com
IQAC / CIQA coordinator	Yasmeen	0194-2496955	7006822898	0194-2496136	yasmantasha@yahoo.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	20-01-1997

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

State	University name	Document
Jammu And Kashmir	University of Kashmir	View Document

Details of UGC recognition

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

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	10-04-2019	12	EOA

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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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	Diver, Parihaspora, Tehsil Pattan, District Baramulla	Rural	10.5	19513

2.2 ACADEMIC INFORMATION

NAAC

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BE,Civil Engineering	48	Higher Secondary	English	180	178
UG	BE,Computer Engineering	48	Higher Secondary	English	120	110
UG	BE,Electronics And Communication Engineering	48	Higher Secondary	English	120	112
UG	BE,Electrical Engineering	48	Higher Secondary	English	60	58
UG	BE,Mechanical Engineering	48	Higher Secondary	English	120	103
UG	BBA,Business School	36	Higher Secondary	English	90	85
PG	Mtech,Electronics And Communication Engineering	24	Bachelors	English	18	17
PG	Mtech,Mechanical Engineering	24	Bachelors	English	18	18
PG	MCA,Computer Application	36	Bachelors	English	50	12
PG	MBA,Business School	24	Bachelors	English	60	60

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	12				40				102			
Recruited	12	0	0	12	27	13	0	40	51	51	0	102
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						76
Recruited	38		38		0	76
Yet to Recruit						0

Technical 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				107
Recruited	80	27	0	107
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	12	0	0	0	0	0	0	0	0	12
M.Phil.	0	0	0	2	0	0	0	1	0	3
PG	0	0	0	23	13	0	35	36	0	107

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	16	16	0	32

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		15	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	1917	0	0	0	1917
	Female	858	0	0	0	858
	Others	0	0	0	0	0
PG	Male	144	0	0	0	144
	Female	102	0	0	0	102
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	462	488	487	517
	Female	209	236	234	227
	Others	0	0	0	0
Others	Male	27	32	28	32
	Female	3	5	9	8
	Others	0	0	0	0
Total		701	761	758	784

3. Extended Profile

3.1 Program

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

Response: 1425

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	8	8	8	8

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3021	2982	2941	2807	2675

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
46	46	46	46	46

File Description	Document
Institutional data in prescribed format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
825	789	676	608	506

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

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

2018-19	2017-18	2016-17	2015-16	2014-15
154	155	145	138	115

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
154	155	145	138	115

3.4 Institution

Total number of classrooms and seminar halls

Response: 104

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

2018-19	2017-18	2016-17	2015-16	2014-15
1177.05	740.34	707.895	932.474	697.802

Number of computers

Response: 583

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Response:

- Academic Calendar is prepared by the Academic committee which is in tune with academic calendar of affiliating Kashmir University.
- Curriculum and syllabi are followed as prescribed by the affiliating University.
- Allocation of the subjects to the faculty is done with due consideration of faculty's specialization, experience and area of interest in consultation with faculties.
- Time table is framed according to the curriculum.
- The course file along with lecture plan, lecture notes, question bank and tutorial sheets are prepared by the faculty members before the commencement of the semester for all subjects.
- Lab manuals and practical handouts are prepared well in advance before the commencement of the lab classes.
- Internal Assessment Tests, tutorials, assignments and mock tests are planned at regular intervals.
- Course files are prepared by the faculty which includes:
 - Student Name List
 - Timetable of the Faculty
 - Objectives and Outcomes (course outcome and programme outcome)
 - Syllabus
 - Lecture Plans, tutorial sheets, assignment sheets
 - Previous year Question Paper and hints for appropriate response
 - Internal assessment question paper
 - Sample answer scripts
 - Mark statements
 - Question Bank
 - Content to be learned beyond syllabus
 - Log book of teaching-learning activities
- Feedback proforma is designed for distribution among the students to enhance the Teaching-learning process and improve the performance of faculty based on feedback
- Class Committee meetings are scheduled twice/thrice in every semester to address the grievances of the students. These meetings are convened by Head of the Department.
- ERP software implemented to monitor students academic activities.
- Remedial/compensatory classes are arranged for slow learner students who are weak in academic performance.
- Information and Communication Technology (ICT) is effectively utilized by the faculty members for the curriculum transaction. Use of LCD projectors is encouraged for presentations by the faculty members in classrooms with roof mounted projectors. It enables the students in better understanding of the subjects.

- Audio-visual aids are arranged in Labs to improve the learning process.
- Availability of text books, reference books, journals, NPTEL in the library is ensured for the effective course delivery.
- Institute plans a system to interact with various industries through the Training and Placement Cell/Industry Institute Interaction Cell (IIIC).
- The Training & Placement officer works for effective implementation and arranges the tie-up with industries for on & off campus placements.
- The institute has been signing MOUs with various industries regularly to conduct enrichment programs for faculty and students.
- The students are encouraged to undergo practical/hands-on training & internship during the summer/winter vacations.
- Regular talks are arranged by each and every department by way of invitation of industry personnel to visit the campus and have interaction with faculty and students.
- Departments are encouraged to do consultancy work for an industry with the available expertise in the department.

File Description	Document
Any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

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

Response: 28.29

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

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	5	12	12

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

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

Response: 32.35

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

Response: 461

File Description	Document
Details of the new courses introduced	View Document

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

Response: 100

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

Response: 10

File Description	Document
Name of the programs in which CBCS is implemented	View Document

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

Response: 8.44

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

2018-19	2017-18	2016-17	2015-16	2014-15
536	536	65	120	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

Gender:

- There is no gender discrimination in the institution. Females are given equal opportunities in Management, administration, admission, training and placement, co-curricular, extracurricular activities, sports etc. Separate events for women students and faculty in sports day are conducted.
- Women's day is celebrated in a grand manner where both students and staff are encouraged to participate. Eminent women celebrities are invited as chief guests to motivate and encourage women.
- The Institution has Internal Complaint Committee which looks into the gender grievances.
- Higher level administrative positions like Vice-Chairperson, Vice-Principal, Dean-Student Welfare and some HODs are held by Women.
- Women faculty and students are encouraged to attend various seminars, workshops about women empowerment both inside and outside the institution.

Environment and sustainability

- The Institution is located over picturesque karewa land with a pleasant climate throughout the year. As goodwill gesture/part of Corporate Social Responsibility, the institution has planted trees to provide a green cover to the entire area thereby reducing the pollution, providing a healthy atmosphere to the students and faculties.
- The students are encouraged to implement Eco-friendly renewable and replenish-able energy based projects in line with the curriculum provided by the affiliating University.
- The respective departments conduct programs on environment to make the public aware on conservation of energy, preserving trees, etc.

Green Campus

- The Institution adopts measures to restrict the use of disposable cups and plates inside the campus

to have a clean and healthy atmosphere.

- The ethos of faculty members and students, to use printers and papers at a minimum level by not permitting to take unnecessary printouts, saves huge amount of paper and in- turn trees.
- Our campus has the following facilities:
 - Tree plantation and gardening
 - Pure and fresh Air
 - Healthy drinking water
 - Rain water harvesting
 - Plastic free campus
 - Tobacco free campus
 - Green campus

Human Values

- Blood Donation camp
- Anti-Ragging Committee
- Internal Complaint Committee
- Social Awareness like Traffic Management, Disaster Management, usage of computers in daily life etc to ensure better understanding of human values.

Professional ethics:

- All the students and faculty members are expected to follow the Institute's code of ethics which is published in the calendar and the website for dissemination.
- Students are encouraged to join various Professional societies which create awareness about their subject related ethics.
- During industrial training and project work the students group themselves in a professional environment which inculcates professional ethics.

File Description	Document
Any Additional Information	View Document

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

Response: 9

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

Response: 9

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships**Response:** 33.23**1.3.3.1 Number of students undertaking field projects or internships**

Response: 1004

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise****A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** A. Any 4 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:**A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed**

D. Feedback collected

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

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 95.93

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

2018-19	2017-18	2016-17	2015-16	2014-15
784	758	761	701	756

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

2018-19	2017-18	2016-17	2015-16	2014-15
836	790	765	765	765

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 78.26

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

2018-19	2017-18	2016-17	2015-16	2014-15
40	37	37	30	36

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

After the students get admitted to our institution, an induction program for the fresher's is organized, wherein the students are assembled and given elaborate information about the institution, academic facilities and other amenities like library, laboratories, computer center and cultural activities. The Academic Officer details out academic calendar, rules and regulations of University and examination pattern.

To identify the students as advanced learner or slow learner, available data of merit marks of their previous classes viz 10th and 12th is shared with the team of Mentors. The rank of student in Common Entrance Test (CET) conduct by J&K Board of Professional Entrance Examinations is also taken into consideration by the mentors.

Slow learners

The students are mentored by their respective mentors through interactive sessions in addition to this feedback about the capacity and impact of mentorship is obtained from the concerned faculty of their classes and the students are guided as per their requirement level.

Strategies for slow learners:

- The students are provided with tutorials, remedial classes are conducted after class hours to clarify doubts, re-explain the critical topics for an improved performance.
- Counseling and mentoring sessions conducted in a friendly way help the students to overcome their

psychological problems and achieve their goals successfully.

- The Institute has a system to communicate performance and attendance of students to parents regularly. Faculty members do periodic interactions with parents about their performance.
- By virtue of appropriate counseling with additional teaching the students get motivated to attend classes regularly which in turn help in their overall performance.
- Faculty members revise the difficult/complicated topics as per the students requisition and provide previous university question papers and guide them in presenting the answers in appropriate manner.

Advanced Learners

High performing students are identified on the basis of their proactive behavior and performance in internal assessment, university examinations, active participation/involvement in committees/seminars etc.

Strategies for Advanced Learners

- Advanced study materials are provided to further enhance their performance.
- In order to take benefit of papers published by professional bodies and participation in high profile events/sessions/symposia the students are encouraged to become members of these bodies like ISTE, Institute of Engineers etc.
- Encourage students to take part in various competitive examinations like GATE, CAT, IAS, KAS etc
- Encourage students to qualify IELTS, TOEFL, GRE etc which is required to pursue higher studies outside the country.
- The students are motivated to take up micro projects to inculcate research orientation and practical awareness from the second year onwards apart from mini and major projects.
- Semester toppers are provided with certificate of merit by the Management.
- Providing opportunities to develop their creativity and organizing intercollegiate as well as attending technical events.
- Encourage students to participate in various MHRD quality programs such as FOSS,SWAYAM, NPTEL etc.

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 19.62

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

The teaching process has been devised in such a manner so as to make it student centric and thrust is given on experimental learning. The students are encouraged to take up participative learning and are given real world problems for their solution. The innovative methods so far practiced are listed below:

- ICT based learning
- Group project-based learning
- Extension lectures by industrial experts.
- Guest lectures by eminent educationalists.
- Hands-on experience in real world environment.
- Organizing seminars and workshops.
- Access of students to various e-resources.
- Access of deserving students to book bank established in central library.
- Well-equipped laboratories in the campus to strengthen the students' involvement in real world problem solving.
- Arrangement of visits to Industries, Actual world of work, Research Institutes to abreast them to the latest developments in their respective discipline.

Methodologies for Improving the Teaching and Learning Process

- The faculty members are constantly persuaded to adopt innovative approaches in the classroom.
- Group discussions are often held to discuss the particular topic of interest thereby enhancing their knowledge and verbal skills.
- Seminar presentations by the students enabling them to present their view on the subject which enriches their communication skill and confidence.
- Efforts are also made to improve the soft skills of the students and make them industry ready by conducting practical training sessions.
- Mock Interviews are conducted for the students by industry people to face the interviews confidentially.
- Various industry supported Centers of Excellence emerge with interdisciplinary projects.
- Students are encouraged to participate in various National and International competitions.

File Description	Document
Any additional information	View Document

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

Response: 72.73

2.3.2.1 Number of teachers using ICT

Response: 112

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document

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

Response: 19.62

2.3.3.1 Number of mentors

Response: 154

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Potential and preparedness of students, skill and knowledge of teachers are two aspects of teaching-learning process. Bringing innovations in teaching-learning process to make it more attractive to students is therefore a primary requirement. Teachers are realizing these changes in cognitive process of students and are innovating various tools and techniques in teaching-learning process to deliver contents/knowledge so that students actively participate in it and grasp the ideas quickly.

Faculty is attending various faculty development programs to keep themselves abreast with latest trends in education technology/pedagogy which make their teaching more innovative. Following are various tools and techniques used by faculty to make teaching innovative:

- ICT based teaching-learning
- Digital social learning platforms
- Exposure of faculty to industry

- Industrial exposure for faculty
- Working on projects based on industrial needs

Group Discussions: This involves discussion among a group of students to assess the application of various concepts to gain better perspective on the merits & demerits of concepts.

Assignments: Giving assignments to students can provide an opportunity for them to apply critical thinking skills as well as help them to learn course content.

Tutorials: For analytical courses, a minimum of two periods are allotted for Tutorial sessions. The entire class of sixty is divided into two batches Two faculty members are deputed for conducting one tutorial session. By this method, individual attention is given to the students.

Workshops/Guest Lectures/Seminars: Workshops, seminars and conferences are organized during each semester for gaining the knowledge and increase the research potential of the students and the faculty members.

Video Lectures/Webinars: Teaching through video lectures inspires the students to like the environment and enhances the clarity in the understanding of concepts through visual objects.

Industrial Visits/Hands-on Training/Internships: Industrial visits for each semester are arranged for the students to experience and know the latest technology. Students are encouraged to undergo internships in industries.

Project-Based Learning: In order to learn the practical courses more effectively, the students are encouraged to take-up mini-projects. Being a technical institute, this method is extensively used to provide empirical evidence of theory learned.

Project Competitions/Hackathons: Students are motivated to participate in various competitions like Hackathons, Prototype Competitions, Innovative Challenge, Smart India Hackathons to explore their technical skills. We also organize these events regularly.

Projects:

- Research oriented projects (State Government sponsored Research Project Competition)
- Mini projects

Visits /Participation:

All above innovations and creativity in teaching learning process lead not only to the improvement in academic performance of the students but also in their communication, human relations, technical and management skills which makes them industry oriented. This is endorsed by acquiring ranking in the University merit list, winning medals, enrolling for higher education.

Case studies:

Teaching by using case studies enables the students to apply what they have learned in the classroom in the practical field.

Simulations/ Working Models:

Through simulation, the students are facilitated to design various projects and conduct experiments. The students are guided to work on working models/ prototypes.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

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

Response: 7.51

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

2018-19	2017-18	2016-17	2015-16	2014-15
12	11	11	10	9

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 7.06

2.4.3.1 Total experience of full-time teachers

Response: 1088

File Description	Document
Any additional information	View Document

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

Response: 1.41

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

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

Response: 0.4

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

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

Response:

The Institute's is affiliated to Kashmir University and the process of evaluation is followed as per the University guidelines for both internal and external examination. The quality of engineering education is the direct outcome of knowledge implanted and evaluated through formal examination. The education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centered on getting a good level of success rate in the examinations. This is achieved by continuous assessment which include assignments, internal tests, attendance monitoring and the outcome is discussed in parent-teacher meet.

Process of continuous assessment/internal tests

The Institution has a full-fledged Examination Cell coordinating all the activities related to the conduct of continuous assessment/internal tests which the individual Departments carry through departmental examination coordinator and concerned faculty under the guidance of respective Head of Department.

Question Papers for internal assessments are prepared by keeping Bloom's Taxonomy Levels as the reference.

Two sets of question papers along with answer keys are collected for each course. The question papers are checked for the Course Outcome (CO) coverage and knowledge level by the Departmental Assessment Committee (DAC) and approved by the Head of the Department.

The Examination Cell collects the two sets of Question Papers for every course and selects one question paper randomly

Unit test 3 covering two marks of all the units is conducted at the end of the semester to test the students' conceptual knowledge and make them confident

Criteria for Evaluation

All the answer scripts are evaluated and checked by DAC. Evaluation of internal assessment is rated based on the Bloom's Taxonomy Level and the Course Outcome, Programme Outcome, and Programme Specific Outcome to which it corresponds. Depending upon that, the CO attainment and corresponding attainment of PO and PSO for the respective course are analyzed and appropriate actions are suggested and implemented.

Departmental Assessment Committee continuously identifies any drop in performance of the students and takes immediate steps to counsel the students through mentor-mentee system.

Parent teacher meetings are held at regular intervals in order to appraise the performance of the students

File Description	Document
Any additional information	View Document

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

Response:

- The process of internal assessment is well defined and transparent and is communicated to the students, faculty, and parents. The academic schedule in line with the University of Kashmir is prepared well ahead and is circulated to all the students.
- The evaluation criterion which includes attendance monitoring, internal assessment marks, end semester question paper pattern is disseminated to all the students.
- Induction/Orientation programme for fresher's serves as the best platform to make the fresher's aware about the process of evaluation system.
- Regular interactions between Departmental Assessment Committee and students in presence of concerned faculty. Departmental meetings, class committee meetings and counseling sessions are regularized for better understanding between staff and students.
- At the beginning of each semester, HODs convene staff meeting to disseminate information on any changes in the evaluation/ assessment system.
- The answer scripts of examinations are shown to the students after evaluation to bring out the discrepancies, if any, to the notice of teacher concerned, and the necessary corrections are carried out. This also helps the student to improve their performance.
- The marks awarded to the students in the continuous assessment tests percentage are communicated to students.
- The students are made aware of the evaluation procedures including revaluation and examination pattern of college and the university, well in advance.
- Any change in the schemes of evaluation, updates on curriculum revision, alterations in the question paper patterns are conveyed to the students and the faculty.
- The college follows University of Kashmir guidelines for the internal assessment of the theory and laboratory practicals.
- Two internal tests and two assignments are conducted during the term and students are assessed based on their performance.
- Examination results are displayed to the students.

File Description	Document
Any additional information	View Document

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

The institute has adopted fair and transparent process for the evaluation of student prescribed by the University of Kashmir.

The students who have any grievance in the evaluation process whether for internal examination or external one approach the Controller of Examination of the Institution. In case of internal examinations the concerned paper setter/evaluator are directed to address the grievance. In case of external examination the University of Kashmir procedure is followed.

The concerned HOD along with the concerned subject teacher shows the carefully maintained Continuous Assessment scheme (CAS) record to the aggrieved student and tries to resolve the grievance.

The marks in the internal tests are then uploaded in the University of Kashmir web portal. The students' attendance is sent to the Course Revive Committee (CRC) scheduled by the University of Kashmir.

In the event of a grievance related to end semester examination, the University of Kashmir provides the students with an option of obtaining the photocopy of their answer sheets after the declaration of end-semester exam results. The student can review his / her answer sheets and apply for re-evaluation on the recommendation of the subject handling faculty.

Other types of grievances like data missing in the question papers, questions from outside the syllabus, question paper being tough etc., are communicated to the Controller of Examinations of the affiliating university.

File Description	Document
Any additional information	View Document

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

Response:

The academic year starts on the date as prescribed by University of Kashmir. The college publishes in advance, the academic calendar containing plans for curricular and co-curricular activities based on the available working/teaching days as per affiliating university norms. The institution academic calendar for each semester is designed to meet the university academic schedule.

Allotment of Courses and Preparation of Time Table

- Before the commencement of the semester, the time-table coordinator circulates the course option form which has details of faculty competency to each faculty member. Based on that, the Departmental Assessment Committee will allocate appropriate courses to the faculty.
- Based on the course allocation, the time table coordinator frames the time table.
- For the interdisciplinary courses, the respective departments are requested through concerned HOD to handle the respective courses.
- Slow learners are closely monitored under mentor-mentee system. In addition to this regular classes, extra/remedial classes are conducted to cater to their needs.
- Bright students are motivated to score high grades and to secure university ranks.

The Head of the Department circulates the template of the lecture plan. Based on the academic schedule given by the University, the lecture plan is prepared by the course coordinators and HOD.

During the semester, after every planned unit completion, 'Lesson Plan Follow-Up' formats is circulated to the faculty and are asked to fill the status of completion of the Unit.

The HoD reviews the lesson plan follow-up format. If any discrepancy is found in completion, the HoD discusses the matter with the individual faculty.

Director IQAC monitors the day-to-day conduct of lectures based on the time table.

Departmental Academic Committee (DAC) discusses and plan various academic, co-curricular, extra-curricular, social activities and continuous assessment schedule in accordance with university calendar. All these activities are accordingly included in academic calendar of institute also.

2.6 Student Performance and Learning Outcomes

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

Response:

The Institute runs various engineering, management and computer application programmes at Under Graduate and Post Graduate level.

College has well defined Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) for all programs.

Teachers are conversant with POs, PSOs of the programs as they are involved in PO, PSO formation process. Head of the department and teachers discuss POs and frame PSOs of the programs which are in line with Vision and Mission of the Institute.

POs and PSOs are displayed for teachers and students at following locations:

- College website
- HOD cabins
- Departmental Notice Boards
- Department laboratories

Every course teacher discusses expected course outcomes with students at the beginning of each semester.

POs, PSOs and COs are mandatory part of course file prepared by course teacher.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document

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

Response:

1. Attainment of Course Outcomes:

The effectiveness of assessment of the Course Outcomes (COs) can be justified with the help of performance in Internal Assessment and Course End Semester University Examination. The Internal Assessment includes Unit Tests, Assignments and Model Examination. The Course End Semester Examination is conducted by the University of Kashmir, for both theory and practical courses.

Weightage: 80% (University Exam) and 20% (Internal Assessments) (Batch <2015)

Weightage: 50% (University Exam) and 50% (Internal Assessments) (Batch >=2015)

Internal Assessments are conducted periodically as per the schedule given by the University and the COs of the respective courses is assessed based on the performance of the students. All the assessment components and the course outcome target attainment levels are fixed before the commencement of the course by the course teacher and are reviewed by the PAC.

The target attainment levels will be set by considering the students' previous course outcome attainments in the earlier semesters' courses and the nature of the particular course. Target levels vary from course to course. For internal assessments, attainment is measured in terms of actual percentage of students getting the percentage of marks set for the individual course and for University Examinations; attainment is measured in terms of actual percentage of students getting grades better than the target grade fixed for the individual course.

2. Attainment of Program Outcomes and Program Specific Outcomes:

The assessment tools and processes used for measuring the attainment of each of the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) are also well described. The POs and PSOs are evaluated by direct and indirect assessment methods. The following methods of assessment are identified for assessing.

Direct Assessment

At the end of every semester, the Course Outcome attainments for all the courses undergone by a particular batch of students will be calculated as described above and is tabulated to analyze the contribution of those courses for the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) attainment. At the end of the programme, after all the courses are completed, PO and PSO attainment levels for a particular batch are obtained.

Indirect Assessment

At the end of the programme, an exit survey is collected from all the students. The survey feedbacks are consolidated and the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) are

calculated.

Weightage: 80% (Direct Assessment) and 20% (Indirect Assessment)

The PO and PSO Assessment process are done by the following procedure:

At the end of the academic year, after all the courses for the CAY graduating batch of students are completed, Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) attainment levels for that particular batch are calculated using the Courses-PO / PSO mapping.

The student exit survey feedbacks are also consolidated and the Programme Outcomes (POs) and

Programme Specific Outcomes (PSOs) attainment are calculated.

It is determined whether the POs and PSOs have reached the target level. If the target is not achieved, then necessary actions to be taken will be decided by the PAC, to make the next batch of students reach the target level.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students

Response: 85.79

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

Response: 688

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

Response: 802

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 1.5

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

2018-19	2017-18	2016-17	2015-16	2014-15
1.5	0	0	0	0

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 0

3.1.2.1 Number of teachers recognised as research guides

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

Response: 0.01

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

Response: 1

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

Response: 707

File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document

3.2 Innovation Ecosystem

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

Response:

The credibility of any technical institute depends upon the following two factors:

1. Skilled person produced and absorbed in the market; and
2. Quality research and development work conducted.

Our college has been doing very good at both these facades. The college has created a quality ecosystem for innovations including incubation Centre and other initiatives for creation and transfer of knowledge. The students have opportunity to work directly with our highly qualified and trained faculty. The innovation and skill activities are infused into teaching and curriculum followed in our college. This helps in creating educational opportunities that enrich the student knowledge and experience and provides transferable skills that make our graduates more competitive in job market. The College has setup a Centre for Innovation, Incubation and Entrepreneurship(CIIE) out of its own resources for conduct of innovative, incubation and extension programmes in transfer of knowledge. The Center is established within the college campus. The Center works to foster innovation and promote entrepreneurial skills among the on-roll students, ex-students and startup entrepreneurs. Centre helps the students in writing the project proposals and submitting to the financial institutions for financial support. The Centre also provides the help to the promising entrepreneurs in providing the mentor from the existing faculty of the college for the guidance and technical assistance in development of their project product from conceptual stage to know-how stage then to do-how stage. The enrolled entrepreneurs are provided access to all laboratory and workshop facilities available at the college campus. The CIIE works to promote technology based entrepreneurship and thereof facilitate application of knowledge for social needs. The main activities of the Centre are:

- Develop entrepreneurship sense among the students/ex-students and startups.
- CIIE faculty mentors and monitors the ongoing projects and products.
- CIIE helps nucleation of new business ideas by creating the environment and opportunities for know-how providers, entrepreneurs and financiers to meet each other.
- Organize entrepreneurship motivation programs, awareness camps and skill development programs.
- Provide furnished, well lit & conditioned space to our Incubates.
- The enrolled startups have free access to the office facilities, such as, High End PC's with printer, Telephone, Photocopier, High bandwidth 24*7 Internet Connectivity.
- Provide technical expertise in the development of product items.
- CIIE facilitates to obtain funds for incubates from various organizations like JK Entrepreneur Pampore Srinagar DI, NewGen IEDC University of Kashmir etc.
- The Centre arranges training and innovative programmes for the promising entrepreneurs for

participation in various events such as Startup India, Project proposal submission to financial institutions for funding etc. This helps the promising entrepreneurs in a long way. Based on the innovation, feasibility, social relevance, and cost-effectiveness the ideas submitted by the students are shortlisted and recommended for participation in the event. Some of the events in which students participated under the guidance of the faculty bagged prizes and financial assistance are given below:

1. Bagged Prize Money in Start Up India Event;
2. Bagged awards in the Idea Challenge Event; and
3. Bagged Prize Money NewGen IEDC Event.

File Description	Document
Any additional information	View Document

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

Response: 73

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

2018-19	2017-18	2016-17	2015-16	2014-15
25	20	9	10	9

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

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

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

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

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0.82

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

2018-19	2017-18	2016-17	2015-16	2014-15
35	40	19	8	14

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years**Response:** 0.13

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

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	2	3	2

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Institute excels in academics and other activities. All departments under the guidance of Dean Student Welfare (DSW) actively organize and take part in various socially impactful activities and programmes to sensitize students to social issues and holistic development of the area in the vicinity of the college. Some of these activities are summarized as follows:

- Hostellers celebrate Diwali, Eid and Nowroze every year to spread religious tolerance and communal brotherhood.
- Various Swachh Bharat programs are organized in the campus and neighbourhood community to make the students and community focus on sanitation problems and their solution.
- Blood donation camps are conducted on regular basis to motivate the students, staff and people from nearby villages to donate blood. One such camp was organized where around 100 units of blood were donated by the students of the college.
- “Wake up Srinagar” a post flood cleanliness drive was held in collaboration with an NGO-Hunarr on 29th October 2014. Students hit the streets to clean the roads and took up the sanitation task of the lanes flood hit areas in the valley.
- Flood relief camp was established on 6th September 2014 to distribute eatables and drinkables to the flood victims and provide shelter for a period of one month to the ones who lost their homes in the devastating natural calamity which hit valley in 2014.
- Rice Distribution Camps are held, Rice and other eatables are distributed by the college authorities among the down trodden people in which students and staff of the college played an active role.
- Students organized used cloth donation drive in December 2015 to help the poor and needy people of the villages in the vicinity to avoid the discomfort caused by harsh winters.
- Students coordinated an Akhand Path at the Gurdwara Chhevin Patshahi Baramula on 4th July 2016, during which a traditional langar was made available in which with students from College volunteered their services.
- Plantation drives are organised on regular basis in collaboration with various agencies like Department of Environment, J&K Forest Department, J&K Bank etc. in the College premises to develop fresh, green and eye soothing environment.
- Road safety youth festival was held on 7th March, 2017 in collaboration with Traffic Department Kashmir wherein Road Safety Awareness Camp to create awareness in youth about the traffic rules and regulation was held.
- College participates in Unnat Bharat Abhiyan Scheme aiming at contribution towards economic and social betterment.
- Social Development Program on manners, various technologies and social aspects of life was

conducted at Imamia Public School Yakhmanpora, Parihaspora, Patan on 23 August 2018.

- The College organized a Social awareness programme in Madina Public School on 4 October 2018.
- Programme on Drug abuse among young population are being held in the college campus on regular basis by the office of the Dean Students welfare of the College.

File Description	Document
Any additional information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 30

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

2018-19	2017-18	2016-17	2015-16	2014-15
5	17	2	4	2

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 15

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	1	4	1	3

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 9.05

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

2018-19	2017-18	2016-17	2015-16	2014-15
546	168	347	73	191

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

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

Response: 349

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

2018-19	2017-18	2016-17	2015-16	2014-15
153	115	22	27	32

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

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

Response: 16

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

2018-19	2017-18	2016-17	2015-16	2014-15
7	3	2	2	2

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

SSM College of Engineering provides state of art infrastructure to the students to become a globally recognized centre of excellence for science, technology & engineering education, committed to quality Teaching-learning process.

- Institute has a sprawling campus over 10.5 acres of land with splendid buildings, technology enabled classrooms and excellent infrastructure for providing a learner-centric environment. The college has a progressive approach for creation and enhancement of the infrastructure which facilitate effective teaching-learning process.
- The campus has 08 blocks viz Administration, Humanities and Computer Science Engineering, Physics and Chemistry, Electronics and Communication & Electrical Engineering, Civil and Mechanical Engineering, Business School and Computer Application, Central Workshop besides other structures like hostels, canteens, bank etc.
- The facilities of the college like classrooms, tutorial rooms, ICT enabled smart classrooms, laboratories, library, digital library and seminar halls are also constantly upgraded to meet the desired requirements.
- The Institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked with the vision of the College to create an environment of excellence in education through technologically advanced pedagogical tools.
- Optimal deployment of infrastructure is ensured through conducting workshops/training programmes for faculty.
- Optimal utilization is ensured through encouraging innovative teaching learning practices.
- Provides facility for conducting prestigious online examinations like GATE, GMAT, NEET, Banking and other competitive examinations of Government and other organizations.

Infrastructural facilities for academics: -

Facilities	Total Numbers	Area in Square meters
Class Rooms	103	5850
Laboratories/Labs/ Computer Labs	49	2940
Seminar Halls/ Conference Rooms	1	170
Staff Rooms & HOD Rooms	29	478
Workshop	1	430
Drawing Halls	1	170
Library	3	650

Computing facilities: -

--	--	--

S.No	Computing facility	Total Numbers
1	Computer Systems	583

Co-curricular activities: -

- The College promotes myriad co-curricular activities to expand the knowledge of the students beyond the
- Curriculum and to provide industrial exposure.
- Our college has 1 auditorium and 1 seminar hall for conducting various co-curricular activities. The college organizes several seminars, invited talks, workshops, symposiums, project based technical events, Faculty Development Programs (FDP) related to emerging technologies to keep everyone updated in their respective fields.

3. Laboratories

- The laboratories are equipped with state-of-the-art equipment and are more than sufficient to conduct the experiments as per the Kashmir University (KU) curriculum.
- The programming laboratories are equipped with licensed software as per the KU regulations.
- In addition to the regular curriculum, students are encouraged to pursue their project work and conduct many case studies in the emerging areas of research.

File Description	Document
Any additional information	View Document

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

- The College has excellent facilities for both outdoor and indoor games. Outdoor courts are available for Basketball, Badminton, Cricket and Football.
- Indoor facilities are available for snooker.
- College teams participate regularly in these sports and have won numerous intercollegiate events. Interdepartmental competitions, as well as athletics, give ample opportunities for students to take part in outdoor activities.

Outdoor Sports Facilities

- Basketball
- Badminton
- Cricket
- Football
- Volleyball

Indoor Sports Facilities

- Snooker

Facility for Sports

Sr. No.	Facility Available	Details of the Facility Available
1	Sports Ground	Sports ground is used for outdoor games like Cricket field available - 01 Basket Ball Courts - 01
2	Indoor Games	Snooker-01
3	Badminton Court	Badminton Court -01
4	yoga	Yoga centre -01

Cultural Activities

- SSM College of Engineering is very famous for organizing various cultural events which have gained popularity in all social circles of the Valley many of the events are available on YouTube and had large viewers. The Institution encourages the students to participate in various cultural activities and make the students excel in their fields of interest. The Institute has produced nationally acknowledged artists like Rayees Mohi-ud-din (Host KBC Koshur, Bollywood actor, writer, producer, Director) Raja Adam (Kashmir's first magician, India kay mast Kalandar awardee, and runner up in India's got talent).
- Institute conducts various cultural activities like "E-tonner", Art Exhibitions and Competitions.
- Students participate in Engineer's Youth Festival, debate competition like Gender equality etc.
- They take part in cultural events at district level like Sonzal and Tech-fest (LPU-Jalandhar) where they showcase their talents.

Facility for Cultural events

Sr. No.	Facility Available	Details of the Facility Available
1	Open air theatre	1328.62 Sq.m open to air theatre is made available on the campus.
2	Seminar hall/Auditorium	170 Sq.m, 1 closed hall is available having seating capacity of 210 participants.

File Description	Document
Any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**Response:** 38.46

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 40

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 52.72

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

2018-19	2017-18	2016-17	2015-16	2014-15
480	370	390	470	470

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

Name Of ILMS software	SOUL and INFLIBNET
Nature of automation	partial
Version	Soul 2.0 & INFLIBNET
Year of Automation	2013

File Description	Document
Any additional information	View Document

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

Response:

The library is an integral part of the intellectual power of our college. The library has an area of 650 Sq.mts and seating capacity for about 100 readers.

- Library holds over 51,798 books, 300 print journals, provides access to electronic resources, Newspapers and business magazines, and 1500 multimedia resources.
- College have institution membership of NDL.
- Library is Wi-Fi enabled and under CCTV surveillance
- Library gives the facilities like Circulation service, reference service, and reprographic service, document scanning, document printing, NPTEL lectures and news paper clippings.
- Library has periodicals like 300 journals, 1000 magazines, 2000 News Papers.
- Library have non-book Materials like 1500 CD-ROMS and DVDs and 750 project reports.
- Library has 91 rare books.
- Library Collection

Description	Details	
	Titles	Volumes
UG/Course –Book Details		
Electronics and Communication Engineering	3000	10100
Computer Science and Engineering	3200	10627
Civil Engineering	2513	9000
Electrical Engineering	1870	3060
Mechanical Engineering	1800	7000
MBA	500	3355
MCA	1000	6000
Humanities	200	2656
Total	14083	51798

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

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

Response: 18.98

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

2018-19	2017-18	2016-17	2015-16	2014-15
7.28	7.56	36.39	7.285	36.39

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

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

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 7.81

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

Response: 248

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

In the entire campus, the LAN connects all the computers with 100 Mbps speed capacity leased line provided by CNS infotel Services Pvt Ltd.

- Wi-Fi connectivity is provided in the administrative and academic areas. Surplus Ethernet ports are provided all over the campus, for laptops/devices in need of internet connectivity.
- Computer laboratories are equipped with state-of-the-art technology and are available to all the staff and students.
- Licensed Antivirus is used to enable the security of the computers. Our college has 583 computers and all the departments have software packages as per the curriculum needs.
- The institute upgrades the software packages and also purchases software currently being used in the industry to make the students, industry ready.
- A separate team with in-house staff takes care of the IT related needs of the campus such as Hardware and networking.

Up-gradations in IT Facilities are mentioned below.

Wi-Fi Facility:

- **Name of the Internet provider:** CNS infotel Services Pvt Ltd.
- **Available Bandwidth:** 100 Mbps
- **Wi-Fi Availability:** Available in administrative and academic blocks
- **Internet access in labs, library, classrooms, and offices of all department:** 649 Nodes

Server Details:

Server Name	System Configuration
1 U Rack Server 3250	Brand :IBM Processor: Intel Xenon QUAD core @ 3.1 GHz Memory: RAM 8GB. Hard Disk:500GB
SSM/MCA/Server_01	Brand: IBM

	<p>Processor: Intel(R)XEON(R) CPU E31220 @3.10</p> <p>Memory:RAM:4 GB</p> <p>HardDisk:500GB</p>	
SSM/CSE/Server_01	<p>Brand: IBM XEON</p> <p>Processor: Octacore</p> <p>Memory: RAM-8GB</p> <p>Hardisk-500GB</p>	
SSM/CSE/Server_02	<p>Brand: HP</p> <p>Processor: Quad Core</p> <p>Memory: RAM-4GB</p> <p>Hardisk-320GB</p>	

4.3.2 Student - Computer ratio

Response: 5.18

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

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

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

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 2.91

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

2018-19	2017-18	2016-17	2015-16	2014-15
17.70	17.18	15.65	30.86	36.31

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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

- 1.The college has appointed personnel for maintaining facilities such as buildings, transport, electrical, gardening etc.
- 2.Separate complaint registers are maintained for various services.
- 3.Regular cleaning of college floors, classrooms, laboratories, equipment, and restrooms are being done by the housekeeping team.
- 4.Stock verification of all labs and other facilities is done at the end of every year by the staff members from other department and the report is submitted to the Principal.

Maintenance of Laboratory Equipment

- 1.Periodical check-up of equipment is carried out as per schedule by the lab coordinators The measuring instruments are calibrated regularly.

2. In addition, maintenance is being done weekly, monthly and yearly and respective registers are maintained in the laboratories
3. As per the requirement, minor repairs are carried out by the lab instructors or faculty member.

Major repairs for all laboratory equipment are outsourced by following the procedure as follows:

1. The service request is forwarded to HOD through Lab-in-Charge.
2. After approval, the department calls the person for the same.
3. After approval, the service is carried out in the presence of Lab-in-Charge
4. After service, the work completion statement and bills are maintained for record.

Maintenance of Computer Laboratories

1. Maintenance of computers is taken care by an in-house IT admin team.
2. Preventive maintenance and breakdown maintenance procedure is followed. A weekly status check on the hardware and software condition of the machines is undertaken.
3. Breakdown maintenance wherein the system fails due to SMPS problem or boot failure is maintained. If the problem is minor, the technical support staff of the lab will rectify it. For major failures, support from the vendor is taken.
4. Periodic maintenance is done by regular cleaning of the lab spaces, software updates.

Vehicle Maintenance

1. Preventative maintenance is performed daily which includes fuel and fluid level checks.
2. Breakdown maintenance is carried out for worn-out components by sending for repair or replacement.
3. Vehicle records with all maintenance tasks performed, vehicle miles and emission control reports are maintained

Library Maintenance

1. Library maintenance involves continuous **observance** and verification of the stack, **showing of latest** material on the display racks and arrangement of the books on the racks.
2. Also, the book materials are cleaned at periodic intervals to reduce the damage caused by dust, insects and pest infestation.

Sports Infrastructure Maintenance:

1. Indoor and outdoor sports infrastructure facilities are properly maintained by the markers throughout the year.
2. Playfield and sport equipments are also maintained regularly.

Maintenance of sensitive equipment, power and water supply:-

Category	Capacity	Total Number	Maintenance AMC
Generator (Mahindra and	62.5KVA	3	1) Staff itself 2) Rahim Motors

Mahindra)			
RO plant	40 litres	1	Blue Mount
Kent Elite-1	25 litres	1	
Stainless steel tank with Automatic Sensor for Auto On and OFF	100 litres	1	
UPS	5KVA	2	By Solus company
UPS	10 KVA	9	By Solus company
UPS	10 KVA	1	By Microtech
UPS	10 KVA	3	By Sukam
File Description		Document	
Any additional information		View Document	

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 38.44

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

2018-19	2017-18	2016-17	2015-16	2014-15
1239	913	1131	1311	947

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

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

[View Document](#)

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

Response: 0.96

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

2018-19	2017-18	2016-17	2015-16	2014-15
30	30	24	27	28

File Description

Document

Any additional information

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

- 3. Soft skill development
- 4. Remedial coaching
- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document

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

Response: 2.9

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

2018-19	2017-18	2016-17	2015-16	2014-15
67	70	58	46	169

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

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

Response: 0**5.1.5.1 Number of students attending VET year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**Response: Yes**

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression**5.2.1 Average percentage of placement of outgoing students during the last five years****Response: 14.8****5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
57	49	130	91	135

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)**Response:** 13.58

5.2.2.1 Number of outgoing students progressing to higher education

Response: 112

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**Response:** 43.67

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

2018-19	2017-18	2016-17	2015-16	2014-15
30	31	29	15	82

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

2018-19	2017-18	2016-17	2015-16	2014-15
90	70	65	54	120

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national**

/ international level (award for a team event should be counted as one) during the last five years.

Response: 7

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	2	2	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

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

Response:

Institution has a robust student council in place which takes care of various activities and issues pertaining to the students. Institute has a number of Committees aimed at welfare of the institution in general and students in particular. These committees have members drawn from students of different classes.

Representation of students on Academic & Administrative Bodies/Committees of the institution

Involvement in Academic Affairs:

Students participate in all academic, planning and auxiliary functions of the Institution. Every class has a class committee consisting of class coordinator from faculty side, class representatives from students. HOD is associated in supervising the activity. The functions of the class committee include:

1. Discussing problems experienced by students in the classroom and laboratories and any general problem.
2. Providing necessary information to the student representatives and details of regulations regarding weight-age used for each assessment. Class committee is constituted within the first week of each semester holds at least two meetings in a semester at appropriate intervals before the internal assessments.

Involvement in Administrative Bodies:

Institute established Internal Quality Assurance Cell (IQAC) which is looking into all facets of academic and overall performance on behalf of Administration. IQAC has representatives from faculty and students. IQAC is currently working to improve the academic performance of students and placement opportunities. Main role of IQAC team is to strive for overall improvement in the working of Institution hence a role for student participation by way of: -

- Monitoring academic performance of the students
- Obtain feedback from students to evaluate and improve the teaching/learning methodology.
- Participation in guest lectures, workshops, seminars etc conducted by departments and interaction with academic and industrial experts to keep them abreast with scientific and academic advancements.

Other Co-Curricular Committees:

Student Grievance: Committee addresses student grievances and maintains harmony and discipline among the students.

Anti-Ragging: Committee ensures zero ragging incidents in the Institute and also spreads awareness among students against any type of ragging activities.

Cultural: Committee co-ordinates various cultural activities and events throughout the year. “E-Tonner” is annual social gathering which showcases cultural talent of students. They also participate in Engineers Youth Festival, Debate Competitions, Sonzal (University of Kashmir), Tech-Fest of LPU and other programmes held at various educational and social platforms.

Sport: Committee organizes interdepartmental sports event. Our students actively participate in various sports in inter-College, inter-University, inter-State and National level competitions.

Magazine: Annual magazine ‘SPRING’ published by College Magazine Committee includes members from student community. Students express their talent in the form of articles, poetry, interviews of eminent personalities etc. This exercise inculcates social values in students.

Technical Activities: Every Department is having an active Student’s chapter associated with the Institution of Engineers, India (IEI). These chapters conduct various programs such as Expert lectures, Industrial visits etc. Students participate in various programmes and technical sessions of IEI and also join “Engineers Day”.

Extension Activities: Any education is incomplete without social awareness. Students actively participate in different activities such as Blood donation Camp, Swachha Bharat Abhiyan, Yoga day, Tree plantation etc.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution

level per year**Response:** 3.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	6	2	4	3

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

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

Alumni Association/chapters (registered and functional) contribute significantly to the development of the institution through financial and non-financial means during the last five years. This association interfaces between the eminent alumni and the institute creating a strong network. Some of the students, intending to become self-employed professionals, are placed with those alumni already established as successful entrepreneurs. Alumni of the institution have also been instrumental in facilitating various technical/industrial site/field visits for the benefit of students of various semesters. Alumni Association is also part and parcel of various cultural activities organised by the institution.

The functions of the association are to foster warm relationship between Alumni and the present students resulting in the participation of Alumni in the developmental activities of the Institute, Also the association develops Industry-Institute interaction through Alumni members thus improving placement opportunities for fellow alumni/fresh graduates. The management of the activities of the Association is entrusted and vested in accordance by the Governing Body. The Governing Body includes President, Secretary, Treasurer and other members. The governing body meets at least twice in a year. The General Body meetings of the Alumni Association are held at least once in a year. The Alumni of different batches come together and have meets of their batches. Alumni association has successfully conducted such Alumni Meets as a regular feature. Alumni representatives are present in various statutory bodies:

Governing Bodies: Internal Quality Assurance Cell (IQAC) of the institute has alumni as a member who is involved in the development and application of quality benchmarks for various academic and administrative activities of the institution.

Departmental Advisory Board: Alumni are part of the departmental advisory board. They have active participation in the development activities of the department. They suggest changes in the course content and new courses to be introduced in various programmes.

Board of Studies (BOS) member: The alumni who are members of Board of Studies (BOS) are invited for the meetings wherein they play a major role in the process of curriculum improvement by suggesting changes according to industry standards.

Industry Expert: Some of the alumni work as an industry expert. Alumni who are working in different organizations share their professional experience with the students enhancing teaching learning process. This helps students for a transition from campus to corporate.

Internship & Entrepreneurship Awareness: Alumni from different domains help students to get internship at industry. The Entrepreneurship Development Cell (EDC) of the institute organises lectures by alumni to inculcate entrepreneurship skills in the students. Alumni are invited as judges for various technical competitions organized at the institute.

Alumni Feedback: The institute takes regular feedback from alumni in various issues which help in overall development of the students. They share their professional experience and make students aware of recent technologies and tools used in the industry

File Description	Document
Any additional information	View Document

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

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

Response: 5

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	2	1	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision

- Fostering creativity and growth for Techno Economic upliftment of society.

Mission

- Producing highly motivated quality Engineers, Technocrats and Managers with sound knowledge and profound skill through efficient & effective teaching learning process.
- Enhancing efficiency and productivity of the students to face the global challenges by imparting education & training conforming to international standards.
- To inculcate value based professional ethics in students for their all-round development and welfare of the society.

Nature of Governance, Perspective planning and participation of teachers in decision making

- The Governing Body of eminent educationists, administrators, technocrats, highly qualified professionals, reputed industrialists and entrepreneurs provide guidance and direction to the institutional management and administration .Over all working, future plans in tune with Vision and Mission and motto of institution viz. “EDUCATION PAR EXCELLANCE” is evaluated and planned by the Governing Body.
- Chairman/Vice Chairperson are executive heads of the institution, who translate the decisions taken by the Governing Body into practice through the practice of decentralization and participative Management in all activities. They delegate authority in respect of academic or developmental and administrative matters to the Principal and team working under his leadership.
- In consonance with its vision and mission the institute frames its strategy for planning multifarious activities aimed at achieving the desired objective of providing quality education with progression in degree of academic excellence.

The broader contours of the perspective plan of the Institute encompass the silent features: -

1. Providing of best possible Teaching/ Learning mechanism in holistic manner to understand the concept, fundamentals and the overall spectrum of different courses offered to study.
 2. Creating better ambiance and atmosphere for overall excellence at par.
 3. Encouraging all-round competitive capabilities and generating confidence amongst the students to face the challenges of the time,
 4. Inculcating the deeper sense of higher human values to nurture our youth to serve the mankind with greater sagacity and responsibility.
- The effectiveness and efficiency is ensured by involving teaching and non-teaching staff in each

and every activity of institution, which develops a sense of belongingness in them.

- The institute has various College Committees/clubs/Task force teams which ensure implementation of operational plans through HODs / departmental coordinators and other faculty and staff members.
- The day to day activities are managed by departmental coordinators under the close supervision of respective HODs.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

All Academic and Administrative affairs are looked upon by the Principal who involves Dean Academics, Vice Principal, Director IQAC, Controller of Examination and HOD's of different departments and class coordinators.

The Registration, Training & Placement, Extra Curricular activities and Administrative matters are looked after by Registrar, Dean Development/Training & Placement, Dean Students Welfare, OSD/Chief Administrative Officer respectively and team of other officers/faculty members working with them.

Various committees and sub-committees exist in the institution which comprise of members drawn from faculty and student and are entrusted with different responsibilities and tasks aimed at betterment of students, faculty, staff, institution in particular and for the overall betterment of society in general.

Delegation of Financial Powers: -

Budget is allotted for programmes organized at the institutional level (College Day, Graduation Day, Sports Day, Orientation Day, Fresher's Day etc.) and programmes like workshops, guest lectures, conferences, Faculty Development Programme etc. to the respective departments. Any programme to be organized is discussed with the Principal. After approval by the management, budget is sanctioned and placed at the disposal of concerned. Annual Budget for the respective department is prepared by the respective in-charges (lab procurement, infrastructure etc.) and forwarded to the Management for approval through Principal by HoDs.

- **Student Participation:** Students are involved in the planning and execution process for overall development and functioning of the institution through different student committees. These committees play important role in arranging and coordinating various co-curricular and extracurricular activities and help in maintaining conducive academic environment in the institution based on the feedback from the student community.

Case study

As a case study the activity of holding Course Review Committee (CRC) can be cited wherein a

committee of faculty of the Department with HOD as its Chairman plays a crucial role in decentralizing the resources by scheduling the activities of the department and assigning responsibilities to the department faculty. The Committee has functional autonomy in preparing the budget, subject allocation to the faculty with mutual understanding, framing time table and holds himself/herself responsible for implementation of these activities. The CRC plans and organizes workshops, seminars, extension lectures, symposia, conferences, events, industrial visits, and industrial training .The faculty is delegated these activities by the HOD. Further faculty members are involved in the purchase and maintenance of equipment and consumables.

Faculty members act as representatives in the Governing Council, Departmental Advisory Committee (DAC), Programme Assessment Committee (PAC), Course Committee, Discipline Committee, IQAC etc. and other statutory bodies where important decisions are taken.

A mentoring system for the students is implemented with the participation of the faculty members in the ratio of 15 to 20 students to each faculty.

Each and every faculty maintain the record of complete students' profile.

A schedule is made periodically for monitoring the students' performance.

In addition to the curriculum, the extra-curricular and co-curricular activities are also considered for mentoring.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

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

Response:

Based on Vision, Mission, Motto and SWOC analysis the institute has formulated Strategic plan and accordingly various objectives have been identified and to accomplish these objectives several Tasks have been planned and to accomplish these tasks ,Task groups have been formulated, each Task group is headed by the Task leader. Action Plans for each activity have been prepared and are implemented to achieve the set targets.

The institute is proud to carry on the implementation of the planned activities effectively and efficiently in spite of the disturbances in the valley, by compensating the loss of days due to disturbances by converting Sundays and Holidays, whenever required, into working days and by increasing the working hours.

Our institution is developing rapidly as per its strategic plan and is fully committed to fulfill its vision and mission which aims at all round development of the students and spread up moral values and developing social sensibilities in addition to academic excellence. The institution strives to develop a learning

environment and curriculum conducive to enrich teaching learning process.

File Description	Document
Any additional information	View Document

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

Response:

Organizational Structure

The institution is run by the trust “Srinagar School of Management” and is governed by a Governing Body assisted by a Managing Committee. The Principal of the Institution is the academic and administrative head of the Institution. The Principal is supported by team of functionaries viz. Registrar, Dean Academics, Dean Development/Placement, Director IQAC, Chief Administrative Officer/Officer on Special Duty (OSD) and Vice-Principal

Functions of various bodies

Governing Body:

Governing Body is the top most and leading constituent of the institutes organizational structure. Functions of Governing Body is to endow with guidance and direction to the institutional management and administration in matters related to over all working, drawing future plans in tune with Vision and Mission and motto of institution viz “*Education Par Excellence*”. The said body also evaluates the process and progress the institutional management and administration carries to sustain high standards of the institution. Governing Body being a conglomerate of eminent educationists, administrators, technocrats, highly qualified professionals, reputed industrialists and entrepreneurs contributing a lot to the growth of the institution.

College Management/ Development Committee:

Institutional Management/Development Committee comprising of members/executives having immense knowledge and experience in the field of Academics, Administration and Planning, work under the headship of Chairman/Vice Chair Person .The said committee gets the plans and programs of Academic, infrastructural development, Co-curricular and other activities formulated and executed efficiently by putting in their expertise and knowledge.

Internal Quality Assurance Cell:

The Internal Quality Assurance Cell is charged to develop a system for conscious, consistent & catalytic improvement in the overall performance of institution & monitor the quality of instruction by arranging periodic assessment of specific academic programmes / projects and for accreditation. Stimulating the

academic environment for promotion of quality of teaching-learning process. Encouraging self-evaluation, accountability, academic autonomy and innovations is an endeavor of IQAC.

Training & Placement Cell:

The Training & Placement Cell of the institute plays vital role in building strong Industry Institute relations which enables the institute to send its students to various industries/work places for Technical visits, Practical Training, Internships, Campus and Off Campus Placements, Guest Lectures etc. MOUs are signed with reputed industries for the purpose. Moreover the institute gets acclimatized about the industrial needs and shape its students to meet the industrial demand.

Anti-ragging committee:

The Anti-ragging Committee of the institute is one of the most important committee which has been established to eliminate the scourge of ragging and curbing such obnoxious activity. The committee is supported by an anti-ragging squad that keeps a close vigil in the campus and in college buses, so that no incident of ragging takes place. The Anti ragging committee/Squad arranges awareness programmes regarding anti-ragging and disseminates /displays measures taken by institute about anti-ragging, warnings & punishments for the act as laid by Hon'ble Supreme Court at prominent places along with contact details of the functionaries.

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

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

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

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

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

Response:

With the leadership of the Principal, every committee is assigned with specific tasks pertaining to the requirements of conducting college functions. Heads of the committees monitor the works. A minimum of two meetings are held prior to the function in the presence of Principal, HODs and Committee heads. The committees constituted are not permanent. The conduct of functions fosters relationship and nurture unity.

Case Study: Graduation Day 2018-19

Grand event of Graduation/Convocation Day was celebrated by the College at its campus on 16th May 2018 to felicitate over 700 passed-out students. Vice-Chancellor University of Kashmir Prof. (Dr.) Khurshid Iqbal Andrabi Sahib, Vice-Chancellor Central University of Kashmir Prof. (Dr.) Mehraj-ud-din Mir Sahib, Former Vice-Chancellor Central University of Kashmir Prof. (Dr.) Abdul Wahid Qureshi, Mr. Mohd. Shafi Pandit, Chief Mentor & Convener Board of Advisors at ASCENT Group, Mrs. Roma Wani General Secretary J&K Red Indian Red Cross Society, Dr. G.N. Qasba Former Commissioner SMC, DGM BSNL Mr. Masharib Gul Mufti (ITS), Mr. Ayaz Hassan Moon Dean School Engineering IUST, Mr. S.R.S. Madni Former Commissioner Secretary to Government, Mr. Amir Ali Mir Director Disaster Management J&K, Prof. M.A. Shah NIT Srinagar, Mrs. Sunanda Ganjo, Tehsildar and other distinguished and respectable dignitaries graced the occasion with their presence.

The event was managed through a proper procedure with involvement of all stakeholders for which meetings were held in advance and the following process was adopted in the exercise:

- Registration Process
- List of invitees
- Invitation sending process
- Formal and informal session events and timing
- Transport, food, seating and other necessary arrangements

The following committees were constituted for the successful conduct of the graduation day and the committees were entitled to execute the tasks as discussed in the meetings:

- Reception Committee: Receiving the Chief Guest and invitees Guard of Honor:
- Procession leading committee: a student from each department is selected who leads the procession of graduates with dignity from department to OAA (Open Air Auditorium) and ensures their

arrangement as per award distribution.

- Helpdesk: for guests to visit various departments
- Work Stage Arrangement : Stage Decoration
- Graduates Robe Committee: Robe distribution
- VIP Hospitality: Taking care of the VIPs
- Award of Certificates: Distribution of certificates
- Medals and Gifts to the Rank Holders: Presentation of Management gifts
- Cultural event committee: ensuring the arrangement and smooth conduction for cultural programmes, singing, dancing and other activities.
- Faculty coordinator committee: for supervision
- Catering Committee: Taking care of food services to graduates, parents and guests
- Transport Committee: Taking care of transport facilities as recommended
- Banners / Photography / Video, Press & Publicity: Bringing visibility and publicity
- Seating Arrangement & Discipline: confirming the participation
- Announcements & Scheduling: Coordinating the program
- Technical committee: for addressing technical issues during the program.

The following sequence of activities was done after constituting committees.

- Conducting meetings for the committee heads with members.
- Execution of activities as planned.
- Successful conduct of the function

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The Institution is conscious about the welfare of its staff be it teaching, non-teaching, supporting or any staff member. The Institute has always been considering its Management and employees as a family and that is why in most of its communications the persons associated with institute be it from employer or employee are addressed as “SSM Family”. As a family it is always an endeavor from management to take care of its family members i.e., employees. In this direction the Management takes a number of measures to benefit its staff. The Management and colleagues of an employee stand together with a staff member when he/she faces any calamity or is in any sort of distress.

The Institution takes following welfare measures to ensure that staff feels at home while serving the Institution.

- a. Interest free loan facility to the employees to meet certain exigencies or events like marriage etc.

- b. Insurance cover to the employees.
- c. Compulsory contributory provident fund for the employees with matching share from the employer.
- d. Maternity leave provision for female staff.
- e. Incentives for publications.
- f. Marriage gift with a sanction of one week paid leave.
- g. Cab facility for senior functionaries/faculties.
- h. Helping faculty to advance their profile by sponsoring for workshops and FDP's.
- i. For non-teaching staff financial support is provided to pursue their skill development.
- j. Free dress in the form of uniform is provided to the employees and supporting staff connected with transportation and security.
- k. Subsidized canteen facilities for the staff.
- l. Festival advance are provided to the employees.
- m. Gifts to outstanding faculty on Events.

File Description	Document
Any additional information	View Document

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

Response: 26.7

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

2018-19	2017-18	2016-17	2015-16	2014-15
46	65	5	0	67

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

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

Response: 3

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

2018-19	2017-18	2016-17	2015-16	2014-15
5	4	1	2	3

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

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

Response: 53.5

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

2018-19	2017-18	2016-17	2015-16	2014-15
64	123	27	71	88

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

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

Response:

In order to ensure quality teaching learning process the faculty is being constantly evaluated for their performance and incentives in the shape of annual increments and promotions are granted. An effective and transparent system stands evolved for purpose of performance appraisal in respect of both teaching and non-teaching staff. The faculty/staff member is asked to fill up a self-appraisal form devised for the purpose which is reviewed by concerned HOD as the first reviewing authority and by the Principal as second reviewing authority and finally accepted by the Management. Performance appraisal of all employees is essential to the achievement of its commitment to provide quality educational experiences for all students in its care. The College also believes that the performance appraisal process provides opportunities for staff development and encourages the professional growth of each staff member while acknowledging and affirming the efforts, involvement and achievements of all employees. A performance appraisal is a systematic, general and periodic process that assesses an individual employee's job performance and productivity in relation to certain pre-established criteria and organizational objectives. Other aspects of individual employees are considered as well, such as organizational citizenship behavior, accomplishments, potential for future improvement, strengths and weaknesses, etc.

All the faculty members are briefed about the appraisal criteria & the corresponding weightage to create awareness and also to obtain feedback for improvement of the appraisal system.

1. Faculty members are reminded & encouraged periodically by the respective HODs on appraisal criteria to ensure that faculty members put in maximum efforts to score maximum points in the appraisal. At the end of the academic year, faculty members carry out self-appraisal & submit to the concerned HOD. HOD, in-turn, discusses with the concerned faculty member before sending the appraisal report to the Principal. He discusses with HOD & recommends to the management for the sanction of annual increment if the report is satisfactory and an appreciation letter is issued to a faculty member. In case the report is not satisfactory, a letter is issued to the concerned faculty member highlighting the issues to be addressed in the following academic year along with the sanction of increment.
2. The appraisal criteria for non-teaching staff is different from that of teaching, however, the procedure followed is similar to that of faculty. The staff appraisal system is comprehensive and ensures continued effective staff performance.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Financial Management and Resource Deployment

To ensure proper financial management and planning annual audit is essentially required which leads to optimal utilization of available financial resources. External auditing is being done by Chartered Accountant. The Audit is a regular feature and is being conducted at the end of each financial year. The outcome of the audited statement gives an insight into the financial health of the Institution and leads to introduce corrective measures for improvement.

The funds are utilized on need basis with due consideration of the requirements on account of establishment, infrastructure development and overall functioning of the Institute.

File Description	Document
Any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

SSM College of Engineering being a self-financed institution has limited sources of income despite that the College has a well formulated financial policy which ensures effective and optimal utilization of finances

for academic, administrative and development purpose that ultimately helps in realizing the Institute's vision and mission.

The Institute has a proper procedure in place to monitor effective and efficient utilization of available financial resources for infrastructure development and academic processes. Every year, the budget is prepared well in advance after taking into consideration the requirement of every department. Each department projects the requirement for the whole financial year which is taken care of in the budget proposal, keeping in view the limited resources. The requirements projected by the departments is based on the spade work done by the faculty and staff at gross root level, thereby reflecting participatory planning. The budget prepared is balanced with the resources and priorities executed.

Areas of resource mobilization:

The Institution mobilizes funds through the following:

- Tuition fee collections from the students
- Fee collections for the other services rendered to the students i.e. bus fee
- Interest earned on deposits
- Funds for various schemes like MODROB etc

Funds utilization strategies:

- According to financial requirement of each department, budget amount is being provided to meet up the expenditure on objects approved under budget allocation.
- From time to time budget is reviewed for balancing resources with expenditure.
- Re-appropriation of funds is made wherever needed.
- Requirements found necessary but not projected in the budget on need base are incorporated.
- Wherever sharing of resources and equipment is possible by optimal utilization of funds.

File Description	Document
Any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

The institution has a vibrant Internal Quality Assurance Cell (IQAC). The Cell comprises of dynamic faculty representatives from all the departments with Principal as its Chairperson, who is assisted by Director IQAC.

The IQAC has been trying to develop a system for conscious, consistent & catalytic action to improve the academic and administrative performance of institution and to promote measures for institutional

functioning towards quality enhancement through quality culture. It channelizes all efforts & measures of the institution towards promoting its holistic academic excellence.

To ensure efficient functioning of IQAC, Director of the Cell interacts with various functionaries and apprises Chairperson from time to time regarding the progress of various activities taken by the Cell. IQAC meets twice in a year. The deliberations/suggestions for improvements in academic/administrative functions are recorded and forwarded to the concerned for follow-up action.

The Internal Quality Assurance Cell is set up to monitor the quality of institution by:

- Arranging for periodic assessment of specific academic programmes or projects for accreditation.
- Stimulating the academic environment for promotion of quality of teaching-learning and research.
- Encouraging self-evaluation, accountability, autonomy and innovations.
- Undertaking quality-related research studies, consultancy and training programmes
- Collaborating with other stakeholders of higher education for quality evaluation, promotion and sustenance.

Practices institutionalized

- Fast and slow learners
- Mentor-mentee

File Description	Document
Any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Internal Quality Assurance Cell of the institute ensures reviewing of the teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals. IQAC mechanisms are aligned with the requirements of AICTE and Kashmir University norms. The institution has structured mechanisms to continuously review the teaching learning process as mentioned below:

S.No	Mechanisms	Structure and methodologies of operation	Outcome
1	Course Review Committee (CRC) File	Lecture plan, Lecture details, Tutorial details, Lab details, attendance record, continuous assessment record, extra classes record is maintained in CRC File	It inculcates habit of maintenance of record in proper form and adhering to the faculty schedules

		for each course taught by the faculty.	
2.	Monthly students attendance (input taken from mapper)	The number of classes taken viz-a-viz number of working days gives a direct measure of teaching input.	The importance of timely completion of syllabus and seriousness of the students in the class gets evaluated.
3	Student Feedback	The Director (IQAC) with some team members undertake a surprise visit to the classes and obtain Student feedback for particular class in absence of concerned faculty. Besides student feedback forms are distributed at the end of semester. This is confidentially collected for review.	Faculty is identified for corrective measures.
4	Performance appraisal	Self-performance appraisal is done by the faculty. The HOD assesses through grade points.	Weakness are identified for improvement.
5	Result analysis	Result analysis is done for finding out the percentage of marks scored by the students in each of the subjects. This together is treated as a measure of the concerned faculty's teaching efficiency	Faculty gets insight about his/her weaknesses and takes corrective measures for improvement.
6	Management meetings with the faculty	Meetings with faculty are conducted by management representatives and head of the institute. Poor performers are identified and corrective measures are taken accordingly.	The faculty is made accountable.

The institute organises interactive meetings with all its stakeholders in order to strengthen its quality assurance policies, mechanisms and outcomes. The following are the stakeholders of the institute:

Management: Management representatives will interact with the faculty through meetings. These

meetings are aimed towards reaffirming the quality conducive of the institution and its compliances.

Parents: Parent-Teacher Meetings are conducted to inform them the initiatives taken by the institution to attain quality resulting in progress of their wards.

Students: The institute conducts Orientation Programme at the beginning of every semester to make the students understand the quality concerns and to reinforce the culture of excellence in all aspects.

Alumni: In the meetings with alumni quality mechanisms and their improvements are discussed.

Industry: Suggestions on revision of curriculum to include newer areas of knowledge and skill development as per industry requirement are incorporated to convince the employers on the commitment of the institution towards quality.

University: The local inspection committee which comes to inspect the quality standards maintained by the institute are convinced to obtain renewal of affiliation.

Community: dissemination of information which are part of admission campaign, information posted on the website and social service activities convey the quality policy, mechanisms and outcomes to the community.

Contribution of IQAC to Improve Teaching – Learning Process

The following are the contributions of IQAC to improve the teaching-learning process based on following three categories:

Providing Service:

- Distribution of college academic calendar & teaching plan
- Providing Printed Study materials in each subject as per University Syllabus.
- Quality of teaching
- Use of teaching aides
- Periodic Assessments
- Time bound Assignments
- Review of Attendance
- Parent – Teacher Communication
- Counselling & Mentoring
- Additional Classes & Open book Test Papers
- Concurrent monitoring of classes through spot checking & Video monitoring
- Value addition chapters/topics in all subjects

Collecting Feedback:

Student feedback is collected on following parameters:

- Regularity in conducting classes
- Time –consciousness
- Preparation for the Classes

- Syllabus completion in time
- Competency in the subject concerned
- Presentation skill (Voice, Language, Clarity)
- Social networking sites (Face book) also provide student feedback.
- Feedback from students

Improving service based on Feedback:

- Faculty meetings are conducted based on student feedback.
- Appraisal of classroom situation by Course Coordinator/ Principal visiting classes periodically.
- The college regularly monitors social networking and print media and takes corrective actions in genuine cases.

File Description	Document
Any additional information	View Document

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

Response: 2.8

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	6	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document

6.5.4 Quality assurance initiatives of the institution include:

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

5.NBA or any other quality audit**A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**Response:****2014-2015**

- Approval for conducting M.Tech Programme in Mechanical Engineering from All India Council of Technical Education (AICTE).
- Approval for conducting M.Tech Programme in Electronics and Communication (E&C) Engineering from All India Council of Technical Education (AICTE).
- Placement training redesigned to start from the first year to instil employability skills in the students

2015-2016

- For the role of College in encouragement of Entrepreneurship ventures “Promising Entrepreneurs of India” award presented to Vice Chairperson of the college by Economic Times Flame of Entrepreneurship.

2016-2017

- Approval for conducting M.Tech Programme in Mechanical Engineering from University of Kashmir.
- In recognition of gradual progression of the College “Global Indian of the Year Award” presented

to Chairman SSM College of Engineering by the then President of India.

- Approval for conducting M.Tech Programme in Electronics and Communication (E&C) Engineering from University of Kashmir.
- In recognition to contribution towards development of technical education “Baba Sahib National Award” presented to Vice Chairperson of the college by Dr. B.R. Ambedkar International Foundation.

2017-2018

- IQAC reframed as per NAAC guidelines
- ICT enabled classrooms for all departments
- ISTE Student and Faculty chapter opened.
- “Global India of the Year Award” presented to Chairman SSM College of Engineering by the then President of India.
- Received “Certificate of Appreciation “from Global Association for Peace.

2018-2019

- For its achievement towards gender equality encouragement of entrepreneurship award titled “Bharat Vikas Award” received by the faculty member from Institute of Self Reliance.
- 1st, 2nd and 3rd Prize for “Women Wannapreneur” obtained in a programme titled “Start-up India” conducted through J&K Government EDI department.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response: 9

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	1	2

File Description	Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

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

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

Response:

SSM College of Engineering has taken the following measures through which the institution shows gender sensitivity in providing facilities

1. Safety and Security

- The Institute has a very disciplined and alert security agency in place with adequate number of security personnel posted at different places in the campus who besides keeping watch and vigil of the entire area, ensuring safety and security of the students and staff in general and female students and staff in particular.
- Concerned Police station ensures safety and security of female students and staff by way of regular patrolling of Police and other security forces outside the campus and surrounding areas.
- Electronics surveillance through CCTV cameras covering all the strategic locations of the College to continuously monitor the activities going on in the campus.
- Visitor entry is regulated by ascertaining verifiable purpose of visit.
- Timings of entry and exit into hostels are fixed. Any guest visiting hostler is required to obtain

prior permission from Warden/Security In-charge.

- Fire extinguishing equipments are put in place in all buildings of the campus including girls' hostel.
- Doctors are available on call, as and when need arises.
- The transportation of patients to medical centre / Hospital are available for any eventuality.
- Helpline numbers are displayed at prominent locations in the campus.
- Hostel warden caters to the requirements of the hostlers.
- Anti Ragging Committee/Squad, Internal Complaint Committee is in place and warnings are prominently displayed.
- Girl students, lady faculty/staff are treated with reverence and are not only given equal opportunities in all events but are encouraged to play proactive role.
- Proper checking is being carried out at all entry and exit points.
- Sufficient transport facilities are available for both boys and girls student.

2. Counseling:

- The first level of counseling for students is done at the time of choosing of a stream/programme and is done by a centralized bodies viz. J&K Board of Professional Entrance Examination (JKBOPEE/Director Admissions), Kashmir University during selection process.
- The second level of counseling is done in the institution through faculty counselor. The said counselor acts as a mentor to a particular group of students and takes care of their academic, social, emotive and cognitive development. Girl students get support in this direction from female faculty /staff.
- Faculty counselors act as a bridge between students and faculty/Management in getting issues/difficulties faced by the students resolved.
- The Institute has also a Central Counseling Cell (CCC) in place with a coordinator for facilitation. The said coordinator helps the students in dealing with personal matters like mental stress, disinterest in studies, depression, ward-parent, student-faculty relationship, failure in exams and other personal losses etc.

3. Common Room:

- The Institute has provided Common Room and open area theater for day scholars to give students a place to relax have informal discussion in free time.
- To cater special needs of female staff and students, Girl Common Room existing in the institute is equipped with appropriate facilities.
- Toilet facilities, sick room with beds is available besides common room with a female medical assistant.
- College hostel is also having spacious common room equipped with entertaining gadgets.

4. Women in Administrative Positions (Leadership):

1. Vice-Chairperson
2. IQAC – Director
3. Vice Principal
4. Dean Student Welfare
5. HOD Civil Engineering
6. HOD Computer Engineering

- 7.HOD Electrical Engineering
- 8.Deputy Registrar (Estates & Protocol)
- 9.Academic Officer
- 10. Assistant Registrar Admission
- 11. Assistant Registrar Vocational courses

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:	
1.Percentage of annual power requirement of the Institution met by the renewable energy sources	
Response: 16.67	
7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)	
Response: 30000	
7.1.3.2 Total annual power requirement (in KWH)	
Response: 180000	
File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs	
Response: 98.21	
7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
Response: 464.34	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 472.82	
File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

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

Response:**Solid Waste Management:**

- The Solid Waste Management strategy of our Institute revolves round 3R's i.e. Reuse, Recycle and Reduce, the same policy is put in place for managing different types of solid wastes.
- The first step is to reduce the amount of materials entering the waste stream.
- There are more than 14 collecting bins at different locations in the campus to place dry waste material.
- Given the topography of the College land fill is one of the methods adopted as a measure of dry waste disposal selectively keeping the hazards and environmental concerns in view.
- Efforts are made to keep the campus polythene free. Further the students of Civil Engineering Department are working on projects for conversion of plastic waste into construction material.
- Further the Institution has put in place one incinerator for disposal of combustible waste for a capacity of one Quintal per month. The heat evolved is used for heating water and is supplied to the security guard chambers.
- College being conscious of the importance of its role in working with organizations dealing with waste management and disposal has developed a close rapport with such departments and are therefore working hand in hand with these organizations for better management and disposal of waste. We as an Institution imparting higher education are committed to good practices in reducing and managing waste efficiently thereby employing innovative methodologies and good practices.

Liquid Waste Management:

- Leakage and overflows are regularly checked in all the buildings to avoid wastage of water and damage to the structures as a result of seepage.
- Water systems are designed in such a manner so as to reduce the amount of water used in the college campus and in the behalf the contribution of students/staff in judicious use of water is also solicited using different platforms which in turn reduce waste water/ sullage production.
- Waste water produced from different block of the Institution is channelized towards soak pits thereby adding up the ground water.

E-Waste Management:

- E-waste is collected at a central place (central trash store) and is scrutinized for finding reusable components and the rest of the waste is handed over to vendors for recycling and wiping on regular basis.
- Used batteries are disposed-off by way of selling out to the authorized agencies.

Students are also advised to deposit e-waste material with central trash store for proper disposal.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The College has put in place rain water harvesting practices and is executing the same in a phased manner. The first phase is already functional and work on other phases is under process. The phase first constitutes of collection of rain water from Civil, Mechanical and Electrical blocks of the Institution. The waste water after de-silting is collected in a square sump which also functions as fish pond to enhance beauty of the area. The excess water from sump is collected in underground rectangular chamber from where it is used for irrigating lawns and flower beds.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

a) Use of Bicycles:

- The students and staff residing nearby of the college are encouraged to come to college either by bicycles or on foot.
- Since the parking place for automobiles is earmarked just near the entrance therefore no vehicle is allowed to move inside the campus and the students, staff foot the movement inside the campus.
- To reduce number of vehicles the officers share common transport facility provided by the College.

b) Public Transport:

- Students/staff is encouraged to use public transport as the college is just 1.5 kms away from the National Highway.

c) Pedestrian friendly roads:

- Campus has a network of well maintained blacktopped roads and pedestrian friendly pathways for smooth movement inside the college.

d) Plastic-free campus:

- Use of polythene and plastic is discouraged in the campus.
- Use of paper cups/steel crockery is encouraged in the canteen/cafeterias.

e) Paperless office:

- All payments and receipts like student fee, staff salary, other bills are paid through digital mode.
- Only documents like Approvals, Agreements, Sanctions, Legal papers, Certificates and accounts statements are in paper shape. Most of other documents are maintained in electronic mode.
- All routine communications to faculty/staff/students are through e mails/SMS/Whats-App.
- Attendance of students is made through electronic mode using MAPPER software.

f) Green landscaping with trees and plants:

- The campus has lot of plantation and gives an attractive outlook.
- Plantation drive is a routine feature and is done annually on and around plantation day.
- Proper landscaping and lawns add to the ambience of campus.
- Water harvesting has improved in maintaining plants and flowers in an area around Civil, Mechanical and Electrical engineering blocks.
- Well ventilated classrooms/labs with natural lighting.

File Description	Document
Any additional information	View Document

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

Response: 0.18

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

2018-19	2017-18	2016-17	2015-16	2014-15
1.20	1.56	1.41	1.52	1.4

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

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

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

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

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

Response: 16

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	3	3	4

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

7.1.12

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

Response: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

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

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

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

Response: No

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

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

Response: No

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

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

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

Response: 3

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	1	1

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

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

Response:

SSM College of Engineering organizes national festivals, Independence Day and birth/death anniversaries of the great Indian personalities. During such occasions causes like environmental cleanliness and other society friendly initiatives are espoused with walks, road-shows, talks by eminent personalities.

Similarly birth/death anniversaries are commemorated and during such functions public personalities are invited to give talks on these occasions. The institute celebrates following events:

- Gandhi Jayanti 2nd October,
- Earth Day 22nd April,
- Rafi Day 21st June,
- Iqbal Day on 9th November
- Nouraz 21st March,
- Engineers Day 15th September and
- Teachers Day 5th September

On teachers day all faculty members gather in Seminar Hall, where the Management presents awards to the outstanding teachers as a token of acknowledgement to the exemplary work done by them in the field of education and development of the institution and teaching –learning process. The teachers on this day besides conducting different programmes take a pledge/oath to work dedicatedly towards fulfillment of the vision and mission of the institute.

File Description	Document
Any additional information	View Document

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

Response:

The institution maintains complete transparency in financial, academic, administrative and auxiliary functions in the following manner:

Financial:

- Annual audit of accounts is got conducted by reputed Chartered Accountant to ensure proper financial management and transparency.
- College fee is charged strictly as per instructions of admission regulating authority of the government and the same are also uploaded on the college website.
- The college fee and other charges like bus fee etc are also displayed at prominent places in the campus during admission process.
- Delegation of power in respect of purchase of equipments, books, raw materials, stationary etc vests with the Heads of the Departments.

Academic:

- The curriculum and regulations regarding academic process are drafted and finalized after seeking approval from the affiliating University and uploaded on college website.
- The rules and regulations are made clear to the students during Student Induction Programme.
- Student involvement in Board of Studies, Academic Committee/IQAC is in place.

Administrative:

- Self assessment system in the Institution is transparent.
- Each faculty/staff member is provided with an appraisal form and fills-in the self assessment portion of the form and submits back to the concerned controlling officer.
- The Controlling Officer on the basis of performance of the faculty/staff during the year gives his/her recommendations. Controlling Officer submits the same to the higher authority for review and is finally approved by head of the Institution. Based on the assessment report promotions/increments in salary are awarded.
- In case of doubts Committees are framed and concerned individuals are given a chance of being heard and put their point of view and impartial investigation is done wherever necessary.
- HODs are administrative controllers of faculty/staff detailed with their department.

File Description	Document
Any additional information	View Document

7.2 Best Practices**7.2.1 Describe at least two institutional best practices (as per NAAC Format)****Response:****Best Practice No-1**

Title of the Practice: - Compensatory Classes-A practice needed for slow learners and students who miss classes due to unavoidable circumstances or involvement in extra-curricular activities.

Objective of the practice: -

Some students are slow in understanding the lessons while there are some students who are fast in learning than the normal students. Therefore it is imperative to have a strategy in place to deal with these categories of students which is accomplished by arranging remedial classes for slow learners. Moreover, due to some unavoidable circumstances, involvement in extra-curricular activities and health grounds some students miss a sizeable number of classes. To make up the deficiencies of such students remedial classes are arranged. The practice is in place for last seven years and it has been found that the facility of providing remedial classes ensures that the students perform well in examinations even if they are slow in learning or are involved actively in extra-curricular activities. This also helps the students who are involved in sports, cultural activities, social activities etc to excel in these activities on one side and to make up their loss in

studies by these on the other.

The Context: -

The students who are slow in learning or miss classes due to their involvement in extra-curricular activities, health issues or any other unavoidable reasons mentioned below. This makes it difficult for them to complete a course and achieve the required attendance percentage.

- Students miss class owing to unforeseen circumstances like loss of kith and kin, prolonged illness, accidents etc and have an attendance percentage less than required.
- Difficulty in coping up with pace of studies-those who have wherewithal but need more time and hence unable to attend classes to get required attendance.

The Practice: -

- Students who are either slow learners or have missed classes due to some unavoidable circumstances, involvement in extra-curricular activities or health grounds are identified.
- The details of identified students are then forwarded to the coordinator of the class.
- The compensatory/additional/special classes are announced by HOD of the concerned Department with approval from Principal. The course is conducted during regular academic session either during weekends or after the regular scheduled academic class work is over as decided by Principal/Dean Academics and Top Management.
- Remedial classes are conducted beyond the scheduled class hours in consultation with the concerned HOD.
- On completion of remedial classes evaluation of these students is done.
- Proper attendance is maintained for all the remedial classes taken by a particular faculty member.
- Feedback is collected from the students after the completion of the remedial classes.
- The classes are offered by the concerned Department to students who lack requisite attendance percentage and have a likelihood of being detained.
- The compensatory classes are completed before last working day of end semester examination.
- No student who gets shortage in attendance can appear in end semester examination of that course without undergoing compensatory class for that course.
- Compensatory classes are announced by the concerned HOD after approval from Principal/Dean Academics of the college.
- Classes are being conducted during regular academic session either at the weekends or in the evening after regular class as decided by the principal.

Evidence of success: -

- Students are able to achieve pass percentage.
- Students get individual attention/care due to less strength of students in a class.
- Student who suffer on account of shortage in attendance due to unfortunate circumstances like medical emergencies, loss of near and dear one's in the family get benefitted by availing this facility.

Problems encountered: -

- During winter days difficulty is faced in arranging the classes in morning and evening hours due to

shorter length of days.

- Harsh winters make it cumbersome for the department to arrange such classes as sufficient heating and lighting arrangements have to be made.

Best Practice No-2

Title of the Practice: - Community service through facilitation Centre.

Objectives: -

It was observed that aspirants of various competitive examinations for employment or higher studies would suffer because of the blockade of National Highway and suspension of air service due inclement weather condition particularly during winter months. The Institution realizing this difficulty consciously took a decision to come to the rescue of such aspiring candidates established a facilitation center. The underlying principle of this facilitation practice is to make available around 300 computer systems/units with LAN and high speed internet for usage by various Government, public/private sector organizations for conducting online tests for employment, prestigious admission tests like JEE Mains, NEET (UG and PG), CMAT, GMAT, MAT, GATE, NET, Railway/Bank Recruitment etc.

Moreover, the facilitation centre helps the students of the Institution for preparation of projects, mock test for competitive examinations and placements, besides assignment work/internal examination etc.

The Context: -

- The students/aspirants of different competitive/entrance examinations had to go outside Valley for appearing in different examinations owing to lack of requisite infrastructure for conduct of such online examinations/tests.
- Sometimes the students would miss the examination owing to sudden closure of National Highway due to inclement weather and landslides en-route.
- Besides sky rocketing of air ticket prices owing to demand which would become non-affordable for students resulting in missing the opportunity.
- As a part of the responsibility as an institution imparting higher education need was felt to have a facilitation centre for online examinations/tests which would benefit students of the institution in particular and students community as a whole.
- The facility is also used by all the students of the college for preparation of projects, Mock tests for competitive examinations, preparation for different competitive examinations besides assignment work ,internal examination etc. The facility is highest in terms of number of systems available at one place and as such huge number of students have access to the facility at a time which results in timely preparations for the above mentioned tests etc

The Practice: -

- The availability of large number of computer systems in the institution enables the students to have access to high speed internet facility, enabling them to access different reference materials required in connection with project work assignments besides the study material available through different online educational portals like NPTEL,SWAYAM etc
- The facilitation centre for online examinations serves as a local and easily accessible place for appearing in online competitive examinations/entrance tests for Valley based students given the

distance to be covered for appearing in examinations even from far-flung areas of the Valley.

- The facility is an economically viable proportion given the fact that the students are mostly dependents.

Evidence of Success: -

- The slots for appearing in the entrance tests/competitive exams get booked immediately after the window for booking of slot for a particular examination is opened by the concerned authorities.

Problems encountered: -

- No problems have been encountered during the usage of facilitation centre.

File Description	Document
Any additional information	View Document

7.3 Institutional Distinctiveness

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

Response:

The vision of the Institute envisages “Fostering creativity and growth of excellence for techno-economic up-liftment of society” which is achieved through mission. The mission of the Institute is: -

- Producing highly motivated quality engineers, technocrats and managers with sound knowledge and profound skill through efficient, effective teaching learning process.
- Enhancing efficiency and productivity of the students to face the global challenges by imparting education & training conforming to international standards.
- To inculcate value based professional ethics in students for their all round development and welfare of the society.

In keeping with vision and mission of the Institute, we exert efforts to produce students who are highly motivated, efficient having profound skills in the field of engineering/management in which they pursue their studies. The students are abreast to the changing world of technology and practices which makes them globally competitive. Moreover, value based professional ethics are also imparted in them for their all round development. All these things aim at welfare of the society at large.

- In order to keep students abreast with latest developments and practices the Institute has a well-structured Industry Institute Interaction Cell (IIIC). The Cell arranges various activities in this direction by way of developing a close liaison with industry, Government/ Non-Government organizations within and outside the Valley.
- The Industry experts including our Alumni who are front runners in their profession (both Government and Private Sector) are regularly invited for interactions for sharing their experiences

and making them aware of the practices in the actual world of work.

- The Cell arranges internships of the students within and outside the Valley in reputed organizations/Institutions which gives an opportunity to the students to have hands on experience in the actual world of work and makes them ready to face the challenges in their respective fields during their employment.
- The students' projects are designed in such a manner that the prevailing problems in the society/industry are addressed. Although such projects are identified by the students with the help of faculty but the Industry Institute Interaction Cell facilitates the students to accomplish the project by virtue of close liaison with industry/society.
- The Industry Institute Interaction Cell arranges guest lectures of experts in their respective field of specialization and personalities of eminence in different walks of life.
- The constant interaction of the Cell with the industry enables it to get inputs regarding their requirements and thereby recommending necessary incorporations during the process of curriculum designing.
- The Cell builds a rapport with J&K Entrepreneurship, Development Institute and other organizations involved in entrepreneurship to encourage the outgoing students to establish their own enterprises. A number of entrepreneurship development programmes and camps are organized by the cell and students, faculty are deputed to such programmes organized by Entrepreneurship Development Institute (EDI).
- The Institution has entered into MOU with NIT Srinagar, NIIT Srinagar, NITTTR Chandigarh and various IITs as a part of collaborative academic activities and minor research programmes.
- Industry experts/representative on the various bodies of the Institute provides an opportunity to seek and implement suggestions for improvement.
- Recommendations of industry experts are analyzed by the Board of Studies of the College for due consideration and recommendation to affiliating University for inclusion in curriculum.
- Exposure to industrial environment by way of industrial visits, internships, guidance in project implementation and assistance in assessment.
- The faculty is deputed to various short term courses related to skill development programmes they in turn disseminate the knowledge to students thereby making them industry oriented.
- The students take up mini projects and develop prototypes of some utility items of community interest.

To provide dynamic and scholarly environment wherein students learn independently and in collaboration with others to develop disciplined as well as innovation approach towards their careers as professional Engineers and Managers.

5. CONCLUSION

Additional Information :

- SSM College of Engineering is the only Engineering Institute in the private sector of Kashmir Valley imparting Technical education.
- The Institute possesses an ideal infrastructure with all facilities of teaching/learning etc.
- The academic results of the students have all along been excellent reflecting a good image of the Institute.
- Because of adequate hi-tech facilities and highest number of computers and sound infrastructure available, the Institute takes a pride of providing place/center facilitating conducting online Competitive Examinations and all Bank Examinations through TCS and FOSS Programme (MHRD) besides other companies for recruitment drive.
- With a view to promote curriculum and extra-curriculum activities the Institute has various clubs operating like FOSS Club, Robotic Club, Environment Club and Sports Club which go in a long way to boost the innovative and creative mind frame of our students.

Concluding Remarks :

SSM College of Engineering an ISO certified institute of repute in Valley of Kashmir admits candidates for various Engineering courses through J&K Govt. Board of Professional Entrance Examination and for Management and Computer Application courses through University of Kashmir. The fee structure for all courses is fixed by the J&K Government Fee Fixation Committee / University of Kashmir .Examinations and evaluation is carried as per the norms set by the affiliating university by conducting internal tests, assignments, tutorials etc by college and semester end examinations by the University of Kashmir. Enrichment Programs through Industrial Visits, Life Skills/Soft Skills, Open elective subjects, Extension lectures, seminars, group discussions etc. are carried. The curriculum is choice based credit based (CBCS)/Elective System.

Cross-Cutting issues of relevance like gender equity, environment and sustainability, human values and professional ethics are integrated into curriculum through foundation courses like Human rights, Gender equity and Environmental studies .Activities promoting environment consciousness like plantation drives, liquid and solid waste management, solar energy harnessing and rain water harvesting.

Some of special features include obtaining feedback from various stake holders .Group discussions, seminars, real world project works, field studies, educational tours, Extensive industrial visits Mentor Mentee system, strong relations with Alumni, holding mega events related to art, culture ,music and entertainment

Institute has large campus having sufficient number of class rooms, laboratories, library with large collection of books and Journals with ILMS, ICT enabled class rooms, 100Mbps internet connectivity.

Institute functions on the model of participative management by involving staff at all levels, students and other stake holders in the process of planning, execution and management. Transparency in all actions through various committees and accountability is maintained. Institutional values are upheld with most suitable practices in consonance with its vision and mission.

Rich results in semester end examinations and good track record of placement and admission of pass-outs in

higher courses is the indicator of institutional performance.

NAAC