



## Yearly Status Report - 2015-2016

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>private</b>
Name of the IQAC co-ordinator/Director	<b>Dr.Matru Prasad Dash</b>
Phone no/Alternate Phone no.	<b>06762225905</b>
Mobile no.	<b>9861187636</b>
Registered Email	<b>sietdkl@synergyinstitute.net</b>
Alternate Email	<b>mpdash82@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.synergyinstitute.net">http://www.synergyinstitute.net</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.synergyinstitute.net/pdf/calendar.pdf">http://www.synergyinstitute.net/pdf/calendar.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.41</b>	<b>2014</b>	<b>10-Dec-2014</b>	<b>12-Oct-2019</b>

<b>6. Date of Establishment of IQAC</b>	<b>13-Jan-2014</b>
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<b>7. Internal Quality Assurance System</b>
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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
<b>NATIONAL SEMINAR</b>	<b>23-Feb-2015</b> <b>1</b>	<b>94</b>

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
No Files Uploaded !!!		

**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	Achievements/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 description 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](http://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 Alumni 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 Mentorship System Every faculty is assigned a group of 20 students under his mentorship. This system automated the mentorship system that every faculty can maintain all the details and communications with the mentees and enabled the administration to have the access of the mentorship 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
<b>No Data Entered/Not Applicable !!!</b>					

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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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
<b>No Data Entered/Not Applicable !!!</b>	

### 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
<a href="#">View File</a>		

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
<b>No Data Entered/Not Applicable !!!</b>				
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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 Tools and resources available	Number of ICT enabled Classrooms	Number of 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 continuously interact 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 carries 10 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 answered which carries five marks .Quiz test, surprise test, assignments and attendance are taken into considerations for 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 calendar in the line of university calendar.

## 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 on advanced 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
<a href="#">View File</a>				

## 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
<b>No Data Entered/Not Applicable !!!</b>					
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## 3.3 – Research Publications and Awards

## 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

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

## 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
No file uploaded.			

## 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
<b>No Data Entered/Not Applicable !!!</b>	
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## 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 and Dr.S.A charya	JOURNAL OF ADVANCED PHYSICS	2015	139142	S.I.E.T Dhenkanal	1

Ultrasonic behaviour of ternary mixtures of 1,2Dichloro benzene with carbon tetrachloride and nheptane	Dr.J.Singh ans Dr.S.A charya	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..M ohapatra	IUP Journal of supply chain management	2015	12	S.I.E.T Dhenkanal	1
Customer satisfaction in Public Distribution system	Mr. B.P..M ohapatra	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
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**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
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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 activities	Number of students participated in such activities
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
<b>No Data Entered/Not Applicable !!!</b>			
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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
<b>No Data Entered/Not Applicable !!!</b>					

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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 (specify)	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	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
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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
<b>Total</b>	<b>340</b>	<b>163</b>	<b>30</b>	<b>60</b>	<b>60</b>	<b>4</b>	<b>23</b>	<b>10</b>	<b>0</b>

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

10 MBPS/ GBPS
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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
<b>No Data Entered/Not Applicable !!!</b>	

#### 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 incurred on maintenance of physical facilities
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 to date 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. ? Mentorship 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 faculty 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
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**No Data Entered/Not Applicable !!!**

[View File](#)

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 implementation	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 passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
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
<b>No Data Entered/Not Applicable !!!</b>		

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
WIPRO TECHNOLOGIES LTD	330	49	QSPIDERS	104	11
<a href="#">View File</a>					

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
<b>No Data Entered/Not Applicable !!!</b>					
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
<a href="#">View File</a>	

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
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at 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
<b>No Data Entered/Not Applicable !!!</b>						
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	<ul style="list-style-type: none"><li>• Library has been digitalized using own developed software.</li><li>• Computerized issue,return system</li><li>• Barcoding system followed</li><li>• Digital library facility to students and staff.</li><li>• EJournal available through DELNET</li><li>• The learning materials such as NPTEL, Class notes,Question bank etc available for access through our server.</li><li>• 10 No.s of computers with Internet facilities in Elibrary</li><li>• Issue of Education CD/DVD are to the users</li><li>• Reference book issue facility on overnight basic Library</li></ul> Details : Library Area: 800sqm Library Timing is : Working day8AM to 10PM

Holiday 9.30AM to 4.30 PM Total no. Of Title: 5077 no.s Total no. Of Books: 4639 no.s Total no. Of EBooks: 568 no.s Total no. Of E Journals: 33 no.s 1158 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 2011 to 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-governance area	Details
<p><b>Planning and Development</b></p>	<p>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</p>

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. Objectives ? Competency based education and training to the students. ? Continual improvement. ? Team work and total involvement of faculty and support staff. ? Continual upgradation of knowledge 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 Industry Departmental 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 institution. The 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 chartered 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
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**No Data Entered/Not Applicable !!!**

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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)
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No Data Entered/Not Applicable !!!

No file uploaded.

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 chartered 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
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No Data Entered/Not Applicable !!!

No file uploaded.

6.4.3 – Total corpus fund generated

**No Data Entered/Not Applicable !!!**

## 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)

**No Data Entered/Not Applicable !!!**

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
<b>No Data Entered/Not Applicable !!!</b>					
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 come up 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 disadvantages	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
<b>No Data Entered/Not Applicable !!!</b>							

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Debate competition	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 afforestation/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.





## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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



<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>private</b>
Name of the IQAC co-ordinator/Director	<b>Dr.Matru Prasad Dash</b>
Phone no/Alternate Phone no.	<b>09437855446</b>
Mobile no.	<b>9861187636</b>
Registered Email	<b>sietdkl@synergyinstitute.net</b>
Alternate Email	<b>mpdash82@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.synergyinstitute.net">http://www.synergyinstitute.net</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.synergyinstitute.net/pdf/calendar.pdf">http://www.synergyinstitute.net/pdf/calendar.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.41</b>	<b>2014</b>	<b>10-Dec-2014</b>	<b>12-Oct-2019</b>

<b>6. Date of Establishment of IQAC</b>	<b>01-Jan-1970</b>
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**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
<b>National seminar</b>	<b>03-Mar-2017</b> <b>1</b>	<b>80</b>

National seminar	22-Feb-2017 1	65
No Files Uploaded !!!		

**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	2017 1	186660
<a href="#">View File</a>				

**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)**

? The development of academic and administrative activities is based on IQAC parameters. ? IQAC promotes art of infrastructure through the collaborations with research and consultancy. ? IQAC is a cell to maintain and sustain the quality parameters throughout the year in all spheres. A separate room has been provided for the IQAC cell as per the IQAC guide lines and one separate IQAC coordinator is in the charge of IQAC

No Files Uploaded !!!

**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.				
<a href="#">View File</a>					
<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">HOD COUNCIL</td> <td style="text-align: center;">05-Aug-2016</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	HOD COUNCIL	05-Aug-2016
Name of Statutory Body	Meeting Date				
HOD COUNCIL	05-Aug-2016				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes				
Date of Visit	10-Dec-2014				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2019				
Date of Submission	10-Feb-2016				
<b>17. Does the Institution have Management Information System ?</b>	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management Information System (Synergy Info System SIS) The management information system of our Institute hosted in the portal <a href="http://www.synergy.ac.in/intranet">www.synergy.ac.in/intranet</a> is designed and developed by the Department of Computer Science and Engineering. The ERP System is comprised of the following modules</p> <ol style="list-style-type: none"> <li>1. Online Alumni 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.</li> <li>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.</li> <li>3. Course Coverage It helps us to monitor the course coverage of the</li> </ol>				

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 Mentorship System Every faculty is assigned a group of 20 students under his mentor ship. This system automated the mentorship system that every faculty can maintain all the details and communications with the mentees and enabled the administration to have the access of the mentorship 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 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.

#### 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
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 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	ME,EE,CIVIL,,EC,CS	11/07/2016

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

	Certificate	Diploma Course
Number of Students	0	0

### 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
DATA ANALYTICS	17/02/2017	79
PLC AND SCADA	20/09/2016	80
AUTO CAD AND CATIA	30/09/2016	162
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

### 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
<p>The feedback of students regarding the teaching ability of the faculty members are collected in every semester for the improvement of the faculty community. 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 feedback report will be presented at the time of PEER TEAM VISIT.) The Head of the institution ensures an academic integrity by keeping an eye on the regular progress of classes, listening to the grievances of the students and faculty and trying to solve such problems. In executing these activities, head of the departments take feed back of the faculty members of their concern department in regular intervals, who, in turn, communicate to the principal. After thorough analysis of the feedback forms, principal suggests appropriate training to be imparted to the faculty members. In this regard, we organize inhouse staff development program (SDP). Also, faculty members are encouraged to attend the SDP organized by other reputed institutes. Faculty members are also awarded with certificates during SDP for their quality education. This process has really brought a homogeneous environment in the institute for all rounds growth of both students and faculty community.</p>

### 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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

#### 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	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG
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	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2016	242	5	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 Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
85	85	5	5	1	1162

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

Under mentorial system, students are interacting with the faculty regarding their matters related to academics and non academics. Each faculty member work as mentor of 20 students . They look after the academic progress, all types of extracurricular activities of the students. They also interact continuously with the parents on various issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
242	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
13	13	0	13	1

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
2016	Dr.Lokanath Dhalasamant	Associate Professor	Ph.D

[View File](#)

### 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	01/05/2017	29/05/2017

[View File](#)

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 of 15 marks each for a duration of one hour. The question paper carries 10 marks comprising of 3

questions .first question comprises five one mark questions as compulsory questions

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 Pattnaik University and Technology Rourkela, the institute follows the academic calendar of the university. Again the institute prepares the academic calendar in the line of university calendar

## 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	CIVIL	57	57	100
UG	BTech	COMP. SC	45	43	96
UG	BTech	ELECTRICAL	75	74	99
UG	BTech	ETC	39	39	100
UG	BTech	MECH	128	123	96

[View File](#)

## 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
<b>No Data Entered/Not Applicable !!!</b>				
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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 Recent Trends in Materials Manufacturing proces	MECH	22/02/2017
National seminar on Sustainable Energy its	ELECTRICAL	04/03/2017



future scope		
National seminar on Advance Technology in planning Execution of Civil works	CIVIL	27/03/2017

### 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	Prof..L.D.Saman t	AICTE	17/08/2016	Paper Presentation
<a href="#">View File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
NIL	0

### 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	Management	2	1
International	ETC	1	1
International	CHEMISTRY	1	1
No file uploaded.			

### 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
NIL	0
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
Customer Satisfactio On in	Mr.B.P.Mohapatra	IUP Journal of Supply	2016	13	S.I.E.T DHENKANAL	1

public distribution system. Astudy in Bhdrak District of Odisha	Chain Management				
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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
Customer Satisfaction in public distribution system. Astudy in Bhdrak District of Odisha	Mr. B.P. Mohapatra	IUP Journal of Supply Chain Management	2016	1	1	S.I.E.T DHENKANAL

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	11	0	0
Presented papers	0	0	2	0
Resource persons	0	1	0	0

[View File](#)

**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
YRC	Blood donor and motivator association/state government	3	196
REDCROSS	Blood donor and motivator association/state government	4	152
NSS	State govt.	5	211

[View File](#)

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
<b>No Data Entered/Not Applicable !!!</b>			
<b>No file uploaded.</b>			

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 activities	Number of students participated in such activities
NSS	STATE GOVT/ROTRACT CLUB	Swachh Bharat Pakhada	9	65
NSS	S.I.E.T, DHENKANAL	Vanamahotsav	6	48
NSS	S.I.E.T, DHENKANAL AND BRHMA KUMARI ISHWARIYA VISHWA VIDYALAYA	Beti Bachao Beti Padhao	5	150
NSS	S.I.E.T, DHENKANAL	INTERNATIONAL OMENS DAY	25	142
<a href="#">View File</a>				

**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
Research	275	S.I.ET, DHENKANAL	1
<a href="#">View File</a>			

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
Research	Project work	IGIT, SARANG, ODISHA	19/07/2016	29/05/2017	155
Research	Project work	OEC, ODISHA	17/08/2016	25/04/2017	140
<a href="#">View File</a>					

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
Relience Jio Infocom	29/09/2016	To increase employability	549
<a href="#">View File</a>			

## 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
100000	71530

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
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing

### 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 developed software	Fully	SQL SERVER 2000 OFFICE XP	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4989	46806	58	603	5047	47409
<a href="#">View File</a>						

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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

### 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
NIL	NIL

#### 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 incurred on maintenance of physical facilities
430000	418868	120000	104718

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)

According to the master plan of the institution "SYNERGY" ensures that available infrastructure is optimally utilized for the academic programmes and is sufficient to meet the current needs. Even then, "SYNERGY" has already started upgrading the infrastructural facilities for the research activities and as per the requirement of AICTE and BPUT guidelines. The institution is having separate facilities with ramps for the physically challenged persons. There are no physically challenged students admitted till date. ? Hostel Facility - Accommodation available, for both boys and girls.? Recreational facilities, gymnasium, yoga center, etc. available.? Computer facility including access to internet in hostel available. Doctors chamber with physician and all first aid medicine and dressing equipments, 24 hours vehicle for medical services. For campus hostel library main library remains open till 10PM on all working days and on Sunday from 9.30AM to 4.30 PM.? Internet and WiFi facility available.? Computer facility including access to internet in hostel with WIFI technology .? Recreational facility common room with audiovisual equipments available.? Residential facility for the staff and occupancy Constant supply of safe drinking water available. 24 .hours security with well recognized security authority is present with both the student and staff. The college has a very good library with more than 1584 number of reference books. The college also subscribe e journals to keep the faculty as well as the student's up to date 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.

<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
Financial Support from institution	Merrit Scholarship	0	0
Financial Support from Other Sources			
a) National	Prerana	105	4500000
b)International	Bihar Govt Scholarship	10	219210

[View File](#)

#### 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
Yoga, Meditation	21/06/2016	52	Bharatiya Yoga Sansthan
Bridge course	22/06/2016	520	Institute
Soft skill development,	08/07/2016	245	Institute
Remedial coaching	02/11/2016	150	Institute
Personal Counselling and Mentoring etc.,	01/10/2016	247	Institute/ Brahmakumari Iswaria Viswavidyalaya

[View File](#)

#### 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 passed in the comp. exam	Number of students placed
2017	PREPLACEMENT TRAINING	330	330	155	155

[View File](#)

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
<b>No Data Entered/Not Applicable !!!</b>		

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>SYNAPSE INDIA, DELHI</b>	<b>70</b>	<b>14</b>	<b>SHREE RAM PANELS (P) LTD, KHANNA, PUNJAB.</b>	<b>30</b>	<b>2</b>
<a href="#">View File</a>					

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

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

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
<b>GATE</b>	<b>8</b>
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
<b>100MT RUN</b>	<b>INSTITUTE</b>	<b>32</b>
<b>ENGLISH ESSAY</b>	<b>INSTITUTE</b>	<b>20</b>
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

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

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

--

The College has a wide range of sports, games, cultural and extracurricular activities that are available to the students. The college has always created a nice atmosphere for itself in the field of sports. The college provides excellent sports and games facilities in cricket, volley ball and basket ball. Basketball court, volleyball court ,Lawn tennis court and cricket field are already exist inside the campus. Our students won prize in different intercollege sport competitions. Various cultural and extracurricular activities like folk dances, classical singing, group singing, traditional heritage items, fine arts items, Quiz, Literary items are offered to the students. College also organizes annual Sports and annual function in the college campus."SYNERGY" encourages its students to publish materials like college magazine, wall magazines. The students are motivated to express their talent through articles, paintings, and graffiti. Their Creativity is given a free flight. The college magazine provides them with a platform to express them. The teachers motivate the students to bring out the creative genius in them. The institution also encourages the staff members to attend conferences and to publish papers in national and international levels. There are two class representatives (one boy and one girl) from each section. They are selected unanimously. If unanimous selection is not possible then HOD nominates the class representatives. These class representatives takes lead roll from students side on different occasion. The institute believes in giving the equal opportunity to the students in supporting the authorities in different affairs of the college. For this the college endeavors to provide them with opportunities to participate in the various bodies. The details of having students' representation are: NCC, NSS, CULTURAL, SPORTS ETC.

#### 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 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. The meeting was held on 19/01/2018. 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. The present Scinario of the employment was also highlighted by the ALUMINI and some of the Alumini donated books under the head "DONATE A BOOK" to the library.

5.4.2 – No. of enrolled Alumni:

211

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)

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. 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? Employment Enhancement guidance for Final Year students of Engineering. ? Motivational/Inspirational Lectures from Reputed Industry and Organizations. Video Lectures from IIT's and reputed International Universities for advanced courses to explore latest technologies. ? Pre placement training (PPT) programme For campus selection. ? Transparency In the Evaluation Process. (Best Practices) ? Introduction of Doubt clear Classes and Question Banks. . (Best Practices)

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
Curriculum Development	6.3.1 Curriculum Development The curriculum is developed by the University after inviting suggestions and proper feedback from faculty members of the University affiliated institutions.
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. The following teaching and learning processes are adopted. 1. Theory classes 2. Laboratories/sessional 3. project works 4. seminars/workshops 5. industrial visit 6. guest lecturers from industry/academics 7. assignments 8. doubt clearing classes/remedial classes 9. summer trainings 10. bridge course 11. study materials/hands out 12. NPTEL courses 13. Smart classes The teaching learning process is broadly comprised of the following members: ? Director ? Principal ? Teaching Faculty ? NonTeaching Staff ? 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. For the purpose the college upgrade its laboratories keeping in view to the industry need.

**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.

**Research and Development**

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.

Library, ICT and Physical Infrastructure / Instrumentation

- Library has been digitalized using own developed software.
- Computerized issue, return 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 day 8AM to 10PM Holiday 9.30AM 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.s 1158 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 2011 to 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

Employees are treated as asset always. Recruitment and selection process is transparent. Induction programme for faculties are conducted regularly.

Salary administration is well monitored. Different welfare schemes are followed for employee satisfaction.

Employee performance is regularly/annually measured and monitored properly.

1. The faculty members are sent to attend sttp /seminar/workshop for knowledge enhancement.
2. Faculties are encouraged for carrier advancement and higher studies.
3. Service books are maintained.

Industry Interaction / Collaboration

As industries are the integral part of technical education, students and faculty members are continuously interacting with the industry. The

	<p>institute takes following programmes to make the students industry ready and enhance their technical knowledge for better career. ? Signing of MOU with industry ? One month Internship training ? Student Industrial visit ? Guest lecture from industry ? Expert talk from industry in seminar /workshop ? Short term courses from CTTC, Sky riders, INFOSYS Campus connect, TCSION Life long Learning. ? Webinars ? Collaboration with ORACLE Corporation, TCS, INFOSYS, REDHAT, NBVL, Sakthi Sugar Ltd., Utkal Asbestos etc. ? Apprentice training under BOPT(ER) and other nearby industry</p>
Admission of Students	<p>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.</p>

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

E-governance area	Details
Administration	<p>The 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</p>

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 chartered 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..April2016.

Student Admission and Support

? The college follows the academic calendar, provided by the affiliating university, i.e. Biju Pattanaik University of Technology (BPUT), Rourkela , Odisha . ? The college admission is done through the Odisha Joint Entrance Examination (OJEE) counseling which is held at the Government and university level. ? JEE COMMITTEE selects candidates for different colleges from the merit list published by COMBINE JEE and AIEEE /JEE(MAIN) on the basis of the preference given by the candidates ? The selection of students to the college is done through the admission committees in the counseling centers which include a convener and a panel of experts. Thus the transparency is guaranteed and maintained all through the process from the start of the notification till the end of admission. ? Therefore the access, equity social justices are guaranteed through transparency and adherence to the rules.? The college offers only technical courses for undergraduate and post graduate courses. ? As per the directives of the university the admission of the students into the college will be started after the commencement of counseling. ? The selection process is based purely on the marks rank obtained in the qualifying examination. ? The admission procedure strictly adheres to rules which are laid down by the university and state government. Both for UG and PG courses, the rules stipulated by the state government and affiliating university policy of merit is followed. ? The counseling team in the college

helps the students to make the choice of their stream and medium of instruction. Our college also follows the various reservation policy of the government.? The college offers four years Under Graduate courses in various departments like (1) Electronics and Telecommunication Engineering, (2) Computer Science and Engineering (3) Electrical Engineering (4) Mechanical Engineering (5) Civil Engineering. ? Admission to particular departments is made after the counseling and preparing the merit list only. Students seeking admission through management must also have to satisfy the requirements and should have good percentage in their academics. ? We strictly follow the Govt. policies in admission. The minimum percentage of eligibility for entrance test is 45 and the maximum percentage varies from year to year depending on general response to engineering seats. ? The admission procedure for PG UG courses is done strictly according to the conditions laid by the BPUT and AICTE. ? The Selection of students for various departments is done through the basis which is laid down by the BPUT AICTE.? The college verifies and review all the profiles of the students admitted annually. ? The institution has well planned, well defined and well designed mechanisms as far as reviewing the profiles and merits of the students. ? The administrative section regularly monitors and provides information to the academic heads for proper corrective measures. ? The institute has strong admi

**Examination**

Regular tests are held, almost weekly, during the course. The institution evaluates the students through two terminal tests after a gap of three months. The report is sent to the head of institution after evaluating in a fair and secret manner. The parents are informed through letters and even telephonically (for weak students). To monitor the students' performance during an academic year, an examination / evaluation board is constituted in the college. This board works under the directions of the Chair. The record of the whole evaluation process is transparent. The answer books are shown to the students. Daily and attendance

and overall performance of the student will be displayed on website where in student parents have their own login id's. The board arranges to inform the parents the terms examination awards of the students' along with their class attendance.

**Planning and Development**

? 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. The curriculum is developed by the University after inviting suggestions and proper feedback from faculty members of the University affiliated institutions.

**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
<b>No Data Entered/Not Applicable !!!</b>				
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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)
<b>No Data Entered/Not Applicable !!!</b>						
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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
Short Term Course on OOP using Python and RDBMS	2	25/07/2016	29/07/2016	4



[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
85	85	111	111

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. The institution has appointed M/S Sourya prakash Mohapatra (Sourjya And Biswajit) as chartered 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..April2016.

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

390631628

**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	Yes	YES
Administrative	Yes	YES	Yes	YES

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

? 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.

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

The following programmes are under taken for the development of support staff ? In house skill based training, quality improvement and overall personality development ? Encouraged for higher studies ? Hands off on job training programme ? Encouraged to attend moral value talk, Yoga classes Psychological counselling



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

TO CREATE NEW STARTUP PROJECTS WITH STUDENTS TO MAKE MORE CENTER OF EXCELLENCIES TO MAKE MORE NO OF RESEARCH PAPERS

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
2016	Organised National seminar on recent development on telecommunication technology	01/11/2016	01/11/2016	01/11/2016	75
2017	Organised workshop on skill development project	03/03/2017	03/03/2017	03/03/2017	155
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**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 of Shantiniketaan Girls hostel	28/03/2017	28/03/2017	158	45
OWMENS DAY CELEBRATION	08/03/2017	08/03/2017	145	35

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

Initiatives taken by the institution to make the campus ecofriendly: ? 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 class rooms are well ventilated and illuminated and hardly need any artificial lighting. ? Energy efficient equipments recommended for operational are installed in kitchen. ? Switching off/unplugging fans, lights while not engaged. ? Energy audit/Load survey done frequently. ? Use of LED ? Use of solar energy Use of renewable energy: Institution has implemented the following: ? "SOLAR STILL" for distilled water produced in the institute. ? Bio gas of 2m3 production capacity generated from organic hostel wastes used for cooking Ic. engine application. ? Production of "syngas" for cooking generated from waste plastics using biomass gasification ? Power generation from "wind energy" available at the roof of institute building. ? "Solar lighting" at our institute park. ? "Hybrid Ebike" for campus visit. ? "Solar powered electric vehicle" for campus visit. ? "Solar electrification" for library reading room. (proposed). ? "Solar heating" of water supply to institute hostel. (proposed). Water harvesting: ? The water harvesting pond of size 20x18x5 cubft constructed. the roof top rain water of the building, waste water ,surface water collected through a conduit and channel and stored in the pond. ? The roof top rain water of all the buildings and surface water of the institute to be harvested. (proposed) 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 ? The institute campus is situated and surrounded by scenic greenery foot hill. Varieties of medicinal plants, and other plants (fruit, vegetation and flower plants) implanted in the institute premises. ? Best Gram Panchayat /educational institute, for outstanding forestation /plantation in the year 2013. ? Institute awarded with "Prakruti Mitra" from Govt.of Odisha in the year 2014. Hazardous waste management. Institute does not prod

#### 7.1.3 – Differently abled (Divyangjan) friendliness

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

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	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
<b>No Data Entered/Not Applicable !!!</b>							

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

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

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Initiatives taken by the institution to make the campus ecofriendly: ? 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 class rooms are well ventilated and illuminated and hardly need any artificial lighting. ? Energy efficient equipments recommended for operational are installed in kitchen. ? Switching off/unplugging fans, lights while not engaged. ? Energy audit/Load survey done frequently. ? Use of LED ? Use of solar energy Use of renewable energy: Institution has implemented the following: ? "SOLAR STILL" for distilled water produced in the institute. ? Bio gas of 2m3 production capacity generated from organic hostel wastes used for cooking Ic. engine application. ? Production of "syngas" for cooking generated from waste plastics using biomass gasification ? Power generation from "wind energy" available at the roof of institute building. ? "Solar lighting" at our institute park. ? "Hybrid Ebike" for campus visit. ? "Solar powered electric vehicle" for campus visit. ? "Solar electrification" for library reading room. (proposed). ? "Solar heating" of water supply to institute hostel. (proposed). Water harvesting: ? The water harvesting pond of size 20x18x5 cubft constructed. the roof top rain water of the building, waste water ,surface water collected through a conduit and channel and stored in the pond. ? The roof top rain water of all the buildings and surface water of the institute to be harvested. (proposed) 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 ? The institute campus is situated and surrounded by scenic greenery foot hill. Varieties of medicinal plants, and other plants (fruit, vegetation and flower plants) implanted in the institute premises. ? Best Gram Panchayat /educational institute, for outstanding forestation /plantation in the year 2013. ? Institute awarded with "Prakruti Mitra" from Govt.of Odisha in the year 2014. Hazardous waste management. Institute does not prod

## 7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

Transparency In the Evaluation ProcessThe 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. Introduction extra hours teaching for doubt clears classes and support in study materials. 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

The Institution takes necessary efforts in the form of Quiz, Debate and Poster Competition on the issues like Gender sensitization, Climate Change. Institution was organized an environmental awareness programme in collaboration with state pollution control board, Angul branch, in 2013. STRENGTHS: ? Experienced and qualified faculty ? Good Infrastructure and well equipped Laboratories ? State of art Library ? Computer Centre, Internet Connectivity with WiFi facility ? Training and Placement Cell ? Clean, green and smart campus ? Incubation centre ? IQAC cell ? Well connectivity by road and rail ? Sports complex ? Green computing ? ATM and digital payment facility ? NCC/NSS/ROTRACT/REDRIBBON club ? Department Library ? Alumni ? Availability of latest software

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.



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	SYNERGY INSTITUTE OF ENGINEERING AND TECHNOLOGY
Name of the head of the Institution	Dr.Itishree Mohanty
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	Banamali Prasad , by the side of NH-55.
City/Town	Dhenkanal
State/UT	Orissa
Pincode	759001

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>private</b>
Name of the IQAC co-ordinator/Director	<b>Dr.Matru Prasad Dash</b>
Phone no/Alternate Phone no.	<b>06762225905</b>
Mobile no.	<b>9861187636</b>
Registered Email	<b>sietdkl@synergyinstitute.net</b>
Alternate Email	<b>mpdash82@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.synergyinstitute.net">http://www.synergyinstitute.net</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.synergyinstitute.net/pdf/calendar.pdf">http://www.synergyinstitute.net/pdf/calendar.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.41</b>	<b>2014</b>	<b>10-Dec-2014</b>	<b>12-Oct-2019</b>

<b>6. Date of Establishment of IQAC</b>	<b>13-Jan-2014</b>
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<b>7. Internal Quality Assurance System</b>
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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
<b>Workshop on Auto CAD</b>	<b>17-Sep-2017</b> <b>1</b>	<b>180</b>

Workshop on Aero Space Modeling	23-Nov-2017 1	195
National Workshop on Microwave and Electromagnetic Design using HFSS and MATLAB	13-Sep-2017 2	185
National Workshop on Total Station and Its Field Application	17-Oct-2017 2	84
Nationa Seminar on Recent Trends of Nano materials for Futuristic Applications	31-Jan-2018 1	160
<a href="#">View File</a>		

**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
INSTITUTION	MODROBS	AICTE	2017 365	247059
<a href="#">View File</a>				

**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 workshop and seminars are organised. Research papers are published in various national and international journals of repute. Industry institute interaction schemes or projects done sucessfully. Center of excellency in different Different Departments are initiated, Students are encouraged for different Start Up Programs

[View File](#)

**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	Achievements/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.
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
HOD COUNCIL	11-Jul-2017

**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

2019

Date of Submission

29-Mar-2017

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description 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](http://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 Alumni 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 Mentorship System Every faculty is assigned a group of 20 students under his mentorship. This system automated the mentorship system that every faculty can maintain all the details and communications with the mentees and enabled the administration to have the access of the mentorship 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
<b>No Data Entered/Not Applicable !!!</b>					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		

No file uploaded.

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	03/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

### 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
MICROWAVE ELECTROMAGNETIC DESIGN USING HFSS MATLAB	13/09/2017	30
TOTAL STATION ITS FIELD APPLICATION	17/10/2017	55
BIG DATA	16/03/2018	50
RECENT TRENDS OF NANO MATERIALS FOR FUTURISTIC APPLICATION	31/01/2018	145

[View File](#)

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	89
BTech	ELECTRICAL	45
BTech	COMPUTER	26
BTech	CIVIL	38
BTech	ETC	13

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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

stakeholders in enriching the curriculum? The Institute takes feedback from different stakeholders, including parents and people from industries. The

students express their opinion on curriculum through response sheets/feedback. Our faculty takes regular feedback from stakeholders on academic, curriculum, placement, trends and teaching methodology. The feedback collected is analyzed for improvement if there is any lacuna. The Principal present it to the college managing committee. The Governing Council reviews the analysis reports and initiates interventions. The teachers collect the feedback from the graduates regarding learning processes after the end of academic session every year. The inputs are obtained from the stake holders regularly and further used to improvise the overall competency of the students for employability..Some of our senior faculty members have contributed for the development of curriculum by the university. All faculty members take feedback from the students both informally through discussion and also formally in printed format. Feedback from the alumni also taken regularly. Advice and suggestion of academic peers and industry personals are also considered during their visit to the institution on different occasion. Principal/senior faculty members put the necessary suggestions before the academic council for develop the curriculum.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.

## 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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

### 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
2017	189	0	85	11	85

### 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 Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
85	85	5	5	1	1162

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

Each faculty member work as mentor and they are assigned 20 students for mentoring. The mentor look after the academic progress, all type of extra curricular activities of the students. The mentor also regulates the result, attendance,leave and continuously interact with parents on various issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
189	12	1:20

## 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
1	1	0	1	2

### 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
2017	Dr.Prasant Kumar Nayak	Assistant Professor	Ph.D
2018	Dr.Barada Prasanna	Lecturer	Ph.D
2017	Mr.Soumya Ranjan Sahoo	Lecturer	M.Phil

[View File](#)

## 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	16/04/2018	23/05/2018

[View File](#)

### 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 carries 10 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 answered which carries five marks. Quiz test, surprise test, assignments and attendance are taken into considerations for 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 calendar in the line of university calendar.

## 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	CIVIL	34	32	94.12
<a href="#">View File</a>					

## 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
Major Projects	365	AICTE	12	247059
<a href="#">View File</a>				

### 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
A Practical approach for solving Power Engineering problem	Electrical Engineering	15/09/2017
Aerospace modelling	Mechanical Engineering	23/09/2017
Microwave Electromagnetic Design using HFSS MATLAB	Electronics Telecommunication Engineering	13/09/2017
Recent Trend of Nano materials for futuristic Applications	Physics	31/01/2018
Recent Trend in material manufacturing process	Mechanical Engineering	14/03/2018
Design of Hydraulic structure	CIVIL	09/03/2018
Big Data	Computer Science	16/03/2018

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
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No Data Entered/Not Applicable !!!

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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
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No Data Entered/Not Applicable !!!

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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	Management	1	1

[View File](#)

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
NIL	0

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
A CASE DISCUSSION ON JUSTIFICATION OF ePDS : A MULTI CRITERIA DECISION APPROACH	Mr. B.P..M ohapatra	INTERNATIONAL JOURNAL OF ADVANCED TECHNOLOGY AND ENGINEERING RESEARCH	2018	1	1	1

[View File](#)

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	Institutional affiliation as mentioned in
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					citation	the publication
A CASE DISCUSSION ON JUSTIFICATION JUSTIFICATION OF ePDS : A MULTICRITERIA DECISION APPROACH	Mr.B.P.Mohapatra	INTERNATIONAL JOURNAL OF ADVANCE TECHNOLOGY AND ENGINEERING RESEARCH	2018	1	1	1
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	13	0	0
<a href="#">View File</a>				

### 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
SWCHATA HI SEVA	YOUTH RED CROSS RED RIBBON CLUB	6	105
BLOOD DONATION	Blood donar and motivator asso. And State Govt	5	150
PLANTUNG OF TREE	State Govt	4	152
<a href="#">View File</a>			

#### 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
0	0	0	0
No file uploaded.			

#### 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 activities	Number of students participated in such activities
NSS	STATE GOVT/ROTRACT CLUB	Swachh Bharat Pakhada	8	55
NSS	S.I.E.T, DHENKANAL	Vanamahotsav	7	54
NSS	State	Celebration of	7	124



	Govt/BRHMA KUMARI ISHWARIYA VISHWA VIDYALAYA	Road safety Beti Bachao Beti Padhao		
NSS	INTERNATIONAL OMENS DAY	INTERNATIONAL OMENS DAY	12	158
<a href="#">View File</a>				

### 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
0	0	0	0
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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 !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

## 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
0	0

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	Existing

during the year (rs. in lakhs)	
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

#### 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 partially)	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	13	61	5002	46867
e-Books	476	0	23	0	499	0
e-Journals	1158	0	0	0	1158	0
Digital Database	1020	0	142	0	1162	0
CD & Video	744	0	0	0	744	0
Others (specify)	375	0	0	0	375	0
<a href="#">View File</a>						

##### 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	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 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
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	recording facility
0	0

#### 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 incurred on maintenance of physical facilities
500000	492090	150000	123023

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 to date 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.

5 Library, ICT and physical infrastructure / instrumentation: All facilities available here.

- Library has been digitalized using own developed software.
- Computerized issue, return 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 basis

Library Details : Library Area: 800sqm Library Timing is : Working day 8AM to 10PM Holiday 9.30AM to 4.30 PM Total no. Of Title: 5077 no.s Total no. Of Books: 46391 no.s Total no. Of EBooks: 568 no.s Total no. Of EJournals: 33 no.s 1158 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 2011 to 2018 Digital Short Type: 193 nos. Question Answer NPTEL Course Material: 271 nos Videos ICT: NPTEL, DELNET, Digital library, Digital class notes

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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 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	17/07/2017	211	ARIFIN ACADEMIC BHUBANESWAR
Remedial coaching	08/11/2018	480	Institute
Bridge courses	03/07/2017	480	Institute
Yoga	08/07/2017	145	PRAJAPITA BRAHMAKUMARI
Personal Counselling and Mentoring etc.,	04/08/2017	480	Institute
<a href="#">View File</a>			

#### 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 passed in the comp. exam	Number of students placed
2017	0	0	0	0	0
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
0	0	0

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
WIPRO INFRASTRUCTURE (P) LTD	18	10	JAYASHREE POLYMERS	8	2
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	0	0	0	0	0
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	6
Civil Services	1
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
100 MTR	Institute	30
ENGLISH ESSAY	INSTITUTE	17
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Adjudged Champion	National	3	0	1601230071	Sudhanshu Shekhar Bisoi
<a href="#">View File</a>						

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

The College has a wide range of sports, games, cultural and extracurricular activities that are available to the students. The college has always created a

nice atmosphere for itself in the field of sports. The college provides excellent sports and games facilities in cricket, volley ball and basket ball. Basketball court, volleyball court ,Lawn tennis court and cricket field are already exist inside the campus. Our students won prize in different intercollege sport competitions. Various cultural and extracurricular activities like folk dances, classical singing, group singing, traditional heritage items, fine arts items, Quiz, Literary items are offered to the students. College also organizes annual Sports and annual function in the college campus. "SYNERGY" encourages its students to publish materials like college magazine, wall magazines. The students are motivated to express their talent through articles, paintings, and graffiti. Their Creativity is given a free flight. The college magazine provides them with a platform to express them. The teachers motivate the students to bring out the creative genius in them. The institution also encourages the staff members to attend conferences and to publish papers in national and international levels. There are two class representatives (one boy and one girl) from each section. They are selected unanimously. If unanimous selection is not possible then HOD nominates the class representatives. These class representatives takes lead roll from students side on different occasion. The institute believes in giving the equal opportunity to the students in supporting the authorities in different affairs of the college. For this the college endeavors to provide them with opportunities to participate in the various bodies.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution keeps pace and relation with former faculty and the Alumni to take advise on the institutional academic and other development. It keeps touch with them through the Alumni association, face book, mail id etc and through alumni meet annually. 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 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 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 institute. The alumni are very effectively utilized in the developmental activities of the college.

5.4.2 – No. of enrolled Alumni:

191

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)

The following efforts are made to improve the professional development of the teaching and nonteaching staff. Weekly faculty develop programme is conducted where one of the faculty member gives talk on one topic of his interest. Department is asked to organize national seminar. Faculties are encouraged to publish papers in peer referred journals, attend seminars, workshop, publish book etc. Faculties are encouraged to take up projects from government and private agencies. Faculties are encouraged for higher studies. Nonteaching staff(Lab.Asst) are encouraged for higher studies and short term courses. Office staff also take training on office automation.Faculties are required to attend minimum two workshop(two weeks each) for next promotion. They also required to publish paper in the peer referred journal, write books. Self appraisal form is given to each of the faculty in which they apprise themselves. Students also apprise the teacher subject wise in a different format. These two appraisal give a comprehensive evaluation of a teacher. Principal discusses the result of this assessment with the teacher concerned and suggest any necessary improvements if required. From the performance appraisal report the staffs are categorized in three categories i.e. Excellent,Very good, good and bad. Principal gives a letter of appreciation to the excellent category. To the good category he suggests through letter for further improvement and to bad category he personally calls, discuss and suggests probable measures to improve. The institutional policy with regard to quality assurance is: ? Develop a system for conscious, consistent and catalytic improvement in the performance of institutions. ? Channelize the efforts and measures of an institution towards academic excellence. ? To strengthen scholarly research and creative achievement in students and faculty. ? To improve teaching and learning with stateoftheart infrastructure. ? To broaden global perspectives. ? To promote institutional tieup. More freedom coupled with accountability concerns has made our institute to initiate internal quality assurance mechanisms and institutionalize it.The administration is decentralized to a considerable extent by implementing ERP System. The Principal conducts regular meetings with academic and nonacademic staff with proper minutes of meetings. . The opinion of all the staff members are taken for the effective implementation of suggestions. Academic and administrative duties are assigned to HODs. The HODs in turn conduct departmental meetings and decisions are taken in consultation with the teaching staff. At the same time, there are sufficient checks and balances built in the system to see that these decisions are carefully taken. These decisions can also be reviewed by higher authorities and committees in case of needs. The meeting usually focuseson improving the academic, cocurricular and extracurricular performance of the students. The work is delegated to the staffs that frame the time table, formulate the teaching plans and accept the task assigned by the HOD. The academic dairy is maintained by all staffs to record the lessons covered on a daily basis which is monitored by the principal regularly. In addition to the academic responsibility shouldered, faculty also takes up the administrative work and are on the functional committees that cover all aspects of governance of the college. Introduced of mentoring practises will definitely build a healthy and positive environment for mentees and mentor both and will establish the safety platform to excel. The management gives suggestions on various aspects on the basis of the Principals report and feedback it gets from the students and society. The suggestions of the management is communicated to the teaching and nonteaching staff and implemented by the Principal. He also assigns duties to various academic and administrative bodies of the college on the basis of suggestions of the management.

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
Curriculum Development	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. Institute collects feedback for the course completion from the students after completion of syllabus by the faculty. There, we ask the effective completion of syllabus to the students and feedbacks are collected from each student. If required teachers will be asked to take the extra classes..
Teaching and Learning	? Transparencies are widely used for delivering lectures ? Power Point Presentations using LCD projectors. Power point presentation banks are also available for several subjects. ? Teaching of the concepts by giving real life examples, case studies related to the subject. ? Stateofart Class Rooms with Audio / Visual Systems. ? Course Files and Lab Manuals for Effective Instructions. ? NPTEL Video Lectures. ? Employability Enhancement Training Programmes. ? Entrepreneurship Awareness and Development Programmes. ? Mentoring and Counseling Practices. ? Application Orientated Teaching. ? Learning resources from reputed institutions like IITs and International Universities
Examination and Evaluation	? Internal tests and semester examinations are done as per University Guidelines and evaluationb done by means of the performance, attendance, assignments, surprise test quiz test etc. External evaluations are also their for Viva Voce n Grand viva n project submissions.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.

Research and Development

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.

Library, ICT and Physical Infrastructure / Instrumentation

- Library has been digitalized using own developed software.
- Computerized issue, return 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

Human Resource Management

Employees are treated as asset always. Recruitment and selection process is transparent. Induction programme for faculties are conducted regularly. Salary administration is well monitored. Different welfare schemes are followed for employee satisfaction. Employee performance is regularly/annually measured and monitored properly. 1. The faculty members are sent to attend sttp /seminar/workshop for knowledge enhancement. 2. Faculties are encouraged for carrier advancement and higher studies. 3. Service books are maintained.

Industry Interaction / Collaboration

As industries are the integral part of technical education, students and faculty members are continuously interacting with the industry. The institute takes following programmes to make the students industry ready and

	<p>enhance their technical knowledge for better career. ? Signing of MOU with industry ? One month Internship training ? Student Industrial visit ? Guest lecture from industry ? Expert talk from industry in seminar /workshop ? Short term courses from CTTC, Sky riders, INFOSYS Campus connect, TCSION Life long Learning. ? Webinars ? Collaboration with ORACLE Corporation, TCS, INFOSYS, REDHAT, NBVL, Sakthi Sugar Ltd., Utkal Asbestos etc. ? Apprentice training under BOPT(ER) and other nearby industry</p>
Admission of Students	<p>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.</p>

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

E-governance area	Details
Planning and Development	<p>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 institution. The institution has adopted participatory managerial</p>

principles to ensure progress through the following practices: The flow of information is always from lower level to higher level. Coordinators of each level of the system consolidate recommendations after discussion with members and present them to the apex bodies. The feasibility of the proposed changes is discussed in the presence of the respective coordinators and if found acceptable, the changes are implemented. The Principal of the college has complete autonomy to govern the institution within the purview of the rules and regulations framed by the government. In the beginning of the academic year, a selfmapping exercise is conducted for the staff. This exercise exposes the strengths and challenges of each of the personnel to draw a potential map, which gives insight to the management, for the distribution of responsibilities. The head of the institution appoints the conveners for various committees and further nominates the members of committees in consultation with the respective conveners based on the potential map. The committees are well guided about their roles and responsibilities by the principal of the institution. The faculty is informed of their duties and responsibilities by the head of the institution in the scheduled staff meetings and departmental briefings. The administrative staff is given a job map along with the roles and responsibilities.

Administration

The 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. The administration of The "Synergy Institute of Engineering and Technology" strictly adheres to a participative approach. Principal is the head of academic and administrative affairs. All policy changes and academic activities are planned through a process of dialogue with stakeholders at various levels of the management system. The various committees, their responsibilities and their meetings at stipulated intervals are given below:

**Finance and Accounts**

The institution has appointed M/S Sourya prakash Mohapatra (Sourjya And Biswajit) as chartered accountant, Cuttack, to carry out internal audit for the FY 201718 The external audit of the institution is done by M/S Kiran .c. Sethaia, Cuttack, chartered accountants since inception. Last audit is done on dated...16102018

**Student Admission and Support**

The institution has an effective internal control system to monitor effective and efficient use of available financial resources.

**Examination**

Internal tests and semester examinations are done as per University Guidelines and evaluation done by means of the performance, attendance, assignments, surprise test quiz test etc. External evaluations are also their for Viva Voce n Grand viva n project submissions.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
<b>No Data Entered/Not Applicable !!!</b>				
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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)
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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
SEMINAR	1	23/09/2017	23/09/2017	01
WORKSHOP	1	22/07/2017	22/07/2017	1
FDP	1	27/11/2017	09/12/2017	13
STTP	1	04/12/2017	08/12/2017	5
SEMINAR	1	05/02/2018	08/02/2018	04
STTP	2	20/06/2018	24/06/2018	05
SEMINAR	1	10/02/2018	10/02/2018	01
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
85	85	106	106

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 appointed M/S Sourya prakash Mohapatra (Sourjya And Biswajit) as chartered accountant, Cuttack, to carry out internal audit for the FY 201718 The external audit of the institution is done by M/S Kiran .c. Sethaia, Cuttack, chartered accountants since inception. Last audit is done on dated...16102018

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
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

6.4.3 – Total corpus fund generated

406842983

## 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	No		Yes	INTERNAL AUDIT SYSTEM OF THE INSTITUTE
Administrative	No		Yes	INTERNAL AUDIT SYSTEM OF THE INSTITUTE

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

Every year 3 to 4 times the parents are coming to attend the parents meet for discussing their wards progress. parents are always in touch with the mentors for their wards 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 year. Staffs are encouraged by achievement awards in the institute.Staffs are also participating in annual games and some times organising cricket match for their good healthNon teaching are encoraged 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)

Industry Institute interaction Publication of research paper. Enhancement programs for COE

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
<b>No Data Entered/Not Applicable !!!</b>					
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
INTERNATIONAL WOMENS DAY CELEBRATION	08/03/2018	10/03/2018	154	15
ANNUAL FUNCTION	05/02/2018	05/02/2018	180	200

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
<p>? 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 class rooms are well ventilated and illuminated and hardly need any artificial lighting. ? Energy efficient equipments recommended for operational are installed in kitchen. ? Switching off/unplugging fans, lights while not engaged. ? Energy audit/Load survey done frequently. ? Use of LED ? Use of solar energy Use of renewable energy: Institution has implemented the following: ? "SOLAR STILL" for distilled water produced in the institute. ? Bio gas of 2m3 production capacity generated from organic hostel wastes used for cooking Ic. engine application. ? Production of "syngas" for cooking generated from waste plastics using biomass gasification ? Power generation from "wind energy" available at the roof of institute building. ? "Solar lighting" at our institute park. ? "Hybrid Ebike" for campus visit. ? "Solar powered electric vehicle" for campus visit. ? "Solar electrification" for library reading room. (proposed). ? "Solar heating" of water supply to institute hostel. (proposed). Water harvesting: ? The water harvesting pond of size 20x18x5 cubft constructed. the roof top rain water of the building, waste water ,surface water collected through a conduit and channel and stored in the pond. ? The roof top rain water of all the buildings and surface water of the institute to be harvested. (proposed) 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.</p>



Plantation ? The institute campus is situated and surrounded by scenic greenery foot hill. Varieties of medicinal plants, and other plants (fruit, vegetation and flower plants) implanted in the institute premises. ? Best Gram Panchayat /educational institute, for outstanding forestation /plantation in the year 2013. ? Institute awarded with "Prakruti Mitra" from Govt.of Odisha in the year 2014. Hazardous waste management. Institute does not produce any hazardous waste. ewaste management. The ewaste produced are

#### 7.1.3 – Differently abled (Divyangjan) friendliness

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

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	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
<b>No Data Entered/Not Applicable !!!</b>							

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

Title	Date of publication	Follow up(max 100 words)
Lect Seminar series on UNIVERSAL human values	04/09/2018	Dr.Biranchi Narayan Pani deliver a talk on Universal human value
Lect Seminar series on UNIVERSAL human values	10/11/2018	Brahmakumar Anand from Maunt Abu deliver a talk on Universal human value

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lect Seminar series on UNIVERSAL human values	04/09/2018	04/09/2018	154
Lect Seminar series on UNIVERSAL human values	10/11/2018	10/11/2018	145

#### 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 class rooms are well ventilated and illuminated and hardly need any artificial lighting. ? Energy efficient equipments recommended for operational are installed in kitchen. ? Switching off/unplugging fans, lights while not engaged. ? Energy audit/Load survey done frequently. ? Use of LED ? Use of solar energy Use of renewable energy: Institution has implemented



the following: ? "SOLAR STILL" for distilled water produced in the institute. ? Bio gas of 2m3 production capacity generated from organic hostel wastes used for cooking Ic. engine application. ? Production of "syngas" for cooking generated from waste plastics using biomass gasification ? Power generation from "wind energy" available at the roof of institute building. ? "Solar lighting" at our institute park. ? "Hybrid Ebike" for campus visit. ? "Solar powered electric vehicle" for campus visit. ? "Solar electrification" for library reading room. (proposed). ? "Solar heating" of water supply to institute hostel. (proposed). Water harvesting: ? The water harvesting pond of size 20x18x5 cubft constructed. the roof top rain water of the building, waste water ,surface water collected through a conduit and channel and stored in the pond. ? The roof top rain water of all the buildings and surface water of the institute to be harvested. (proposed) 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 ? The institute campus is situated and surrounded by scenic greenery foot hill. Varieties of medicinal plants, and other plants (fruit, vegetation and flower plants) implanted in the institute premises. ? Best Gram Panchayat /educational institute, for outstanding forestation /plantation in the year 2013. ? Institute awarded with "Prakruti Mitra" from Govt.of Odisha in the year 2014. Hazardous waste management. Institute does not produce any hazardous waste. ewaste management. The ewaste produced are

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details. ? Mentorship 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 faculty 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.

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

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 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.

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.



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SYNERGY INSTITUTE OF ENGINEERING AND TECHNOLOGY
Name of the head of the Institution		Dr.Itishree Mohanty
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06762225905
Mobile no.		9861187636
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

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>private</b>
Name of the IQAC co-ordinator/Director	<b>Dr.Jayashree Singh</b>
Phone no/Alternate Phone no.	<b>06762225905</b>
Mobile no.	<b>9437292409</b>
Registered Email	<b>sietdkl@synergyinstitute.net</b>
Alternate Email	<b>snehaljayashree@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.synergyinstitute.net">http://www.synergyinstitute.net</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.synergyinstitute.net/pdf/calendar.pdf">http://www.synergyinstitute.net/pdf/calendar.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.41</b>	<b>2014</b>	<b>10-Dec-2014</b>	<b>12-Oct-2019</b>

<b>6. Date of Establishment of IQAC</b>	<b>13-Jan-2014</b>
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<b>7. Internal Quality Assurance System</b>
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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
<b>National Seminar</b>	<b>14-Mar-2019</b> <b>2</b>	<b>349</b>

National Seminar	01-Mar-2019 1	160
National WORKSHOP	14-Mar-2019 3	242
National WORKSHOP	06-Oct-2018 1	165
<a href="#">View File</a>		

**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	nil	nil	2018 0	0
No Files Uploaded !!!				

**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 paper were published in various international journal of repute

Industry Institute interaction was strengthen

Attempts were made to establish different Center of excellence

[View File](#)

**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	Achievements/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.
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
HOD COUNCIL MEETING	25-Aug-2018

**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

2019

Date of Submission

12-Mar-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description 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](http://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 Alumni 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 Mentorship System Every faculty is assigned a group of 20 students under his mentorship. This system automated the mentorship system that every faculty can maintain all the details and communications with the mentees and enabled the administration to have the access of the mentorship 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

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. The curriculum prepared by the Biju Pattnaik University of Technology (BPUT), Odisha, to which the college is affiliated, is well transacted to the students after serious preparation as well as critical thought by the teachers concerned. Being an affiliated



institution we are always in tune with the latest trends in education and guidelines. University conducts training programs such as refresher courses on different fields pertaining to technical education. Synergy Institute of Engineering and Technology, Dhenkanal Campus, Institute conduct, in house training program and various sponsored programs for the faculty by external expert and internal expert based on requirements with the support of AICTE, ISTE, University etc. Also the Institute organizes at department level training program before commencement of semester.1. All the faculty members are asked to do their lesson plans in a specific format and lecture notes. 2. All the lecture notes are available in the hard form as well as soft copy for the students. For quality education our institution is in regularly interact with industry, R&D Organization and academic institution. Institute conduct seminar, workshop attended by people from academia, research bodies and industries. They Share their experience on thrust areas of research, syllabus structure and market demand. Industrial visit is conducted every year. Invited talk by eminent persons from reputed organization. Our faculty members do their research under the professors of IIT , Bhubaneswar, Utkal university, Sambalpur University,NIT, Rourkela, etc. Basing on these facts our principal/ senior faculty member give suggestion in the board of studies. See Annexure- 1. About interaction with different stake holders. 1.1.6. What are the contribution of the institution and/or its staff members to the development of curriculum by the university?(number of staff members/departments represented on the board of studies, student feedback teacher feedback, stakeholder feedback provided, specific suggestion etc. The principal is a member of board of studies and our college supports the development of the curriculum through suggestions offered by our principal during the BOS meetings. Though the college faces a few constraints to modify the syllabus on its own, yet the affiliating university has a system in place to get recommendations from its affiliated colleges through Board of Studies. Large number of faculty represents the academic bodies of the BPUT, Odisha who regularly participate in the process of syllabus design. The members of the faculty brain storm and discuss amongst themselves the relevance of the syllabus designed by the affiliating university. While recommending or forwarding the suggestions to the Board of Studies our teachers normally take into consideration the students' feedback as well as other faculty members of various departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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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	02/07/2018

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



	Certificate	Diploma Course
Number of Students	0	0

### 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
Student Induction Training Program	16/08/2018	130
National seminar on Women Entrepreneurship : Prospects and Problems	07/03/2019	95
ENTREPRENEURSHIP AWARENESS CAMP	26/09/2018	79
NEURO LINGUISTIC PROGRAM	20/07/2018	145
<a href="#">View File</a>		

#### 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	89
<a href="#">View File</a>		

### 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
<p>Some of our senior faculty members have contributed for the development of curriculum by the university. All faculty members take feedback from the students both informally through discussion and also formally in printed format. Feedback from the alumni also taken regularly. Advice and suggestion of academic peers and industry personals are also considered during their visit to the institution on different occasion. Principal/senior faculty members put the necessary suggestions before the academic council for develop the curriculum. 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 feedback report will be presented at the time of PEER TEAM VISIT.)</p>

### 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
BTech	NIL	0	0	0
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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
2018	163	0	98	18	98

## 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 Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
98	98	5	5	1	1162

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

? Students are guided regarding the future prospects of various options in different areas and they are further sensitized on the societal responsibilities through guest 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. Personal and psychosocial counseling: The students during the course of their studies in the college come across many issues. They are, at times, too immature to handle these problems. The college provides them personal counseling. They can share their problem with the faculty. The concerned faculty are very supportive in guiding them face there problem. The students some time come across certain social issues or problems which tend to bring inferiority complex in them. The faculty makes sure that no such deterioration happens with the psychosocial understanding of the students. They are counseled and motivated to become better citizens and advice to stand upright for the social cause. lectures. ? Value added lectures on entrepreneurship skills are conducted. ? Campus placements for quality jobs in reputed companies are contacted and organized. ? For innovation in research aptitude students are encouraged to undertake, participate in research projects, national seminar conferences. ? Special events organized by students. ? The college is dedicated for quality education which helps in branding our students as the best in the operational areas. ? Students are motivated through personality development and encouraged to participate in activities for social and community service. ? The quality education and research development activities have been contributing significantly in transforming socioeconomic condition of the people. ? Guest lectures, seminars workshops are conducted by the College that provides exposure to business opportunities in the industries. ? Students also attend Guest lectures, seminars workshops conducted by other colleges to improve and nurture their entrepreneurial skills. ? The placement cell assesses the needs of entrepreneurs and prepares comprehensive training modules. Our placement cell prepares the following module to improve the skills and focus on the development of our students. ? Business skills ? Managerial skills ? Communication skills ? Professional skills ? Public speaking skills ? Leadership skills ? Marketing skills Academic performance, regularity, participation in cocurricular and extracurricular activities physical and emotional wellbeing – all these factors play a vital role in the progress of the students. The following monitoring methods are adopted by the institutions: ? Academic monitoring – The academic performance is monitored by observing the students performance in the classrooms through discussions, interactions, presentations, seminars, and assignments.

Monitoring is also done by observing their performance in the internal examinations, and final semester examinations taking both theoretical and practical aspects into consideration. ? Regularity – The regularity of the students is monitored from the attendance taken in every class. ? Cocurricular and extracurricular activity monitoring – After identifying their areas of interest in cocurricular and extra curricular activities, the students participation/non participation is recorded. ? Monitoring of physical and emotional wellbeing – All the staff continually involve in students physical and emotional wellbeing through continuous counseling and offer help wherever necessary. The students are guided to progress in all these factors by constant encouragement. Any short comings in any one or all the above factors are adequately addressed. The students and parents are communicated about the progress over phone and mail. Parents and local guardians are invited to the college and discuss the necessary action to be implemented for the progress of the student. Communications of the student's performance to the parents are through the following

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
163	20	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
36	36	0	36	0

### 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
<b>No Data Entered/Not Applicable !!!</b>			
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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	27/03/2019	29/05/2019
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

2 In each semester two internal examinations are conducted 15 marks each for a duration of one hour. The question paper carries 10 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 answered which carries five marks .Quiz test, surprise test, assignments and attendance are taken into considerations for 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.? Improvements in Internal Assessment - Written tests, attendance, presentations, industrial visits, assignments, seminars, workshops, research activities, independent learning, and behavioral aspects ? Transparency in Internal Assessment - After evaluation of the

assignments/tests/projects/ etc. the outcome results are discussed in the class, results are put on the notice board, students are individually counseled, feedback is taken from the students for better assessment, as well as improving the existing standards of assessment. ? Weightage in Internal Assessment - While evaluating students for internal assessment due weight age is given for their behavioral aspects, independent learning and communication skills.

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 calendar in the line of university calendar.

## 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	CIVIL	39	37	94.88
<a href="#">View File</a>					

## 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
Any Other (Specify)	3	EDII AHMADABAD	0.2	0.2
<a href="#">View File</a>				

### 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 Women Entrepreneurship : Prospects and Problems	Management	07/03/2019
National seminar on Advance Technology in	CIVIL	20/03/2019

civil engineering		
National workshop on Fixed wing Aircraft	Mechanical	14/03/2019
National workshop on Rural Electrification using green resources	Electrical	06/10/2018
Seminar on World of cement and concrete	CIVIL	25/07/2018
Seminar on PEGA Customer engagement and digital process automation software	COMPUTER SC	17/08/2018
National seminar on Recent trends in advanced computing	Computer Science	14/03/2019

### 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
Ph.D Coursework evaluation	Dr.L.D.SAMANT	BPUT	26/09/2018	RESEARCH
<a href="#">View File</a>				

### 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
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

### 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)
National	MECHANICAL	1	1
National	COMPUTER SCIENCE	1	1
<a href="#">View File</a>			

### 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
0	0
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
PERFORMANCE ENHANCEMENT OF SOLAR STILL BY USING REFLECTORSJUTE CLOTHIMPROVED GLASS ANGLE	Dr. B. B. SAHOO AND MRS .CHANDANA SUBUDHI	THE JOURNAL OF ENGINEERING RESEARCH (TIJER)	2019	1	S. I. E. T, DHENKANAL	1
TWO NOVEL GRAPH THEORY BASED ALGORITHM FOR SALIENT OBJECT DETECTION	MR. S. ABHINASH	IEEE INTERNATIONAL CONFERENCE ICCCA18	2018	1	S. I. E. T Dhenkanal	1
<a href="#">View File</a>						

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
PERFORMANCE ENHANCEMENT OF SOLAR STILL BY USING REFLECTORSJUTE CLOTHIMPROVED GLASS ANGLE	Dr. B. B. SAHOO AND MRS .CHANDANA SUBUDHI	THE JOURNAL OF ENGINEERING RESEARCH (TIJER)	2019	1	1	S. I. E. T, DHENKANAL
TWO NOVEL GRAPH THEORY BASED ALGORITHM FOR SALIENT OBJECT DETECTION	MR. S. ABHINASH	IEEE INTERNATIONAL CONFERENCE ICCCA18	2018	1	1	S. I. E. T, DHENKANAL
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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	0	10	0	0
Presented papers	1	0	0	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 asso. And State Govt	8	148
YRC	Blood donar and motivator asso. And State Govt	5	155
NSS	State Govt	3	168
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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
Ph.D Coursework evaluation	Recognition	BPUT	3
No file uploaded.			

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 activities	Number of students participated in such activities
Awareness Camp	INSTITUTE S.I.E.T, DHENKANAL	VANOMAHOTSAV	7	45
Social activity	S.I.E.T, DHENKANAL	Plantation	6	64
SUNSTROKE AWARENESS PROGRAM	S.I.E.T, DHENKANAL	SUNSTROKE AWARENESS PROGRAM	4	125
NSS	S.I.E.T, DHENKANAL	INTERNATIONAL OMENS DAY	3	84
Gender Issue,	S.I.E.T, DHENKANAL	BRAHMAKUMARI ISHWARIYA VISHWA VIDYALAYA	3	90
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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
0	0	0	0
No file uploaded.			

#### 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 !!!					
No file uploaded.					

#### 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
UTKAL ASBESTOS	01/08/2018	INDUSTRY INSTITUTE INTERACTION	355
NAV BHARAT VENTURES PVT.LTD.	22/04/2019	INDUSTRY INSTITUTE INTERACTION	355
JIT MULTILAYER PRIVATE LIMITED	18/07/2018	INDUSTRY INSTITUTE INTERACTION	355
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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
250000	208416

##### 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)	Existing
Number of important equipments purchased (Greater than 1-0 lakh)	Existing

during the current year	
Classrooms with Wi-Fi OR LAN	Existing

#### 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 partially)	Version	Year of automation
INSTITUTE OWN DEVELOPMENT SOFTWARE	Fully	SQLSERVER 2000 OFFICE XP	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5060	46586	13	31	5073	46617
e-Books	499	0	39	0	538	0
e-Journals	1158	0	0	0	1158	0
Digital Database	1162	0	291	0	1453	0
CD & Video	744	0	0	0	744	0
Others (specify)	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	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 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
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**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 incurred on maintenance of physical facilities
1100000	1054646	300000	263662

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)

Adequate infrastructure facilities are key available for effective and efficient conduct of the educational programmes. The growth of the infrastructure thus has to keep pace with the academic developments in the institution. The other supportive facilities in the campus are developed to contribute to the effective ambience for curricular, extracurricular and administrative activities. Regarding policy matters for creation and enhancement of infrastructure, Institution never take any wrong decision for effective teaching and learning process. The institute has well equipped laboratories. Hostels for boys and girls are beautiful. The institute's library is an Associate Institutional Member of DELNET. Students have a free access to the World Wide Web having more than 200 Libraries in 20 states of India and five countries abroad. Bank facilities, Gymnasium, Canteen, Market Complex, Transport facilities, Medical Aid Centre etc. are available in the campus. Facilities exist for both indoor games and outdoor games sports activities. Basketball court, Volleyball court, Cricket and Football fields are available which students use during free times. Interested students are encouraged to register their names with the incharge faculty members for participation in various activities. Boys' and girls' hostel common rooms are equipped with indoor games facilities like Table Tennis, Carrom, Chess. Additionally, all the hostels including the Girls' hostel have ultra modern Multi GYM for physical fitness and bodybuilding of both boys and girls. Badminton court is a common feature in each hostel. Detail the facilities available for a) Curricular and cocurricular activities - classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, specialized facilities and equipment for teaching, learning and research etc. b) Extra-curricular activities - sports, outdoor and indoor games, gymnasium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc. Sl.No FACILITIES NUMBER 1. Classrooms 50 2. Technology enabled learning space 02(Drawing halls) 3. Seminar halls 07 4. Tutorial spaces 12 5. Laboratories 56 6. Botanical garden 02 7. Equipments for teaching learning and research LCD,NPTL,ejournal Extracurricular facilities Sl.No FACILITIES NUMBER 1. Sports 01 2. Basketball court 01 3. Volleyball court 01 4. Cricket practice ground 01 5. Lawn tennis 01 6. Badminton court 02 The institution is having separate facilities with ramps for the physically challenged persons. There are no physically challenged students admitted till date. ? Hostel Facility - Accommodation available Ans: Yes ,for both boys and girls. ? Recreational facilities, gymnasium, yoga center, etc. Ans: Yes gymnasium, yoga center available. ? Computer facility including access to internet in hostel Ans: Yes,with WIFI technology . ? Facilities for medical emergencies Ans: Doctors chamber with physician and all first aid medicine and dressing equipments, 24 hours vehicle for medical services. ? Library facility in the hostels Ans: For campus hostel library main library remains open till 10PM on all working days and on Sunday from 9.30AM to 4.30 PM. Regarding the provisions of Health care, FirstAid facility are available including 24 hour

vehicle for medical service . Doctors on emergency call are made available in on campus and off campus as and when necessary.

<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
Financial Support from institution	Merrit Scholarship	0	0
Financial Support from Other Sources			
a) National	Prerana Bihar Govt Scholarship	189	6656000
b) International	0	0	0
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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,	09/07/2018	209	ARIFINLIMITED BHUBANESWAR
Remedial coaching	02/11/2018	450	Institute
Language lab	10/07/2018	580	Institute
Bridge courses	09/07/2018	580	Institute
Yoga, Meditation	09/07/2018	580	Institute/ Brahmakumari Iswaria Viswavidyalaya
Personal Counselling and Mentoring	06/08/2018	580	Institute
<a href="#">View File</a>			

#### 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 passed in the comp. exam	Number of students placed
2019	PREPLACEMENT TRAINING	270	270	125	49
<a href="#">View File</a>					

#### 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
0	0	0

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
WIPRO INFRASTRUCTURE (P) LTD	35	12	NIL	0	0
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	0	0	0	0	0
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	2
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
100 MTR RUN	INSTITUTE	34
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## 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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	00	National	0	0	0	0
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### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a wide range of sports, games, cultural and extracurricular activities that are available to the students. The college has always created a nice atmosphere for itself in the field of sports. The college provides excellent sports and games facilities in cricket, volley ball and basket ball. Basketball court, volleyball court, Lawn tennis court and cricket field are already exist inside the campus. Our students won prize in different intercollege sport competitions. Various cultural and extracurricular

activities like folk dances, classical singing, group singing, traditional heritage items, fine arts items, Quiz, Literary items are offered to the students. College also organizes annual Sports and annual function in the college campus.: "SYNERGY" encourages its students to publish materials like college magazine, wall magazines. The students are motivated to express their talent through articles, paintings, and graffiti. Their Creativity is given a free flight. The college magazine provides them with a platform to express them. The teachers motivate the students to bring out the creative genius in them. The institution also encourages the staff members to attend conferences and to publish papers in national and international levels. There are two class representatives (one boy and one girl) from each section. They are selected unanimously. If unanimous selection is not possible then HOD nominates the class representatives. These class representatives takes lead roll from students side on different occasion. The institute believes in giving the equal opportunity to the students in supporting the authorities in different affairs of the college. For this the college endeavors to provide them with opportunities to participate in the various bodies. The details of having students' representation are: NCC, NSS, RED RIBBON CLUB, ROTARACT, CULTURAL.SPORTS, ETC.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution keeps pace and relation with former faculty and the Alumni to take advise on the institutional academic and other development. It keeps touch with them through the Alumni association, face book, mail id etc and through alumni meet annually.

5.4.2 – No. of enrolled Alumni:

205

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
Curriculum Development	<p>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.</p>
Teaching and Learning	<p>"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</p> <p>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 journals to keep the faculty as well as the student's up to date 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.</p> <p>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.</p>
Examination and Evaluation	<p>1.The semester examination is conducted by Biju pattnaik University of Technology. 2.Internal examinations</p>



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.

Library, ICT and Physical Infrastructure / Instrumentation

- Library has been digitalized using own developed software.
- Computerized issue,return 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: 4639no.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.

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

E-governance area	Details
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 institution. The 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 chartered 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

Examination

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.

Planning and Development

1 Institutional Vision and Leadership 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 create 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 knowledge 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 Industry Departmental 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 would 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.

### 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
2019	Prof.S.S.Pati	One day workshop on approval process 20192020	Heritage Institute , kolkata	7086
<a href="#">View File</a>				

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)
2019	International Yoga Day	International Yoga Day	21/06/2019	21/06/2019	20	30
<a href="#">View File</a>						

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
Faculty Enablement Programmes	1	04/06/2018	08/06/2018	5
Corporali Social Responsibility	2	14/11/2018	14/11/2018	1
Orientatio program conducted by NTA as Centre Observer	3	02/12/2018	02/12/2018	1
Workshop on Approval process 201920	1	27/01/2019	27/01/2019	1
Workshop on Examination	1	21/01/2019	21/01/2019	1

Reform conducted by AICTE				
Solid Waste Management	1	13/06/2019	13/06/2019	1
Equity action plan	2	04/06/2019	04/06/2019	1
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
98	98	104	104

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)

<p>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 chartered 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.</p>
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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
government bodies (EDII Bangalore)	20000	Research development
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

435132791
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**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	SIT, BBSR	Yes	Internal audit team
Administrative	Yes	SIT, BBSR ANDM/S Sourya prakash Mohapatra (Sourjya And Biswajit) as chartered accountant,	Yes	Internal audit team



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

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)

TO CREATE NEW STARTUP PROJECTS WITH STUDENTS TO MAKE MORE CENTER OF EXCELLENCIES TO MAKE MORE NO OF RESEARCH PAPERS

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
2019	National Seminar	14/03/2019	14/03/2019	15/03/2019	349

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**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
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			Female	Male
ANNUAL FUNCTION SYNFFEST2019	14/02/2019	15/02/2019	205	345
WOMENS DAY CELEBRATION	07/03/2019	08/03/2019	75	20
RESONANCE	14/03/2019	14/03/2019	25	75
MECHABASS	16/03/2019	16/03/2019	5	100

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

There is no formal conducting of green audit in the institution but the institution is eco friendly. Lot of expenditure is incurred to make the campus eco friendly. The institute has started Green audit in 2014 which includes ? Audit of Power ? Waste Disposal ? Audit of plantation ? Water Harvesting 7.1.2 What are the initiative taken by the college to make the campus ecofriendly? 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: Under Processing To be Developed by civil department 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

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 disadvantages	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
<b>No Data Entered/Not Applicable !!!</b>							

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			

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

<b>No Data Entered/Not Applicable !!!</b>
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**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. 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. To solve different critical problems and simulation model. To train students on visualizing and perceiving future technology requirement and generate new statement of equation for research activities.

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

The Institution takes necessary efforts in the form of Quiz, Debate and Poster Competition on the issues like Gender sensitization, Climate Change. Institution was organized an environmental awareness programme in collaboration with state pollution control board, Angul branch, in 2013. STRENGTHS: Experienced and qualified faculty. Good Infrastructure and well equipped Laboratories ? State of art Library. Computer Centre, Internet Connectivity with WiFi facility. Training and Placement Cell. Clean, green and smart campus. Incubation centre , IQAC cell, Well connectivity by road and rail Sports complex, Green computing, ATM and digital payment facility, NCC/NSS/ROTRACT/REDRIBBON club, Department Library, Alumni, Availability of latest software .

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.