



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	CHHATRAPATI SHIVAJI INSTITUTE OF TECHNOLOGY
Name of the head of the Institution	Dr. Santosh Sharma
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07882625299
Mobile no.	9826937473
Registered Email	registrar@csitdurg.in
Alternate Email	principal@csitdurg.in
Address	Shivaji Nagar, Balod Road, Kolihapuri
City/Town	Durg
State/UT	Chhattisgarh
Pincode	491001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Dr. Rajesh Kumar			
Phone no/Alternate Phone no.		07882625299			
Mobile no.		8966000013			
Registered Email		iqac@csitdurg.in			
Alternate Email		registrar@csitdurg.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.csitdurg.in			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.csitdurg.in			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.51	2015	01-May-2015	03-Apr-2020
6. Date of Establishment of IQAC			01-Jul-2015		
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		
Workshop on Teaching Pedagogy....	26-Aug-2019 6		43		

Webinar on effective Online Teaching	23-Mar-2020 7	47
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8. Provide the list of funds 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
Faculty	CRP under TEQIPIII CSVTU Durg	CRP under TEQIP-III CSVTU Durg	2020 730	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

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 Uploaded 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)

1. NIRF Participation 2. IIC Participation 3. Workshop on Pedagogy 4. Installation of department clubs 5. Webinar on Effective Online Teaching

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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
Formation of Academic Monitoring Committee	The Academic Monitoring Committee has been constituted to achieve the

	academic excellence.
To Apply for NIRF ranking Institute	Applied for National Institutional Ranking Framework (NIRF), MHRD, Government of India.
Conduction of Personality Development and Skills Development Program for non teaching staff.	Workshop on personality and Computer Skills development for non teaching staff was organized.
Organisation of Certificate/ Add on courses by various departments	Add on courses by all departments were conducted for enhancement of employability skills.
Increase Industry Institute Interaction Activities	Worked on industry base Students project. Industrial visits were organized. Industry Internships.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Shivnath Shikshan & Seva Samiti	19-Jun-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	15-May-2020
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17. Does the Institution have Management Information System ?	No
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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 Institute ensures effective curriculum delivery through a well planned and documented process. Our Institute is affiliated to CSVTU. Institute follows the curriculum (Syllabus/Course and Examination Scheme) and Academic Calendar provided by CSVTU. Curriculum is effectively delivered by working out systematic implementation plan along with relevant implementation processes.

- Action plan for implementation of curriculum is prepared by IQAC in consultation with Director and prior discussions with HoDs.
- IQAC proposes Institute Academic Calendar in-line with University Academic Calendar.

• Teaching workload is prepared by individual Head of Departments by referring University curriculum. • Concerned HoD issues the subject choice form to all the faculty members of respective departments and subsequently the choice forms are collected back. • Based on choices, the subjects are allotted to the faculty members. In addition, the expertise, experience and level of the subject is also considered by HoD while allotting the subject to the faculty member. • Accordingly, the HoD asks to prepare Time Table and notifies it to all concerned faculty members and communicates a copy of the same to Dean (Academics). • The concerned faculty member prepares the Teaching plan by referring the syllabus of the subject & Academic Calendar and HoD approves the same with suggestions, if any. Accordingly the concerned faculty member maintains the course file. • The faculty member records the daily attendance of Theory and Practical in Theory and Practical Attendance Records and also uploads in software. • Progress of students is evaluated through Continuous Internal Evaluation (CIE). • CIE for Theory comprises of Attendance, Class Test (CT), Assignments and Sessional examination. • CIE for Practical comprises of Attendance, Practical execution performance, Viva-voce, Practical journal submission. • Class engagement and syllabus completion is monitored by HoDs and controlled by Dean (Academics) for effective implementation of curriculum. • It's a regular practice to arrange various activities like: guest lectures, expert talks, trainings, workshops, seminars, site visits, industrial visits, case studies, etc. to increase effectiveness of curriculum delivery. • Students are encouraged to refer or utilize resources like book CDs, old question papers, final year project reports available in library, also, they are encouraged to refer online NPTEL videos. • Students are also encouraged to execute the practical execution through Virtual Laboratories. • Collection of mid-term student feedback is a regular practice to keep track of academic progress and improvement. • Review meetings of HoDs, Dean (Academics) and the Principal to monitor the academic progress and to observe effective execution of the academic plan.

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
NIL	NIL	Nil	Nil	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
Nil	NIL	Nil

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
Value added course on Simulation and Modeling in "PSCAD software	14/01/2020	22
Value added course on Simulation and Modeling in "Mi Power software	05/07/2019	36
Value Added Course on SQL, PL/SQL	16/01/2020	55
Value Added Course on Network Simulation (Cisco Packet Tracer)	16/01/2020	59
Value Added Course on Big Data Hadoop	16/01/2020	94
Value Added Course for Advance Automobile Equipments	09/07/2019	82
Value Added Course on Fundamentals of Mechatronics	25/02/2020	68
Value Added Course on Modern Construction Materials and Equipments	23/09/2019	24
Value Added Course on Soild Waste Management	03/02/2020	23
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BE	Computer Science and Engineering	139
BE	Electronics and Telecommunication Engineering	9
BE	Mechanical Engineering	117
BE	Electrical and Electronics Engineering	45
BE	Information Technology	41
BE	Mechatronics	17
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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

Student feedback: Feedback from the students for the respective course was taken twice in a semester Mid -term feedback and End term feedback on various teaching/learning aspects. The feedback form is been designed which comprises of various parameters. Feedback is conducted for all the students. Students having attendance more than sixty percent only those forms are considered for the analysis. These forms are analyzed by the feedback committee. This feedback is focused on parameters like Subject knowledge, Expression, Teaching aids used, methodology etc .The feedback is consolidated and the average value of every parameter is calculated for the all the staff and for all the subjects. The overall average value for all the parameters is calculated and report of individual faculty is formed. These feedback reports are conveyed to the Principal and Dean Academics. Dean academics convey the faculty feedback to the respective HoDs. HoDs discuss the feedback to the individual faculty one by one and corrective measures if any, are informed to the respective faculties for further improvements and are counselled for the lacunae.

Parents Feedback: Parents are important stake holders of this system. Parents meeting is periodically conducted in the college during Parent Teacher Meet and their suggestions are regularly obtained and analyzed. The following parameters are accommodated in the feedback. • Academic Performance and behaviour of the student. • Attendance of the student. • Teaching at the department level. • Fees related issues. • Participation in the co-curricular activities and sports. • Environment. • Skill enhancement trainings. • Career guidance and Placement.

Alumni feedback: As the alumni is found to be the brand ambassador(s) of our institute, the feedback, of the alumni is given, due considerations. Whenever any alumni visits the college, feedback is taken and a questionnaire is floated among them in which suggestions, improvements in the curriculum is received from alumni. The responses are analysed on the basis of different parameters which helps to implement quality policy at institute level. Its observed from the earlier feedbacks received that, alumni are quite satisfied with the infrastructure , library facilities. The suggestions from alumni mainly focus on to keep pace with the ever changing technology. College have planned an initiative for filling the gap between curriculum and industries by introducing guest lecture on emerging technologies. Alumni interaction at department level across different events such as expert lectures, discussing industry job scenario with current batches, organizing mock interview etc are the benefits. Staff feedback is collected in a prescribed format and suggestions are taken for improvement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

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

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	650	22	55	7	48

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
55	55	10	24	3	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institute has well established mentoring system .One such system is Teacher-Guardian Scheme under which students of various departments are divided into small groups and each group is assigned a faculty member as mentor/TG Coordinator for the entire programme duration to seek guidance on academics, project making, personal or psychological needs. • At first year level, students academic and personal issues of concern are well looked after by the mentor/TG Coordinator. •The critical cases are handled by first year in charges and HoD. This way the students realize their responsibilities at the early stage itself. • Mentoring system is followed

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
672	55	1:12

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
Nil	Nil	Nil	Nil	8

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

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

Reforms on Continuous Internal evaluation (CIE): CSIT follows guidelines of CSVTU for internal evaluation and assessment procedure. Reforms in the Evaluation process: 1.Awareness of evaluation and assessment system in orientation program. 2.Conducting tutorial classes to clarify doubts and re-explaining the critical topics. 3. Regular conduct of group discussions, seminars, project seminars, guest lectures and Industrial visit. 4. Monitoring the improvement in slow learner and encouraging the fast learners by reviewing their performance. • The institute believes firmly in continuous evaluation of the students for their sustained performance. Hence a structured evaluation process has been designed and implemented. • Theory exams are prepared and conducted as per the University examination pattern. • Exams are conducted by exam cell, department coordinators and internal squad comprising of senior faculty members oversees the smooth conduction of theory examination. • Faculty evaluates the answer sheets and distribute to the students for doubt clarifications and queries and results are declared within a week of the conclusion of the exam. • Faculty submits marks to Dean Office and HoD of respective department and marks are displayed on the notice board. • HODs conduct a meeting with department faculty members to discuss the students performance and necessary action plan for further improvement. • For laboratory evaluation, the institute conducts internal practical exam and record evaluation is done on the basis of day-to-day performance in the laboratory. • External lab-examination is conducted as per regulation.

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

• IQAC prepares the draft of academic calendar for each semester in consultation with Principal. The information about the activities/events which will be conducting in the session are gathered from respective department HoDs, registrar, training and placement head, NSS in charge, Women cell in charge, Sports in charge and Online exam in charge. Taking into consideration all the national holidays and list of holidays declared by the CSVTU academic calendar is prepared. • It includes all specific details like commencement of classes and end of session, national and university prescribed holidays, dates of assignments display,dates of internal exams,display of internal exam marks,expected schedule of University External Examinations, dates of Forum installation and other academic and technical activities, NSS activities, cultural and sports events, annual social gathering, HOD and CR meet, Parents teacher meet, Industrial visits, Guest lectures, Academic audit etc. • The tentative schedule is first distributed in Principals meeting along with Dean (Academic) and all HoDs and after thorough discussions, academic calendar is finalized. • Academic calendar is circulated to all the departments and also posted on institute website for wide dissemination amongst all stake holders and is communicated to the students at the beginning of the semester. • The administration ensures that, the activities mentioned in the academic calendar are rigidly followed. • All internal exams and other activities like PTM, Guest lectures are conducted as per the academic calendar. • Evaluated answer sheets are distributed in the class and an opportunity is given to the students to discuss the evaluation with the faculty and mistakes if any are rectified on the spot by the faculty. • Submission is done within the stipulated period and term work marks are allotted based on continuous assessment.

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)

<https://csitdurg.in>

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
BT3022	BE	COMPUTER SCIENCE AND ENGINEERING	81	81	100
BT3033	BE	INFORMATION TECHNOLOGY	37	20	54
BT3037	BE	MECHANICAL ENGINEERING	76	75	99
BT3067	BE	MECHOTRONICS	6	5	83
BT3025	BE	ELECTRICAL AND ELECTRONICS ENGINEERING	25	25	100
5003032	BE	INDUSTRIAL ENGINEERING AND MANAGEMENT	4	4	100
5003022	Mtech	COMPUTER SCIENCE AND ENGINEERING	1	1	100
5003070	Mtech	ELECTRICAL DEVICES AND POWER SYSTEM ENGINEERING	4	4	100
5003051	Mtech	ELECTRONICS AND TELECOMMUNICATION ENGINEERING	2	2	100
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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)

<https://csitdurg.in/>

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

Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	3	3
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	3	3
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	3	3
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	3	3
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	2	2
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	2	2
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	1.5	1.5
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	1.5	1.5
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	1	1
Projects sponsored by the University	730	TEQUIP-III CSVТУ Durg	1	1
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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
Seminar on Breaking Barriers: Innovating for a Better Future	IIC Cell	22/08/2019
Workshop on Launching Entrepreneurship: Dreams Unleashed	IIC Cell	28/08/2019
Workshop on Innovation : Igniting Creative Brilliance	IIC Cell	14/08/2019
Innovative Strategies for Todays Challenges	IIC Cell	15/10/2019
Workshop on Pioneering Innovation: Shaping Tomorrows World	IIC Cell	13/09/2019

Innovation Unplugged: Exploring Creative Frontiers	IIC Cell	07/10/2019
Startup Accelerator: Strategies for Rapid Growth	IIC Cell	11/11/2019
Seminar on The Art of Disruptive Innovation: Redesigning Perspectives	IIC Cell	02/12/2019
Seminar on The Power of Intellectual Property: Maximizing Innovation	IIC Cell	02/01/2020
Innovative Minds: Transforming Ideas into Action	IIC Cell	21/01/2020
One Day seminar on The Entrepreneurial Odyssey: From Vision to Venture	IIC Cell	03/02/2020
Seminar on Innovative Technologies in Contemporary Scenario	IIC Cell	17/05/2020
Seminar on Startup : Igniting Innovation, Fostering Success	IIC Cell	18/02/2020
Seminar on Startup Dynamics: Thriving in Competitive Markets	IIC Cell	20/02/2020
Seminar on Elevate Your Entrepreneurial Game: Strategies for Growth	IIC Cell	05/05/2020
Seminar on Innovating for Impact: Creating Lasting Change	IIC Cell	07/05/2020
Seminar on Leadership Talk Skills	IIC Cell	18/05/2020
Seminar on The Art of Entrepreneurship: Building a Business from Scratch	IIC Cell	25/02/2020

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
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
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
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Chemistry	1

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)
No Data Entered/Not Applicable !!!			
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
Computer Science Engg.	Null
Electrical Electronics Engg.	4
Electronics Telecommunication Engg.	1
Mechanical Engg.	Null
Information Technology	Null
Mechatronics	Null
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
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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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
Waste to Wow: Student Workshop on Creative Recycling	NSS UNIT CSIT DURG	1	18
Blood Donation Camp at CSIT Durg	NSS UNIT CSIT DURG	1	15
No file uploaded.			

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
No Data Entered/Not Applicable !!!			
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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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 !!!					
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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
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NETLINK SOFTWARE PRIVATE LIMITED, BHOPAL	01/09/2019	PLACEMENT	156
S2P EDUTECH, NAGPUR	02/11/2019	INTERNSHIP / ON JOB TRAINING / PROJECT WORK / STUDENT FACULTY COLLABORATIVE RESEARCH	135
NEXTGEN VENTURES, BHUBANESHWAR	06/03/2019	INTERNSHIP / ON JOB TRAINING / PLACEMENT	119
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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
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

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
PYLON	Partially	1.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	22554	4889769	105	50641	22659	4940410
Reference Books	41251	8868965	300	143700	41551	9012665
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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
No Data Entered/Not Applicable !!!			
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 (MBPS/GBPS)	Others
Existing	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
69.56	60.49	78.55	68.3

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 Institute has internal committee for maintenance and repair of infrastructure, and external agency equipment and other support facilities. Institute management appoints staff for cleaning of campus, laboratories, library, sports complex, computers, classrooms and other Physical infrastructure. Each department has lab-in-charge who informs verbally or in writing to the concern in-charge for maintenance of electrical, civil and computer work. The Institute has following policies for maintaining facilities-

The maintenance work is carried out by maintenance wing under departmental supervision. Computer and support facility maintenance: The computer and peripheral maintenance work is done by internal computer maintenance staff. AMC contract is given to external agency for the maintenance of all UPS within the Institute System administration team is available for maintenance of Internet connectivity, CCTV security system and network connectivity, The purchases of new computers, printer refilling, antivirus etc. is supervised by the procurement committee. Laboratory and other equipments like LCD projectors are maintained by technical supporting staff to some extent. In case of any repair requirement, service is hired from outside agencies by calling quotations for the same. Computer center is connected with LAN to high speed internet for the students to access internet. Other Labs are used exclusively for conducting practical. All the computers in the institute are connected in LAN with high speed internet. Electrical maintenance: Each department is having one member to coordinate electrical maintenance work and give there requirement to the in-charge. Other laboratory equipments are maintained by technical supporting staff to some extent. In case of any repair requirement, service is also hired from outside agencies. Civil work maintenance: The civil renovation work and

maintenance work of entire Institute is supervised by Building work Cell. Each department having one member in the cell to coordinate maintenance work and requirement. Building work Cell team then fulfills the requirement of Institute time-to- time. Library utilization and maintenance: Librarian calls quotation from different vendor to purchase books/magazines/journals and submit to purchase committee for necessary action after principal approval. Faculty members and students can issue any books from the Central Library for specified period. Faculty members are allowed to keep book for one session whereas students are allow to keep for two weeks. Reading hall and Reference Section of the library is available for reading and reference purpose for the students and the staff members.10 computers are available which are connected to high speed internet to access online material. Utilization maintenance Sports Complex, Classrooms etc.: Sports In-charge officer is responsible to keep Sport accessories in working conditions. Sports in-charge takes care of the play ground, hire external laborers, if required for the maintenance of ground. Purchase of sports material as per requirement after approval from principal. Play ground is used by our students for practicing various sport events and prepare them for university level, state level and national level competitions.

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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	INSTITUTIONS SCHEMES	282	2227315
Financial Support from Other Sources			
a) National	Government Scholarship	271	6145661
b)International	Nil	Nil	Nil
No file uploaded.			

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
Effective Communication and Interpersonal Skills Workshops	04/10/2019	74	TP Cell
Workshops on Decision Making and Problem Solving	18/12/2019	92	TP Cell
Public Speking and presentation skills workshops	06/01/2020	110	TP Cell
English Laungauge Proficiency Workshops	30/12/2019	85	TP Cell
Hygiene and Sanitation	21/02/2020	70	TP Cell

Awareness Program			
Session on Mental Health Awareness	03/02/2020	95	TP Cell
Computer Literacy and Software Training	11/11/2019	115	TP Cell
Digital Literacy Workshops	21/01/2020	95	TP Cell
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
2019	competitive examination and career counseling activities	241	176	5	160
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
No Data Entered/Not Applicable !!!					
View File					

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

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

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

Items	Number of students selected/ qualifying
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

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

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

CSIT, being student-centric institute involves students in every sphere of its work. The Institute teaches the students to focus on ethical principles and adhere to professional ethics and norms of Engineering. Each department in the institute has a departmental student association for conducting various activities and programs. All students of a branch are the members of their departmental association, and few students hold various portfolio for smooth working of associations. These associations extend their supporting hands to the organizers of various events like Hackathons, Annual sports, Annual function, workshops/Seminars/conferences etc. It aims to develop the personality, organizational skills and career of the students through involving them in co-curricular and extracurricular activities. Every department nominates a class representative for proper co- ordination in all activities. Institute has a student council which acts as a platform for the student community to address various academic and administrative aspects. The Institute has National Service Scheme (NSS) unit which sensitize students towards community issues, gender disparities, social inequity, and inculcate ethical values and commitment towards society. Under NSS Wing, a nearby village has been adopted, where several activities are organized at regular intervals. The institute also actively organizes campaigns under Swachh Bharat Abhiyan and Unnat Bharat Abhiyan from time to time. The institute organizes various awareness programs for community services and addressing societal issues in the neighbourhood community. The institute strongly understands the need and responsibility of not only creating successful professionals but also inculcating the values, integrity and ethics in them. Students are encouraged to address societal issues and challenges, to make them realize their responsibilities and duties towards the society and nation at large. In this regard SSIPMT organizes special social activities such as Blood Donation camps, rural development activities, Campus Cleanliness Camp and to maintain good social environment under the umbrella of NSS and Students association of all the departments. Students actively involves in institute level activities such as celebrating national festivals and birth/ death anniversaries of the great Indian personalities, Independence Day, Republic Day, Gandhi Jayanti, Teacher's Day, Engineer's Day, Vishwakarma Jayanti, Basant Panchami, Shri Krishna Janmashtami, Ganesh Puja, International Women's Day, International Yoga Day, Sports Day, Teachers Day, Fresher's Day, Alumni meet and Farewell in a joyful and harmonious manner in the campus

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

CSIT has an Alumni Association which functions according to the by-laws. The Association is steered by a body. At least one meeting is held annually and the members organise Alumni meet called SAMAGAM. The members sometimes join the events at the college depending upon their feasibility. The Alumni Association of CSIT also motivates the students by organising talks. CSIT being student centric involves students in every sphere of its work. The Institute teaches the students to focus on ethical principles and adhere to professional ethics and norms of Engineering. Each department in the institute has a student association for conducting various activities and programs.. All students of a branch are the members of their departmental association, and few students hold various portfolio for smooth working of associations. These associations extend their supporting hands to the organizers of various events like Hackathons, Annual sports, Annual function, workshops/Seminars/conferences etc. It aims to develop the personality, organizational skills and career of the students through involving them in co-curricular and extracurricular activities. Every department nominates a class representative for proper co-ordination in all activities. Institute has a student council which acts as a platform for the student community to address various academic and administrative aspects. The Institute has National Service Scheme (NSS) unit which sensitizes students towards community issues, gender disparities, social inequity, and inculcate ethical values and commitment towards society. Under NSS Wing, a nearby village has been adopted, where several activities are organized at regular intervals. The institute also actively organizes campaigns under Swachh Bharat Abhiyan and Unnat Bharat Abhiyan from time to time. The institute organizes various awareness programs for community services and addressing societal issues in the neighborhood community. The institute strongly understands the need and responsibility of not only creating successful professionals but also inculcating the values, integrity and ethics in them. Students are encouraged to address societal issues and challenges, to make them realize their responsibilities and duties towards the society and nation at large. In this regard SSIPMT organizes special social activities such as Blood Donation camps, rural development activities, Campus Cleanliness Camp and to maintain good social environment under the umbrella of NSS and Students association of all the departments. Students actively involve in institute level activities such as celebrating national festivals and birth/ death anniversaries of the great Indian personalities, Independence Day, Republic Day, Gandhi Jayanti, Teacher's Day, Engineer's Day, Vishwakarma Jayanti, Basant Panchami, Shri Krishna Janmashtami, Ganesh Puja, International Women's Day, International Yoga Day, Sports Day, Teachers Day, Fresher's Day, Alumni meet and Farewell in a joyful and harmonious manner in the campus. Every year, the CSIT-Alumni Association organizes an event called SAMAGAM Alumni Meet. This year due to pandemic SAMAGAM was organised on 7 December 2019 online.

5.4.2 – No. of enrolled Alumni:

182

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 Institution practices a decentralized governance system with properly administered inter-relationships. Various cells/bodies/committees are constituted which involve staff {teaching /non teaching/support} and Students to manage various institutional activities. Committees/Cells are formed for information dissemination, management and execution of the various curricular, co-curricular and extracurricular Activities to be conducted/participated by the Stakeholders during the academic year. The departments provide a platform to all its stakeholders by arranging various activities with the support of Management For the benefit of Students and Faculty. Institute is keen on the teachers' involvement and participation for improvement of effectiveness and efficiency of the institutional teaching learning process and adopting Various methods for up gradation in them. The Institute has always been in favour of participative management and welcomes the suggestions put forth by the teachers in the meetings in the forum of HoDs, Principal. Management ensures that the opinions and suggestions made by faculty and staff are Included in the decisions implemented for college development. This process probes to the institutional practices for decentralization and participative management. This governance is practiced in all the activities wherein there is participation of faculty members, students, non-teaching and support staff. Case Study: Institute has cellular structure for the good governance. Twenty two cells are constituted for the overall development of Institute where every faculty and students are involved. HoDs are also equally participating in decision making. Institute addresses all the issues concern with the stakeholders through these cells.

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

No

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 Institute is non-autonomous and affiliated to CSVTU. It adopts the curriculum designed and developed by University. Students are given platform to work and interact with industry through Internship, Industrial visits and field projects to minimize the gap between Industry and Institute and to give insight to students about actual functioning in industry. Students are facilitated with different add-on training programs and certificate courses in institute to make them updated with current industry scenario. Value added courses for students are added and delivered by academicians and industry experts. To develop the skills of the students to gain success in the global competitive world various skill development programs, short term courses, expert lectures and workshops</p>

are conducted in the institute. The institute has collected and analyzed feedback on curriculum in structured format obtained from various stakeholders such as students, alumni, teachers, employers and parents etc.

Teaching and Learning

The Institute organizes expert lectures by inviting faculty from reputed academic institutes (National or International) and industry experts. Institute has adopted modern teaching learning practices with NPTEL, Virtual labs and e-yantra project which are all initiatives of MHRD. Teacher guardian scheme is introduced for the students from the inception of the institute to mentor students to solve their academic and personal problems. Teachers use ICT for effective teaching and learning. The Continuous Internal Evaluation (CIE) System Reforms are implemented which includes Mid Sessional Tests, Class Tests, Assignments and Group Assignments, Pre University Test. CIE is robust and transparent.

Examination and Evaluation

Outcome based Assessment implemented. The End-Semester Examination is conducted by the University[CSVTU]. And, the valuation is centrally by the University through Digital Valuation Centers. The CSIT is Valuation Center of the University.

Research and Development

The Institute encourages its teachers to conduct research for which a research cell and innovation cell has been in place to facilitate the research and extension activities. Different cell organizes workshops and sensitization programs to create research spirit amongst teachers and students. College provides incentives to recognized faculties and students in terms of financial support and Duty-Leaves. Many teachers in the Institute have published their research papers in reputed National and international journals with good impact factors. Some faculties are having book chapters in edited book and books published.

Admission of Students

The Institute is self financed private institute affiliated to CSVTU and gives admission to the student on the basis of JEE /state CET and their HSC score. The lateral entry for the direct second year program level admission is done through centralized

admission process for diploma pass out student as per their eligibility criteria. To achieve this we conduct various technical awareness program, promotional activities for awareness among the student about engineering.

Human Resource Management

CSIT has well established organizational structure to execute out smooth functioning of administrative and academic processes. Various bodies are formulated which constitutes the organization chart. The governing body is the highest decision making body constituting members of the management, Principal and nominated faculty members. College Development Committee includes representatives of members of Advisory board from industry and academics. Service rules are in existence for all the teaching, non-teaching staff and students. The roles and responsibilities are clearly mentioned in the Service rules. It is updated from time to time. Recruitment procedure is very transparent and is based on merit. It is based on Performance based Appraisal system. Due recognition is given to all the concerned. Principal, Heads of the Departments, sectional heads and co-coordinators of various committees have adequate participation in making decisions in academic and administrative processes under their preview.

Industry Interaction / Collaboration

The Institute has functional MoUs with industries and other organisations. The Institute has separate TPO Cell, through which it provides good industrial related activities like internships, industrial visits, vocational trainings, guest lecture from industry etc. The Institute is running best practices like Campus Recruitment Training exclusively designed for the students in order to make them ready for placements. The Institute has dedicated Entrepreneurship Development Cell (EDC) to create the culture of Entrepreneurship amongst students. The prime focus of this cell is to provide a platform to convert student's skills/ideas into reality. It regularly organizes seminars and workshops for students and provides entrepreneurial support. This has resulted in

developing budding entrepreneurs in the campus.

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

E-governance area	Details
Examination	CSVTU Exam Portal. CSVTU Digital Valuation System.
Student Admission and Support	Admission is done online through the portal of Department of Technical Education, Chhattisgarh
Finance and Accounts	Tally Software

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	LeelKanth Dewangan	Nil	Nil	Nil
No file uploaded.				

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)
2020	Webinar on Effective Online Teaching	Training on Computing Skills	23/03/2020	29/03/2020	49	11
View File						

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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

Before the start of the academic year, Institute earmarks financial activities for the departments and Centralised cells. During the year, Accounts Officer carries out scrutiny of finances of conducted activities and checks the financial provisions. At the end of the year it is audited by an external Chartered Accountant. Budget for every event/activity is prepared by activity in-charge and it is approved by Principal well in advance. Institute budget includes Recurring and non recurring expenses, budget includes details of Capital goods, furniture and fixtures, salary, operation and maintenance and other finance heads. The financial reimbursement procedure is easy and simple. At the end of the financial year balance sheet is prepared and is approved by management. The Books of accounts are as per the statutory requirements. The auditor ensures that all payments are duly authorized. Internal financial audit used to carry out every month. External financial audit executes once in a year.

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
Null	0	Null
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	No	Null	Yes	IQAC
Administrative	No	Null	Yes	IQAC

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

Parent-Teacher meet is organised to exchange the views and expectations of the parent and to discuss the progress of students. If the attendance of student is found poor, parent is informed about the same by faculty members and further discussion is carried by Head of Department with parent. Timely suggestions are received from the parent to improve and upgrade the system. Parents are also included on various statutory committees. Parent feedback is noted at each parent-teacher meet and analysed. Parent help is sought to solve societal problems, if any

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

Computer Skills Development

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

1. Students were motivated and guided to participate in technical event. 2. Teaching staff and students were motivated to enroll for online courses and RD Activities. 3. Entrepreneurship awareness is carried out among the students. 4. Academic and administrative audit was conducted by IQAC. 5. Students were mentored to score better for university examinations.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

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	NPTEL Chapter	21/08/2019	21/08/2019	30/06/2020	6
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
Women Rights in Contemporary Society	09/03/2020	09/03/2020	47	28

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
35

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nil
Ramp/Rails	Yes	Nil

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

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Webinar On Universal Human Values	21/05/2020	21/05/2020	63
No file uploaded.			

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

- Plastic-free campus
- Minimum paper-print system
- Green landscaping with trees and plants efforts towards green practices on the campus
- Rainwater Harvesting
- Sewerage Treatment Plant
- Solar Power generation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Campus Recruitment Training (CRT) : CRT program is exclusively designed for the students in order to make them ready for placements. It is focused on ensuring that the students are well equipped to get through the recruitment process of various IT and Core companies by gathering the inputs from the job-seekers and placement-providers. This program is implemented through an external renowned agencies which have expertise and credentials in grooming the students. These agencies hail across the state and nation. The program has different modules for aptitude test, group discussions, reasoning and personal interviews. 1. Title Empowering students with Campus Recruitment Training. 2. Goal a) To enhance employability skills. b) To assist students in cracking the aptitude tests. c) To provide grooming environment through personalized coaching and group activities. d) To enhance overall personality. 3. The Context While there are always job-specific skills that an employer is looking for, most recruiters also want to have some general skills. These general job skills also count for "employability skills" or "soft skills". Employability training identifies the student's employability skills, combines them with improved self-awareness, and prepares them for getting placement. In view of this the Institute has emphasized on grooming the students which is complemented by the outcomes. 1. The Practice Following practices are carried out under CRT module: • Tips on Aptitude Test Preparations Cracking o Practising Discussion o Various areas/sections related to Aptitude Test • Aptitude Test Practice o Script on Self- Introduction, Practising of the script. o Creative and innovative techniques of self introduction and practise to introduce within 30 secs and to include only relevant points. One to one feedback is given immediately after the performance. • CV Making Workshop o Workshop mode - Students prepare the resume and immediate correction and suggestions are provided. o Guiding the students to prepare the CV addressing to specific needs of the different fields and use of technical terminologies accordingly. • Communication Interpersonal Skills o Script on Self- Introduction, Practising of the script, Competition on Self- Introduction. o Creative and innovative techniques of self introduction and practise to introduce within 30 secs and to include only relevant points. o Guidance- Dressing, Stress control and how to enter the interview room. • Self Introduction o Interactive Discussion Mode o Students incorporate key areas like- Short Long Term goals, Interest Hobbies, Career Goals etc. • Problem Solving Skills o Interactive Discussion Mode o Example Exercise Based • Presentation Skills o Verbal Presentation on a topic to specified audience with the help of audio-visual aids o Creating effective power point presentation

using verbal communication. • Group Discussions o Group of 8-10 students and GD topic introduced. Tips how to excel in GD are shared. o Students are given practice of putting their points, initiating, summarising, concluding and leading the discussions. • Body Language o Script on Self- Introduction, Practising of the script, Competition on Self- Introduction. • Personal Interview o Simulation method with mock practise. Knowledge of Types of Interview questions- Behavioural, Competence, EQ. 2. Evidence of success • The practice has resulted in increasing the placements. There is increase of around 30 placement over the period of last 5 years. • The said module has helped the students to get placements even after they got passed out. • The preparations of quantitative aptitude, reasoning, verbal communication has helped them to prepare well for competitive examinations. • The confidence level and body language has significantly enhanced. • It has helped to enhance competitive environment amongst students. 6. Problems encountered and resource required • As the complete module was required to be conducted at a stretch, the curriculum timings were required to be re-adjusted. Accordingly it was done and academic activities were not hampered. The extra lectures were conducted against this activity. • The placement companies are having varied criteria for selection of students. In order to normalize it, a specific module covering maximum criteria was implemented. BEST PRACTICE II In order to assist the students in their studies and to monitor their academic performance, Teacher Guardian (TG) scheme is implemented. Under this scheme 15-20 students were allotted to each faculty member. Title Teacher-Guardian Scheme Goal: To enhance academic performance of students through personal counseling and to resolve issues, if any. The Context: In the context of current social scenario, there is need for counseling the students. Students face many inter personal issues. In order to overcome these and to take out the best out of them, guidance counseling is required. After taking admission to the Institute, a mechanism is required to guide and counsel the students. Teacher Guardian scheme is implemented in this context. The Practice: Under the Teacher Guardian Scheme, following processes and practices are carried out: • 15-20 students are allocated to a faculty member • At the start of an academic year, the TG scheme gets started. • Notices regarding the same are circulated • TG collects data in a format like contact details of student, parents, Local Guardian, earlier results etc. • The students meet TG every fortnight. • TG updates records of students like daily attendance, test results, internal assessment, assignments, activity details, co-curricular extracurricular activities etc. • In case of any problem, the TG counsels and guides the student • It helps students to concentrate on their studies • TG provides comprehensive advice on career, courses and jobs that can enable the student to make a proper and informed choice and understand what they can do after they are done with engineering. • It helps to shape a students behaviour and also instill enough discipline in them. • It relieves the burden and worries of parents and lessens their anxiety. • It helps students to improve personal, home and family relationships, depression, anxiety and loneliness. Evidence of success: • The discipline amongst students have increased which is evident from the fact that there was not a single case of in-discipline. • It has helped to increase the academic results • With the boost in confidence level, students have participated in many technical, curricular and extra-curricular activities. • It has helped to enhance cordial relations amongst stakeholders Problems encountered and resources required: In the initial phase of implementation, students were resisting to open up. But in due course of time this problem was resolve after proper care.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://csitdurg.in/>

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

CSIT aims to inculcate in its students the spirit of service along with professional/ technical skills for their overall development. Following attributes are instilled in the students over their tenure of studies in the institute: Ethics and Virtues The virtues of trust, respect, individual self-determination, and obedience encourage social and economic exchange as well as production and entrepreneurship. We keep guiding our students to be ethical in their academic work as well as future careers. Eco friendliness The students are given a vivid understanding of current environmental/ contemporary issues and through its various efforts such as energy conservation, solid waste management, rainwater harvesting urges them to become eco-friendly citizens. Gender Equality The institute makes relentless efforts towards empowering the girl students, in particular, for making them contribute equally towards national development. Entrepreneurship The institute strongly believes that entrepreneurs help drive change with innovation where new and improved products/ services enable new markets to be developed. Through the EDC in the institute, we foster the same spirit in our students. Continuous Self Development We inculcate in our students the urge for continuous self development so as to achieve the right mix of personal and professional goals throughout their active work life. Wise Use of Resources Restoring and maintaining the health of renewable and non-renewable resources are the key elements of sustainable development. We make our students realize the imperativeness of the 3 R's- Reduce, Reuse and Recycle. Leadership and Team Spirit The institute believes it is not enough for a student to decide that he/she want to be a leader. The institute teaches them that leadership skills are not inherited, they have to be developed consciously over time, by working in teams and groups. A student should understand the importance of fundamental aspects such as Communication skills, Decision-making skills, Organizing skills, Action planning, Strategic thinking, Risk management, etc.

Provide the weblink of the institution

<https://csitdurg.in/>

8.Future Plans of Actions for Next Academic Year

CSIT is aiming at upgrading the quality of each individual by exploring the inherent skills. It is proposed to promote research and innovative thinking culture among students and faculties. We plan to implement best teaching-learning practices. It is proposed to improve PhD faculty members as per the required norms. We plan to promote students and teachers to go through various research methods, technical changes, research publications so that intellectual output of the institution will increase. We will concentrate on various funding schemes from government and non government organisations. In this concern various proposal such as MODROB, Short term training program for faculty etc. will be submitted to AICTE, UGC etc. Other plans are as follows: 1. Industry- Institute Interaction will be strengthened. 2. Strong connect with alumni will be developed by inviting distinguished alumni to motivate students. 3. Training and Placement cell will try to facilitate service by conducting maximum training activity, placement drive, and internship and to improve employability of students. 4. Students' National Conference will be organised. 5. Entrepreneurship Awareness workshop will be conducted to promote the culture. 6. Students' professional body, SAE Collegiate club will be installed. 7. Students will be promoted to prepare for various competitive exams like GATE, government examinations, PSU's etc. 8. Content beyond syllabus will be covered by organising industrial visits, guest lectures, and workshop for students. 9. Faculty will be motivated to

publish research articles in various reputed journals. 10. Participate in National Institutional Ranking Framework (NIRF). 11. Conduction of internal Academic and laboratory audit.