Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	**SYNERGY INSTITUTE OF ENGINEERING AND TECHNOLOGY**
Name of the head of the Institution	**Dr.Malaya Kumar Hota**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06762225905**
Mobile no.	**9437855446**
Registered Email	**sietdkl@synergyinstitute.net**
Alternate Email	**principal@synergyinstitute.net**
Address	**BANAMALIPRASAD, BY THE SIDE OF NH-55, DHENKANAL**
City/Town	**DHENKANAL**
State/UT	**Orissa**
Pincode	**759001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr.Matru Prasad Dash**
Phone no/Alternate Phone no.	**06762225905**
Mobile no.	**9861187636**
Registered Email	**sietdkl@synergyinstitute.net**
Alternate Email	**mpdash82@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.synergyinstitute.net

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.synergyinstitute.net/pdf/calendar.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.41**	**2014**	**10-Dec-2014**	**12-Oct-2019**

6. Date of Establishment of IQAC

13-Jan-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
NATIONAL SEMINAR	**23-Feb-2015** **1**	**94**

NATIONAL SEMINAR	07-Feb-2015 1	71
NATIONAL SEMINAR	23-Apr-2016 1	68
NATIONAL WORKSHOP	03-Mar-2016 1	60
NATIONAL WORKSHOP	18-Mar-2016 1	61
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTE	MODROB	AICTE	2016 2	1288235
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Different seminar and workshop was organised

Research papers were published in various international journal of repute

Industry-Institute Interaction

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
At least one seminar and workshop should be conducted.	. One seminar and one workshop had been conducted.
One study tour for the students per year.	. Pre-final year and final year students had gone for study tour
Skill development training for one month.	. Skill development training organised for one month.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
HOD COUNCIL	14-Sep-2015

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	10-Dec-2014
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	2016
Date of Submission	10-Feb-2016
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Management Information System (Synergy Info System SIS) The management information system of our Institute hosted in the portal www.synergy.ac.in/intranet is designed and developed by the Department of Computer Science and Engineering. The ERP System is comprised of the following modules 1. Online Aluminai Network. It is providing common platform for the institute. The objective of Alumni portal application is to allow old and new students of the college to have communication. This allows students to know about each

other and their current activities. 2. Online Attendance and SMS service. Online attendance system allows to automate our time table management by tracking the academic schedule and to communicate every day report with the parents. 3. Course Coverage It helps us to monitor the course coverage of the classes and enable the administrators for hands on control on academics. 4. Online Notice Board. It is the paperless notice board for all the day to day communications. 5. Online Library management. The library automation system digitized the library and implements the paper less library management software. 6. Online Inventory control This module automated the store department and it day to day activities. 7. Online Mentorial System Every faculty is assigned a group of 20 students under his mentor ship.This system automated the mentorial system that every faculty can maintain all the details and communications with the mentees and enabled the administration to have the access of the mentorial system. 8. Online Grievance management System. It facilitates students / complainants to lodge his or her grievance, send reminder and view status on action taken with regard to their grievance(s).

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1.1 Curriculum planning and Implementation 1.1.1 State the vision mission and objectives of the institution and describe how these are communicated to the students, teachers, staff and other stakeholders Vision To become an internationally acceptable institute of technical education which always promote pursuit of excellence and inculcation of human values. Mission ? To impart quality education and technological skill. ? To empower student with professional competencies for meeting global changes. ? To inculcate the habit of continual learning. ? To nourish the qualities of leadership, entrepreneurship, innovation and ethics. ? To create an outstanding ambience of academics, intellectual pursuits, innovative research and physical activities. Quality Objectives 1. Competency based Education & Training to the students ? Development of new Curriculum based on the needs of Industry and amended guidelines of AICTE / Utkal University /BPUT/ DTET (Orissa). ? Ensure students getting employment through campus interview. 2. Continual Improvement ? Reduce Failure rate. ? Periodical revision of curriculum. ? Increase in the number of tutor hours. ? Continuous assessment and satisfactory redressing of student

grievances. 3. Team work and total involvement of faculty and support staff ? Increase in the number of learning materials. ? Increase in the industrial attachment programmes. ? Increase in continuing education and training programme for industry. ? Improvement in laboratory maintenance and increase in the number of experiments. ? Improvement in extracurricular activities. 4. Continual up-gradation of knowledge, skills and attitudes of Faculty and supporting staff ? Number of industry oriented projects. ? Imparting leading edge technology courses. ? Improving teaching methodology and enhanced education, training and competence of faculty and support staff. ? Increase in the number of personality training. ? More involvement in the Institutions developmental activities. 5. Total Involvement of Students ? Maintenance of the Environment of the campus and nearby surrounding. . ? Disciplined behavior in the Institution & Society. ? Improvement in communication ability. ? Providing objective feedback for improved instructional delivery. 6. Optimum utilization of resources and interaction with industry ? Shared Equipment / resources with industries and other institutions. ? Programme offered to industries. ? Programme offered to society in general. ? Shared resources / equipment among the departments Communication to Stakeholders – The advisory committee and staff council are two main important academic bodies of the institution. The meetings are held frequently which plan programmes and discuss key issues in tune with the vision and mission of the institution. Decisions taken in the advisory committee and the staff council are communicated properly to the entire students through displaying notices on the notice board and making announcements in the class rooms. The following criterion is followed to communicate the vision, mission and objectives of the college to the stakeholders: ? Communicated to the stakeholders during orientation programs. ? Seminars and workshops are conducted for faculty members, students and parents emphasizing the role of the Institution in achieving its objectives. ? Also institute vision & mission is displayed at all important place in the campus as well as in the web site of the institute. The college meticulously develops action plans for effective implementation of the curriculum. At the outset, the advisory committee of the college conducts protracted meetings with the staff members of various department heads to develop various strategies for effective implementation of the curriculum. Teachers are encouraged beforehand to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, workshops, seminars, industrial visits, computer education apart from regular/traditional teaching methods. ? In the beginning of each semester all the faculty members are submitting an academic planner on their allotted papers which is duly verified by HODs. ? Also we have academic diary for each semester. This diary is maintained by each faculty and verified by HOD time to time. ? Monitoring and feedback is collected by principal and appropriate action taken to rectify the system as a continuous process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	EE, ME, ETC,CS,CIVIL	12/08/2015

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
SCADA	18/03/2016	36
ANDROID OPERATING SYSTEM APPLICATION DEVELOPMENT	21/01/2016	30
AUTOCAD	12/03/2016	63
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTech	MECHANICAL	168
BTech	ELECTRICAL	98
BTech	COMPUTER	114
BTech	CIVIL	80
BTech	E TC	64
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Institute collects feedback from the students, alumni, parents, academic peers and industry personals regarding the effectiveness of the curriculum in the job market and national development. Their suggestions are analyzed and principal/senior faculty member discuss in the academic council for necessary changes in the curriculum and send the recommendation to university.The institute has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions. The HOD's of each department collects the exit level feedback from the graduates regarding learning processes. TP cell collects feedback from the

students who are employed in various organizations. Also we take the feedback from the industry people at the time of their visit to the campus on our students already employed there. Based on these data the institute take necessary steps for improvement. ? Every year three to four times the parents meeting organised for discussion and feedback. ? Parents are always in touch with the mentors for the growth of their ward. ? Any progressive suggestion from parents is taken into consideration. ? The performance of the students are monitored and communicated through SMS ,email and letter to the parents regularly.Alumni Association has come forwarded to assist both in placement activities and quality improvement of both students and faculty members by concreting the relationship between industries and the institute. The Alumini regularly visit the institute and share their views to the students in their expertise field. Even Alumini are helping the placement cell for campus requirement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	247	7	131	18	87

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Toolsand resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
84	84	5	5	1	1162

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Each faculty members work as mentor and they are assigned 20(twenty students for mentoring.The mentor looks after the academic progress ,all type of extra curricular activities of the students.The mentor also regulate the results ,attendance ,leave and continuosly intract with parents on various issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
247	30	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
3	3	0	3	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2015	Dr C.K.Rath	Assistant Professor	Ph.D
2015	Dr J.K.mahapatra	Assistant Professor	Ph.D
2015	Dr P.N.Pany	Assistant Professor	Ph.D
2015	Dr.J.K.Pati	Assistant Professor	Ph.D
2015	Dr.M.P.Sahoo	Assistant Professor	Ph.D
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BTech	UG	8TH/4TH	10/05/2016	02/07/2016
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In each semester two internal examinations are conducted 15 marks each for a duration of one hour.The question paper carries10 marks comprising of 3 questions , first question comprises of five bits one mark each which is compulsory , out of rest two questions one must be amswered which carries five marks .Quiz test,surprise test,assignments and attendance are taken into considerationsfor the left five marks during each internal assessment.In the sessional lab test are also conducted followed by quiz test,viva voce, performance and record submission.The internal assessment for laboratories carry 50 marks each .As per BPUT guideline at least 10 experiments are to be conducted which bears equal marks

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Since the Institute is affiliated to Biju Patnaik University and Technology Rourkela,The institute follows the Academic calendar of the university.Again The Institute prepares the academic calender in the line of university ca lender.

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 in website of the institution (to provide the weblink)

http://www.synergyinstitute.net

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BTech	EE	148	115	77.71
UG	BTech	ETC	83	73	87.96
UG	BTech	ME	127	112	88.19
UG	BTech	CS	72	63	87.5
UG	BTech	CIVIL	73	65	89.05
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.synergyinstitute.net

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	2	AICTE	1235294	988235
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Seminar on waste to compost	ME	23/02/2015
National workshop on STAAD PRO	CIVIL	22/04/2016
National workshop onadvanced microgrid using hybrid renewable energy source	ELECTRICAL	18/03/2016

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Electrical Drive	Dr..L.D.Samant	AICTE	17/08/2015	Paper Presentation
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	PHYSICS	2	1
International	CIVIL	1	3
International	MANAGEMENT	2	1
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Study of Dipolar association in polarpolar system of Ethyl Methyl Ketone EMK and Alcohols visavis molecular interaction	Dr.J.Singh ans Dr.S.Acharya	JOURNAL OF ADVANCED PHYSICS	2015	139142	S.I.E.T Dhenkanal	1

Title of the Paper	Name of Author	Title of journal	Year of publication			
Ultrasonic behaviour of ternary mixtures of 1,2Dichloro benzene with carbon tetrachloride and nheptane	Dr.J.Singhans Dr.S.Acharya	JOURNAL OF ADVANCED PHYSICS	2015	129	S.I.E.T Dhenkanal	1
A CASE DISCUSSION ON VENDORS ELECTION IN PUBLIC DISTRIBUTION SYSTEM IN ODISHA A MULTICRITERION DECISION MAKING APPROACH	Mr. B.P..Mohapatra	IUP Journal of supply chain management	2015	12	S.I.E.T Dhenkanal	1
Customer satisfaction in Public Distribution system	Mr. B.P..Mohapatra	IUP Journal of supply chain management	2016	21	S.I.E.T Dhenkanal	1
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	5	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities

Red cross	Blood Donar and motivator association/State govt	4	152
YRC	Blood Donar and motivator association/State govt	3	196
NSS	State Govt	5	211
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
MODERNIZATION OF IC ENGINES LAB	AICTE GRANT UNDER MODROB SCHEME	AICTE	600
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS	State Govt/ ROTRACT CLUB	Swachh Bharat,	8	152
Red cross	Blood Donar and motivator association/State govt	Aids Awareness,	7	211
Celebration of Road safety week	State Govt/	Celebration of Road safety week	8	712
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Infosys	16/12/2015	Industry Oriented Training	450
IBM	21/01/2015	Rational Rose	150
IGIT,Sarang	15/09/2015	Student Faculty Interaction	60
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
350000	257032

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Institute own development software	Fully	SQL SERVER 2000 OFFICE XP	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4989	46806	0	26	4989	46832
e-Books	312	0	0	0	312	0
e-Journals	1158	0	0	0	1158	0

Digital Database	870	0	0	0	870	0
CD & Video	744	0	0	0	744	0
Others(spe cify)	375	0	0	0	375	0

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	340	163	30	60	60	4	23	10	0
Added	0	0	0	0	0	0	0	0	0
Total	340	163	30	60	60	4	23	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
450000	4417488	150000	1104372

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has a very good library with more than 1584 number of reference books. The college also subscribe ejournals to keep the faculty as well as the student's up todate in technology. The college has a mechanism in place for evaluating the teaching staff which is done at the end of the academic year. The HODs study the feedback forms and discuss with the staff, the improvements that have to be implemented. Soon after a student is admitted, The College has

made provision for assessing students knowledge and skills for particular programme. Other than the lecture method of teaching, group discussion, field studies, debates, tutorials, seminars, study tours, competition on different subjects etc. are adopted for proper understanding of the subjects. The college has well experienced faculty members. The library staff is well qualified and their experience is used in updating library for the optimum use by the students. The College on its own conducts seminars, workshops etc. for the teachers to enrich their knowledge and skills. Also the teachers are encouraged to attend seminar and workshop in reputed institutes. For the purpose the college upgrade its laboratories keeping in view to the industry need.R D is an integral part of our institute. The faculty members as well as students are encouraged for research work in addition to their regular work. A state of art research lab is functioning under the guidance of an eminent professor . Recently a good number of our faculty have been registered for M. Tech. and Ph.D. programmes. Some of the faculty members have been awarded Ph.D. by different Universities. Other research activities of the departments include presentation and publication of research papers in seminars, conferences and journals and under take different project works.? Mentorial system: Every faculty members are mentoring 20 students each for all round development of the students. ? Feedback system: The feedback of students regarding the teaching ability of the faculty members are collected in every semester for the improvement of the facuty community. ? ERP: Attendance, Course Planning coverage, Lecture notes, Staff Profiles, Internal Marks are monitored by ERP system. ? Smart campus The college campus has been computerized with Wi Fi and CCTV Surveillance facility. The College has made the library fully computerized. The library is having its OPAC system. The students are having their web browsing space in the library. The total working in the library is now on the computers. ? Academic and Administrative Audit The internal academic and administrative audit conducted and the suggestion/report made by the auditor are taken care. ? Use of NPTEL: The learning materials available online are used by students and faculty. ? Digital Library: The Library has been fully digitalised for the benefits of students and staffs. Ejournal available through DELNET. Barcoding system, education CD/DVD also available. ? Smart classroom: The Power point presentations/ smart class room is designed to tap into the dynamic possibility of the classroom and help the teacher to build a healthy and engaging learning environment ? Formation of various committee: Different committees are formulated taking parents, NGO, industry people, journalist and other stake holders for the smooth functioning for academic administration. ? Teaching beyond syllabus: For academic excellence some beyond the syllabus topics are covered. Both theory and Laboratory to bridge the gap between academic and industry. ? Live Projects: The final year students are assigned live projects for innovation and skill development. ? Induction programmes for new entrants: Induction training programme is conducted for the new entrants to acquaint themselves with new environment where YOGA classes, personality development, talk on Moral values, Art classes, Motivational talk by eminent speakers, visit to modern village, sculpture and monuments, health checkup followed by a picnic. ? Meeting with students in presence of Principal and HODs: In each semester meetings are conducted with the students to discuss about the academic progress and other suggestion are taken. ? Grievance Redressal Cell: Any type of grievance of student and employees are addressed for redressal forum.

http://www.synergyinstitute.net

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

No Data Entered/Not Applicable !!!
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft skill development	27/07/2015	247	ARIFIN ACADEMY,Bhubaneswar
Remedial coaching	02/11/2015	247	Institute
Language Lab	29/06/2015	247	Institute
Bridge course	29/06/2015	247	Institute
Yoga/Meditation	04/01/2016	247	Prajapita Brahmakumari Iswaria Viswavidyalaya
Personal Counselling and Mentoring	29/06/2015	247	Institute
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
WIPRO TECHNOLOGIES LTD	330	49	QSPIDERS	104	11
[View File](#)					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	4
Civil Services	1
[View File](#)	

 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
100 MTR	INSTITUTE	45
ENGLISH ESSAY	INSTITUTE	22
[View File](#)		

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)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

 The college makes enough provision for student's need of the following: Our faculty takes initiative in addressing the academic, psychosocial personal needs of the students for their mentoring, counseling and academic advises. The faculty maintains the records containing the list of students in need of counseling and required support. Doubt clearing classes are conducted for needy students. Every year almost all the students in each class are benefitted with the academic personal psychosocial guidance services. The students who seek psychological guidance or the candidates who are psychosocially leftout are given psychological counseling by the college faculty itself. Further the college teachers really act as a true friend, philosopher and a guide for the students. The class coordinators guide the students in academic personal matters by offering the required help in terms of mentoring counseling. However, serious matters are referred to a trained counselor. Academic and career counseling:The students, at the time of the admission are helped by our faculty in briefing about the various opportunities and scope in the hospitality industry. They are informed about the nature of the various subjects that form the syllabus. They are given the right kind of counseling which helps them shape their carrier.

5.4 – Alumni Engagement

 5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered Alumni Association which tends to strengthen the stake holder relationship. Participate in decision making process and fosters college development. Alumni Association has come forwarded to assist both in placement activities and quality improvement of both students and faculty members by concreting the relationship between industries and the institute. The Alumni regularly visit the institute and share their views to the students in their expertise field. Even Alumini are helping the placement cell for campus requirement..The meet was attended by a.Alumini b. Principal c. Faculty members d. Staff members e. students The alumini shared their views and suggested various ideas for the development of the institute.

5.4.2 – No. of enrolled Alumni:

194

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Vision To become an internationally acceptable institute of technical education which always promote pursuit of excellence and inculcation Mission ? To impart quality education and technological skill . ? To empower student with professional competencies for meeting global changes. ? To inculcate the habit of continual learning. ? To nourish the qualities of leadership, entrepreneurship, innovation and ethics. ? To create an outstanding ambience of academics, intellectual pursuits, innovative research and physical activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	• Library has been digitalized using own developed software. • Computerized issue,teturn system • Barcoding system followed • Digital library facility to students and staff. • EJournal available through DELNET • The learning materials such as NPTEL, Class notes,Question bank etc available for access through our server. • 10 No.s of computers with Internet facilities in Elibrary • Issue of Education CD/DVD are to the users • Reference book issue facility on overnight basic Library Details : Library Area: 800sqm Library Timing is : Working day8AM to 10PM

		Holiday9.30AM to 4.30 PM Total no. Of Title: 5077no.s Total no. Of Books: 46391no.s Total no. Of EBooks: 568no.s Total no. Of EJournals: 33no.s1158 no.s(National and International journals through DELNET) Total no. Of Magazines: 25 no.s Total no. Of Newspaper: 14 no.s Reading Room Capacity: 120 nos. Reprography Facility: 01 Machine Student Book Issue Ratio: 1:5 Department library: Nine(09) departments Girls Hostel also. Digital Library: Total no of Computers: 10 nos Digital Class Notes: 71 nos Digital Journal Articles: 125 nos. Digital Question Bank: From 2011to 2018 Digital Short Type: 193 nos. Question Answer NPTEL Course Material: 271 nos Videos ICT: NPTEL, DELNET, Digital library, Digital class notes
	Human Resource Management	The institution has a progressive transparent recruitment policy. As an educational institution the main human resource is faculties. Faculty recruitment starts from the open advertisement in the regional and national newspaper. After thoroughly scrutinizing the application the selected candidates are called for interview. The interview is conducted department wise by a committee headed by the concern HOD. The committee recommend the selected candidates name to the principal who take the final decision with consultation with the management. For the lab Asst. post the selection procedure is same as for the faculty. For office staff the recruitment is conducted by the registrar. For all the post the candidates are appointed on probation for a stipulated period depending on post. After successful completion of the probation period they are appointed on a regular scale. Quality is given the highest priority by the management. To maintain quality, performance based incentive is given to the employees. The faculties are encouraged to do research work, publish paper in reputed journals and apply for projects in different agencies. The department functions as an independent body. There is no interference of the management in day to day affairs of the department except routine review.
	Industry Interaction / Collaboration	Industry interaction is the integral

	part of the technical education. To make the students more industry oriented our institute arrange industrial tour every year for the 3rd year students. After their industrial visit they give a presentation before their department staff. Apart from this seminars are also organized where people from industries are invited to give talk and interact with the students .
Admission of Students	4 year B Tech students are admitted through JEEMAIN entrance. 3 year lateral entry BTech entry students admitted through odisha JEE entrance. 2 year MTech students admitted here through odisha JEE entrance.
Curriculum Development	No. The curriculum development is done by the university. As affiliated colleges we cannot develop the curriculum, but participate in curriculum development with proper feedback and put suggestions for the development of the curriculum from time to time.
Teaching and Learning	"Synergy Institute of Engineering and Technology" has its own teaching strategy to provide quality education to its students, so that they can compete globally. For this the college upgrade its laboratories keeping in view to the market need. ? Teaching Faculty ? NonTeaching Staff ? Teaching Learning ? Student Evaluation ? CHAIRMAN ? Principal ? HOD Mech ? HOD Civil ? HOD EE ? HOD ETC ? HOD CSE ? Director ? Administration ? Account ? Purchase ? Budget ? Training Placement Officer The college has a very good library with more than 1584 number of reference books. The college also subscribe ejournals to keep the faculty as well as the student's up todate in technology. The college has a mechanism in place for evaluating the teaching staff which is done at the end of the academic year. The HODs study the feedback forms and discuss with the staff, the improvements that have to be implemented. Soon after a student is admitted, The College has made provision for assessing students knowledge and skills for particular programme. Other than the lecture method of teaching, group discussion, field studies, debates, tutorials, seminars, study tours, competition on

	different subjects etc. are adopted for proper understanding of the subjects. The college has well experienced faculty members. The library staff is well qualified and their experience is used in updating library for the optimum use by the students. The College on its own conducts seminars, workshops etc. for the teachers to enrich their knowledge and skills. Also the teachers are encouraged to attend seminar and workshop in reputed institutes.
Examination and Evaluation	1.The semester examination is conducted by Biju pattnaik University of Technology. 2.Internal examinations done by the Institute. Our institute is the evaluation of online paper checking for BPUT exam ,Rourkela.
Research and Development	R D is an integral part of our institute. The faculties as well as students are encouraged for research work in addition to their regular work. A fullfledged research lab is functioning under the guidance of a retired professor from IIT Kharagpur, . In the past few years a good number of our faculties have registered for M. Tech. and Ph.D. programmes, with some almost on the verge of completion of the degrees. Other research activities of the departments include presentation and publication of research papers in seminars, conferences and journals and to take different project works.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	1 Institutional Vision and Leadership 6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institutions distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institutions traditions and value orientations, vision for the future, etc.? Vision To become an internationally acceptable institute of technical education which always promote pursuit of excellence and inculcation of human values. Mission ? To impart quality education and technological skill . ? To empower student with professional competencies for meeting global changes. ? To inculcate the habit of continual

learning. ? To nourish the qualities of leadership,entrepreneurship,innovation and ethics. ? To creat an outstanding ambience of academics,intellectual pursuits,innovative research and physical activities. Objectives ? Competency based education and training to the students. ? Continual improvement. ? Team work and total involvement of faculty and support staff. ? Continual upgradation of knowledgement skills and attitude of faculty and support staffs. ? Total involvement of Students. ? Optimum utilization of resources and interaction with the industry. Goal ? To make synergy a preferred place to work and study Long Term Goals ? To forge strong alliances with National and International organizations for academic and RD activities in thrust areas of Engineering, Technology. ? To reach the pinnacles through continual nurturing and updating of intellectual skills, stimulate the qualitative teaching and learning practice. ? To establish a Deemed University in near future in the field of Engineering Technology with the expertise of enormous experience in respective fields. Short Term Goals ? To Establish Active IndustryDepartmental interactive programs for students and faculty in teaching and research areas. ? To establish full fledged Employability Enhancement Centre for the benefit of the students. ? To achieve academic efficiency with the help of experienced committed mentors and mould them to be proficient technocrats. Quality Policy ? Synergy is committed to impart quality education and training in the field of engineering and technology to the utmost satisfaction of the students. ? It aims to be an institute of excellence, which facilitates to : enrich academics, develop personality and update knowledge of students through continual improvement to match the global needs. SIET Philosophy ? To groom the students to become intellectually creative and professionally competitive. ? To explore the opportunities in the professional fields. ? To channelize the activities and tune them in heights of commitment and sincerity, the requisites to climb the never ending

	ladder of success year after year.The institution has adopted participatory managerial principles to ensure progress through the following practices: The flow of information is always from lower level to higher
Administration	The institution is administered by the SIVANI Education and Charitable Trust . The Management, the Principal and the faculty are always stepping in together for designing and proper applications of the quality policy and plans. The Principal of the college is the head of the institution and is always there to provide requisite leadership to the system. The Principal ensures that all provisions of the University byelaws, the Statutes and the regulations are observed. He also convenes meetings of the Academic council, various others bodies and performs all such acts as may be necessary to carry out and give effect to the decisions of the said bodies. Importantly, the Principal provides academic leadership and in association with the various faculties, evolves strategies for academic growth. The faculty is actively involved in decisionmaking process. The teachers hold periodic meetings in department level or through the committee. The recommendations taken in the meeting are submitted to the Managing Committee and the Management arrives at suitable decisions for implementation. Hence they are actively involved in the decisionmaking process to sustain and enhance quality of education imparted by the institutionThe Principal is both the academic and the administrative head of the institution. He is accountable for achieving excellence in the college in all the parameters of the predefined mission components. He is appropriately empowered and has autonomy to achieve the objectives. He identifies the abilities of the individuals and assigns their responsibilities to them. The Principal guides and motivates all others staff to achieve their institutional goals and objectives. He is a bridge between management and faculty /nonteaching staff. The management of the college communicates with the principal and the staff members. The problems and issues related to college development, administration, infrastructural needs

	and student disciplines are discussed in the frequently conducted meetings between the management and different committees. In the meetings responsibilities are defined and communicated to the staff. If situation demands the director of the institution conducts meeting with teachers to communicate directly and bestows the responsibilities. The teaching as well as the nonteaching staff follows on the instructions and obey the order in the interest of the institution..
Finance and Accounts	The institution has an effective internal control system to monitor effective and efficient use of available financial resources.The institution has appointed M/S Sourya prakash Mohapatra (Sourjya And Biswajit) as charted accountant, Cuttack, to carry out internal audit for the FY 201314. The external audit of the institution is done by M/S Kiran .c. Sethaia, Cuttack, chartered accountants since inception
Student Admission and Support	4 year B Tech students admitted through JEEMAIN entrance test. 3 year lateral entry BTech students admitted through Odisha JEE Entrance test 2 year MTech students admitted through Odisha JEE(PGAT) entrance test.
Examination	.3.3 Examination and Evaluation: 1. The semester examination is conducted by Biju pattnaik University of Technology. 2. Internal examinations, assignment quiz test, surprise test, lab test, are conducted by the Institute. 3. External examiner is involved for the evaluation of final year Projects and comprehensive viva The university examination evaluation is conducted online system. Our institute is one of the evaluation centre, where the faculty members are assigned to evaluate the papers online semester wise.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Estimation and filtering with applications	1	20/02/2015	22/02/2015	2
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
131	131	135	135

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF/ESI	EPF/ESI	WELFARE FUND OF BPUT

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has an effective internal control system to monitor effective and efficient use of available financial resources.Both internal and external audit are conducted.The institution has appointed M/S Sourya prakash Mohapatra (Sourjya And Biswajit) as charted accountant, Cuttack, to carry out internal audit for the FY 201314. The external audit of the institution is done by M/S Kiran .c. Sethaia, Cuttack, chartered accountants since inception. The audit report is enclosed herewith. Last audit is done on dated…April2015.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	
Administrative	Yes		Yes	

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

? Every year three to four times the parents are coming to attend the parent's meet for discussing their student's growth. ? Parents are always in touch with the mentors for their child's growth. ? Parents can contact any faculty for any kind of information. ? Parents can meet the HODs of different departments for the discussion for their wards performance and future action.

6.5.3 – Development programmes for support staff (at least three)

? The staffs are motivated in the staff council meeting held twice or thrice in a year. ? Staffs are encouraged by achievement awards in the institute. ? Staffs are also participating in annual games and sometimes organizing cricket matches for their good health. Nonteaching staff(Lab.Asst) are encouraged for higher studies and short term courses. Office staff also take training on office automation.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Annual function Synfest	20/01/2015	27/01/2015	54	71

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Use of renewable energy. Institution has implemented the following in different department, "SOLAR STILL" for distilled water to be used in institute vehicle available at Mechanical department. Bio gas of 2m3 production capacity generated from organic hostel wastes used for cooking Ic. engine application developed by mechanical dept. Production of "syngas" for cooking generated from waste plastics using biomass gasification developed at mechanical dept. Power generation from "wind energy" available at roof of tiffac core building developed by mechanical dept. "solar lighting" at our institute park developed by mechanical dept. "Hybrid Ebike" for campus visit developed by mech. dept. "Solar powered electric vehicle" for campus visit developed mech. Dept. Institution is going to be developed the following in different department, . "Solar electrification" for library reading room to be developed by mech. dept.(proposed). "Solar heating" of water supply to institute hostel to be developed by mech. dept.(proposed). Water harvesting: Under Processing. -To be developed by civil department Check dam construction: Efforts for Carbon neutrality: The college at its own level has taken up certain preventive measures to check the emission of carbon dioxide. The institution has comeup with innovative practices by computing the Oxygen by using formula generated inside the campus area. Such project will be taken care of by the students in the campus.The college has made arrangements for the parking of the vehicles of the students in the college ground. This helps in keeping the campus as much as possible clean. The dead leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself and the papers are disposed off. Plantation A lot of expenditure is incurred to keep the environment green. For this the college support staff is working very whole heartedly towards the trees are planted.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Debate compitition	22/01/2015	24/01/2015	25

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Energy Conservation Use of renewable energy Water harvesting Check dam construction Efforts for Carbon neutrality Plantation Hazardous waste

management. ewaste management. The college campus is totally eco friendly. For this the management, the head of the institution and the whole staff has taken initiation to make campus area neat and clean. This apart, the institution has taken several other steps/initiatives to make the campus ecofriendly:Energy Conservation: The college campus is overly warm and overly cold. The college class rooms are so airy and well lighted that they hardly need any artificial lighting. Energy saving equipments recommended for operational areas such as kitchen, service, housekeeping etc. Switching off/unplugging fans, lights. Use of renewable energy. Institution has implemented the following in different department, "SOLAR STILL" for distilled water to be used in institute vehicle available at Mechanical department. Bio gas of 2m3 production capacity generated from organic hostel wastes used for cooking Ic. engine application developed by mechanical dept. Production of "syngas" for cooking generated from waste plastics using biomass gasification developed at mechanical dept. Power generation from "wind energy" available at roof of tiffac core building developed by mechanical dept. "solar lighting" at our institute park developed by mechanical dept. "Hybrid Ebike" for campus visit developed by mech. dept. "Solar powered electric vehicle" for campus visit developed mech. Dept. Institution is going to be developed the following in different department, . "Solar electrification" for library reading room to be developed by mech. dept.(proposed). "Solar heating" of water supply to institute hostel to be developed by mech. dept.(proposed). Water harvesting: Under Processing. -To be developed by civil department Check dam construction: Efforts for Carbon neutrality: The college at its own level has taken up certain preventive measures to check the emission of carbon dioxide. The institution has comeup with innovative practices by computing the Oxygen by using formula generated inside the campus area. Such project will be taken care of by the students in the campus.The college has made arrangements for the parking of the vehicles of the students in the college ground. This helps in keeping the campus as much as possible clean. The dead leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself and the papers are disposed off. Plantation A lot of expenditure is incurred to keep the environment green. For this the college support staff is working very whole heartedly towards the trees are planted. Institution has applied award for outstanding results in afforestion/plantation to the best gram panchayat/educational institute, on 04.11.2013.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The main objectives of evaluation procedures are: (a) The system of evaluation should be adequate and comprehensive so as to measure different types of skills. (b) The system should provide a feedback: 1. to the students regarding their strengths and weaknesses and 2. to the teacher as to how far she/he has been able to benefit the students and to modify his/her approach and teaching methods. (c) To evaluate the performance by a method, that will be free from subjectivity and be accurate as far as possible. The evaluation system, as adopted by "Synergy Institute of Engineering and Technology" , has two components, viz, 1. The Continuous Internal Evaluation (CIE) 2. The End Semester Examination (ESE) The ratio of weightage is 30 in CIE and 70 in ESE for UG and 50 in CIE and 50 in ESE for PG. The answer scripts are given back to the students after evaluation for their information, providing sufficient transparency and accountability. Best Practice2 The core objectives of introducing of doubt clearing classes and question banks are: To clear the doubt of the student on any subject if he/she is absent in the class due to any serious medical problem. The doubt clearing classes also be taken in case of a group of students are unable to understand the course properly due to standard of their teaching career. Question banks are a part of the innovative and best

practices to make the entire student aware about the possible questions to attain in the coming examination. For through revision of the course taught in the class room through different question pattern. To discuss different field application models of the technology.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http;//www.synergyinstitute.net

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

? Institutions of higher education across the country have recognized that a full commitment to teaching and learning must include assessing and documenting what and how much students are learning and using this information to improve the education. ? When we articulate the main goals for a course, we need to see whether students have achieved them, and then use the results to make our courses better. We're on the way to Learning. ? Learning Outcome of the Assessment is the process of collecting information that will tell an organization whether the services, activities, or experiences it offers are having the desired impact on those who undertake them. ? The results of Outcome Assessment are used to evaluate the effectiveness of academic programs and activities, and student services, and not the performance of individual faculty or staff. Faculty use the information collected to develop and improve academic programs. ? The institute's approach to the learning outcome assessment is defined clearly. Faculty is best suited to determine the intended educational outcomes of their academic programs and activities, How to assess these outcomes, and how to use the results for program development and improvement is a part of student evaluation. ? The Institute aims to help students to reach their potential through the provision of a supportive, vibrant and challenging learning environment. ? The Institute is committed in creating an environment where students are supported to achieve their potential and working towards creating an inclusive learning community. ? The curriculum, teaching and learning and assessment at college are student centric. ? All the staff is involved in the construction of this learning environment. ? All students are valued equally during their learning journey with the institute. ? Students are active partners with shared responsibilities for their own learning and achievement, which enhance their employability and progression opportunities. ? This strategy recognizes the need to develop progressively self directed and confident learners with the knowledge, skills, attitudes and values.

Provide the weblink of the institution
http://www.synergyinstitute.net

8.Future Plans of Actions for Next Academic Year

? To establish a fullfledged Entrepreneurship Development Cell . ? It also sets out a clear plan of action to inspire the next generation of engineers and ensure that Basic Science and Humanities helps our society to achieve its best educational, environmental, health and economic potential. ? To implement innovative teaching methods to involve the students for their bright future. ? To provide the opportunity to be part of a distinctive experience that offers exceptional opportunities for research and learning on campus, in the community, and around the world. ? Communication skills of the students have to be improved. It is proposed to conduct programmes for improvement of the communication skills of students.