



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>S J C INSTITUTE OF TECHNOLOGY</b>
• Name of the Head of the institution	<b>Dr. G T Raju</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>08156263181</b>	
• Mobile No:	<b>9731292555</b>	
• Registered e-mail	<b>principal@sjcit.ac.in</b>	
• Alternate e-mail	<b>sjcit1@rediffmail.com</b>	
• Address	<b>Post Box No:20, B B Road</b>	
• City/Town	<b>Chickaballapur</b>	
• State/UT	<b>Karnataka</b>	
• Pin Code	<b>562101</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	
• Financial Status	<b>Self-financing</b>	

• Name of the Affiliating University	Visvesvaraya Technological University,				
• Name of the IQAC Coordinator	Dr. Shobha B N				
• Phone No.	08156263182				
• Alternate phone No.	9738075498				
• Mobile	9845973725				
• IQAC e-mail address	iqac.sjcit@gmail.com				
• Alternate e-mail address	principal@sjcit.ac.in				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://drive.google.com/file/d/1hyFmVEuHYntcVbW_29mfRYMu8xdLECH1/view?usp=drivesdk">https://drive.google.com/file/d/1hyFmVEuHYntcVbW_29mfRYMu8xdLECH1/view?usp=drivesdk</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.80	2017	30/10/2017	29/10/2022
<b>6. Date of Establishment of IQAC</b>			16/11/2017		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	Yes				
• Upload latest notification of formation of IQAC	No File Uploaded				
<b>9. No. of IQAC meetings held during the year</b>	4				

<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>Audit to monitor and ensure the quality of student's activities, department activities and staff members for periodic assessment for performance of academic task timely, efficient and progressive performance of academic task. • Periodical meetings with staff members are initiated to formulate the plan of action. The implementation of action plans are reviewed in the subsequent meetings. • SJCIT IQAC strengthened the campus placement process through Memorandum of Understanding with various industries to build up the Industry Institute Interaction at various levels. • Periodical meetings with staff members are initiated to formulate the plan of action. The implementation of action plans are reviewed in the subsequent meetings. • Departmental IQA committees were initiated</p>		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
<p>A common and specific format may be designed to collect the feedback from different sectors of Stakeholders associated with the institution. • To conduct Internal Audit and Internal Academic Audit for all the departments and other Cells and Clubs for the effective functioning. • Research promotion in the Institute. • To increase the Number of PhD holders</p>	<p>Measures were taken to frame a common template to acquire the feedback of Curriculum feedback Seminar Feedback Institutional Feedback Library Feedback • Systematic examination of a quality system was carried out for all departments by an internal Encourage faculty to pursue research in basic and applied technology To publish in Journals of International Standards 3) Apply for Patents and IPR's • This initiative has increased the number of Ph.D holders in the Institution in the Academic year 202122</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<p><b>14. Whether institutional data submitted to AISHE</b></p>	
Year	Date of Submission
2020	29/12/2021

## Extended Profile

### 1. Programme

1.1

7

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 **621**

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **42**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3 **564**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

## 3.Academic

3.1 **175**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **5**

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>7</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>621</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>42</b>
File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	<b>564</b>
File Description	Documents
Data Template	No File Uploaded
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>175</b>
File Description	Documents
Data Template	No File Uploaded

3.2	5
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

<b>4.Institution</b>	
4.1	56
Total number of Classrooms and Seminar halls	
4.2	271.46
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	824
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Yes, the Institution has a well established mechanism for curriculum delivery and documentation. SJCIT is affiliated to VTU and follows the scheme and syllabus as prescribed by VTU. Complete coverage of VTU syllabus for theory and lab courses across all semesters and branches is implemented. Apart from syllabus coverage, in every subject, roughly around 15-20% portions of beyond the prescribed syllabus is covered.

Action plan / Mechanism developed for effective implementation of the Curriculum:

- Calendar of events of the activities is prepared in line with that of VTU calendar of events.
- Administrative group have been formed consisting of HODs, Subject Experts, Class Teachers, College Level and Department level Time Table coordinators.
- Subject Allotment: At the beginning of each semester, subject

allotment is done to the teachers based on their previous experience, specialization, the individual interest.

- **Lesson Plan Preparation and Scrutiny:** Faculty members prepare the lesson plan, notes, and presentation materials as per the standard template in the allotted subjects for the entire syllabus. The academic material prepared by the staff is scrutinized & reviewed by HOD & Senior Professors and feedback/ suggestions are provided to the teachers. The prepared academic material is made available to the students.
- **Laboratory course:** The labs are allotted with one Lab In-Charge and Co-faculty members who actually prepares the laboratory manuals containing the solutions for all the experiments along with additional related experiments to be carried out and viva questions.
- **Coverage of Syllabus:** Monthly review will be conducted by HOD/IQAC team to verify the coverage of syllabus as part plane.
- **IA Question Papers:** The question papers are set by the subject faculty with course outcomes and Bloom's Levels. These question papers are scrutinized by the HOD and PAC members of program. Periodic feedback on the lesson plan, coverage of syllabus, Internal Assessment (IA) test conduction, entry of IA marks, and dispatch of progress reports to parents, etc. Corrective measures are initiated on the basis of feedback received, such as arranging tutorial classes for particular subjects, extra classes for faster coverage and in cases where sufficient portion is covered rearrangement of the time table, etc.
- **Academic Audit:** To assess the effectiveness of Curricular implementation plan, the IQAC of SJCIT reviews the academic preparation, orientation of faculty towards the subject, understanding of the curriculum requirements, teaching practices adopted by the faculty for each subject, previous appraisal and percentage results obtained. Analysis of final exam results and initiating suitable actions for continuous improvement is also done on regular basis.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

## Internal Evaluation (CIE)

Every Department has the following procedure to ensure effective conduction of internal tests. Internal tests are scheduled according to the dates mentioned in the calendar of events. Departmental IA co-coordinator is assigned the responsibility of preparing the test time table, monitoring of the IA process. The HOD and subject expert of the respective subjects reviews the question paper to ensure the quality of the question paper. Course Outcomes mentioned in the syllabus prescribed by the University is discussed among staff and the subject experts and modified by the course coordinator if required. Regular talks are conducted in the college staff meetings to create awareness on Blooms Taxonomy levels. Lesson plan is framed by every subject teacher in accordance with the available number of classes mentioned in the calendar of events for effective portion coverage. This process is monitored by the subject expert or HOD regularly. Quality checks of the internal Question paper are initiated at different levels- Subject expert, HOD and IQAC. Learning levels and COs are mentioned in the test question papers. Question papers are scrutinized to see the coverage of syllabus, break up of marks, complexity level, etc., by the subject expert or HOD. Evaluations rubrics are developed for every course including lab test, project and seminars. The correction of answer scripts is to be completed, corrected blue books shown to students, marks entered in the (DHI s/w) data base and progress reports are sent to parents in the prescribed time limit.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

7

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

150

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

**during the year**

150

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, The College has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social values, human values, environment sensitivity etc.,

The courses on Ethics, Human Values, Human Resources & Organizational Behaviour and NSS and NCC, Environmental Studies are implemented by the VTU in the curriculum of all programmes.

**1. Gender Sensitivity**

Gender sensitivity and gender sensitization is accomplished through amalgamation of theory and practice. There are many platforms for hands-on experiences related to gender sensitivity which enable students to interface with real life situations such as field work, community outreach, and gender sensitization activities under College Internal Complaints Committee (CICC).

- Creates awareness about the internal complaint committee among the Institute academic and administrative units.
- Promotes effective communication and collaboration among those responsible for complaints
- Ensures that the complainant and witnesses are not victimized or discriminated because of their complaint.
- Encourages an open-dialogue with the complainant from the committee members.
- Monitors emerging complaint trends and circulate the information as needed.
- Serves as a resource in developing or improving complaint

related processes.

- Works with the University Policy Review Committee to ensure proper reporting of the complaints and their follow-up procedures.

## 2. Human Values and Professional Ethics

A course of one credit on human values "Professional Ethics and Human Values" is offered as Subject / open elective to all the students to take at least once during the programme of study. IN view of Social development activities like working in NGOs, organizing blood donation camps, health check-up camps, hygiene and health workshops, environment awareness camps, river cleanliness drive, workshops on social issues, public health, gender issues etc. All the activities of are monitored by faculty in-charge at each institution/campus.

As an integral part of student engagement in social activities during their programme of study, college also mandates all the students to enroll as NSS/NCC Volunteers. It aims at inculcating values, ethics and socially responsible qualities. Students organize street plays, awareness campaigns, debates etc. Human values activities by students are being conducted since inception.

## 3. Environment studies

A course of 3-4 credits is included in all UG programmes. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits and field excursions were organized for students of all programmes. Environment Day, Earth Day, Water Day is celebrated every year, where students actively participate. Workshops and seminars on various aspects of environment sustainability are organized periodically.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year**

564

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

564

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="#">DHI Sorftware</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

840

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

491

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution has well-planned multi-level strategies that are implemented from time to time to address the issues of diversity in students' learning levels. Initial cues of the students' learning abilities are obtained from their performance in the qualifying examination, entrance examination and the induction program conducted immediately after the admission. Since then, the students are trained by the respective faculty members during their course work, catering to their needs and putting conscious effort to remove their difficulties.

The actual stratification of students into slow, average and advanced learners is based on their performance in the (CIE) internal examinations and a continuous follow-up taken up thereafter till the course completion by the concerted efforts of teaching faculty, course coordinator and Head of the department.

Weak students support strategy: Teachers attempt to enhance the performance of weak students with the following steps:

- Regular counseling and providing moral support to them by mentoring.
- Constant monitoring of their performance in internal assessments.
- Extra classes (remedial classes) arranged for backlog subjects.
- Encouraging them for regular attendance.

Bright student support strategy: Faculty members make efforts for boosting up the performance of bright students by;

- Encouraging them to score good percentile in the examination with the help of assignments.
- Encouraging them to participate in seminars/conferences conducted in different institutes and organization.
- Encouraging them to participate in state and national levels

quiz and debate competitions.

- Students are encouraged to publish papers in various journals, both national and international.
- Encouraging them to guide their weak classmates. Teaching others to make them more perfect.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2478	175

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

The teaching-learning process is one major objective in SJCIT college. Students are given a right blend of traditional and modern methods to make learning student-centric. Experiential learning, participative learning and problem solving methodologies are well adopted to ensure to development of students and facilitate life-long learning and knowledge management.

Participative learning

1. Design/development of solutions: Students attempt to develop solutions for complex engineering problems and design system components/processes that meet the specified needs of real-time cases through group analysis, brainstorming etc.
2. Flipped Classes, blended learning and model making methods are introduced for selected topics to enhance participative learning.
3. Students are encouraged and presently made mandatory to take (Massive Open Online Courses) NPTEL offered by premier institutions of the country. They include online lectures and demonstrations.

4. Project works involving latest technologies and use of advanced soft-wares in their respective department. Final year students under the supervision of project guides, within the constraints of time and resources in each department.

#### Industry interaction and summer training

1. Industrial / field visits, Practical training / internship at Industry are arranged by the Institution
2. Industry projects and collaborations are undertaken to improve students' project and knowledge.
3. Guest lectures on topics relevant to employment skills by personnel from respective organizations / industry.

#### Experiential learning

1. Practical courses (laboratory) are made compulsory in the curriculum.
2. Technical know - how regarding maintenance and repairing activities of various lab equipment.
3. Different learning methods viz. problem-based, case-based, project-based, inquiry based, computation-based, co-operative are implemented.
4. Students are encouraged to take up innovative projects and mini projects.
5. Organization of exhibitions and achievements on regular basis are a source of motivation for students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Effective content delivery by using ICT tools in the class room for better understanding and reinforcement of the concepts and problem-solving is adopted by the entire faculty. ICT tools complement the traditional teaching-learning methods, and the institute is highly interested in providing innovative methods for enriching the learning experience. The institution has the needed resources which include wide availability of computers in

engineering departments and library, high speed internet access and general ICT knowhow among the students and the faculty. Teaching/Learning methodologies include the use of ICT tools for illustrations and special lectures, field study, case-studies, project-based-methods, experimental methods etc.

ICT components are embedded in the course contents of all relevant engineering disciplines which include free / commercial software used for computation / simulation such as the use of MATLAB for solving linear or differential equations and statistical analysis of experimental results in project works. ICT for course delivery includes power point presentation, video conferencing or educational websites.

ICT enabled Teaching-Learning Process is supported with Regular Practical Sessions, access to Digital Library, Online Courses (swayam , NPTEL etc.), online journals, Online tests, Use of LCD projectors for seminars and workshops.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

140

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

175

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

37

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

175

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

Every Department has the following procedure to ensure effective conduction of internal tests. Internal tests are scheduled according to the dates mentioned in the calendar of events. Departmental IA co-coordinator is assigned the responsibility of preparing the test time table, monitoring of the IA process. The HOD and subject expert of the respective subjects reviews the question paper to ensure the quality of the question paper. Course Outcomes mentioned in the syllabus prescribed by the University is discussed among staff and the subject experts and modified by the course coordinator if required. Regular talks are conducted in the college staff meetings to create awareness on Blooms Taxonomy levels. Lesson plan is framed by every subject teacher in accordance with the available number of classes mentioned in the calendar of events for effective portion coverage. This process is monitored by the subject expert or HOD regularly. Quality checks of the internal Question paper are initiated at different levels- Subject expert, HOD and IQAC. Learning levels and COs are mentioned in the test question papers. Question papers are scrutinized to see the coverage of syllabus, break up of marks, complexity level, etc., by the subject expert or HOD. Evaluations rubrics are developed for every course including lab test, project and seminars. The correction of answer scripts is to be completed, corrected blue books shown to students, marks entered in the (DHI s/w) data base and progress reports are sent to parents in the prescribed time limit.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

#### Internal Examination (CIE):

1. The time table for the Internal Assessment is announced in the notice board, shared in class groups one week prior to the commencement of the test.
2. Department provides answer booklets which is almost in the form of VTU booklet for writing the internal assessment and will be stored by the Department for the period of five years.

3. The students write the test in their allotted seats as per their USNs in the test hall, under the supervision of an invigilator.
4. The department conducts three internal assessments as per the institute academic calendar.
5. The prepared question paper and scheme of evaluation are reviewed by PAC (Program Assessment Committee). If they are not meeting the standard, the same will be referred for modification to the respective course coordinator.
6. Approved question papers are submitted to the test coordinator for internal test conduction.
7. Evaluation is carried out by the course coordinator according to scheme of evaluation. The CO-PO attainment calculation will be done after every CIE
8. The CIE marks of students are finalized as per the University guidelines

**Process for monitoring and evaluation of Project work:**

The department has systematic procedure to monitor and review the progress of project work continuously. Project reviews are conducted in two phases as per the schedule displayed in the calendar of events. The phase I project review is conducted in seventh semester and phase II project review is conducted in eight semesters as per University curriculum. During review, all students must present the progress of their project work. The review will be conducted by the project coordinators along with panel members appointed by the Program coordinator. The project work will be evaluated as per the rubrics decided. During the review, students have to present their objectives, literature review, methodology and project outcomes. The project report prepared by the students is as per the specified guidelines of university. Department encourage students to participate and present their completed project in various conferences and project exhibition both inside and outside college.

**Continuous Assessment in laboratory:**

Continuous assessment system is also implemented for assessment of laboratory work. The evaluation is done on the basis of submission of laboratory observations, records, conduction, viva and punctuality of the student. Internal test is conducted at the end of semester and evaluated as per Laboratory Rubrics.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

For each course, outcomes are defined by the course coordinator and these are mapped to program outcomes and program specific outcomes. The program specific outcomes are defined by the department. Generally, Curriculum maintains the balance in the composition of Basic Science, Humanities, Professional Courses and their distribution in Core and Electives with the specified depth and breadth offerings. If some components to attain COs or POs are not included in the curriculum provided by the VTU, then the department makes additional efforts to impart such knowledge by covering concepts through Content beyond Syllabus. The program outcomes are achieved through curriculum that offers a number of mandatory courses as well as elective courses. For every course, outcomes are defined and are mapped to program specific outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

**Process for the CO attainment:** Course Outcome for a course identifies the knowledge and skills gained by the students upon completion of the course. Course attainment is a measure of the course outcomes acquired by the students. The COs is discreetly defined based on the Syllabus of each course.

**Expected Attainment:** The expected attainment level is the threshold of attainment, which the student has to gain after completion of each course. The expected attainment levels for each course are set based on the previous attainment level for that

course or based on class average marks. The students are required to achieve the expected CO attainment level which facilitates the CO attainment of that particular course. If the attainment of the course is not meeting the target level, course coordinators retrospect the reason and recommend for modification of course curriculum or the delivery/assessment method, to improve the CO levels. If the course is introduced for the first time, the target level is set based on the inputs from faculty expertise in that course.

**Course Outcome Attainment:** The process of CO attainment, based on direct and indirect methods is as depicted in Figure below. The CO of every course is mapped with PO as defined by NBA. Question papers of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) are mapped with CO to arrive at individual CO Weightage. CO attainment of each student is calculated based on CIE, SEE, laboratory, assignment and self study performance. The CO attainment of students is averaged to obtain target attainment levels.

The assessment tool for the assessment of Course Outcomes (COs), Program Outcomes (POs) and the Program Specific Outcomes (PSOs) has been designed and developed based on the inputs from the coordinators from different departments, all the heads of the departments and the Principal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### **2.6.3 - Pass percentage of Students during the year**

#### **2.6.3.1 - Total number of final year students who passed the university examination during the year**

555

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://www.sjcit.ac.in/>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

3770918

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

5

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

35

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

77

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

This is to declare that the following photos show the various Extension Activities conducted in the neighborhood community to sensitize the students to social issues for their holistic development by the institution:

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year****3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS**

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

12

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

12

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

7

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

At SJCIT, the procedures and policies for maintaining and utilizing various facilities are well defined and periodically updated based on the feedback received from the various stakeholders. The available facilities for Curricular and Co-curricular Activities include spacious, well furnished classrooms equipped with teaching aids black, White, Ceramic Green board, multimedia projectors, Podium, etc. Technology Enabled Learning Spaces encompass Library, Separate Browsing center for internet access, Departmental libraries, Wi-Fi zones, Bosch-Rexroth center of excellence etc. Seminar Halls in every block with modern amenities such as overhead and LCD projectors. Laboratories catering to the VTU syllabus and beyond are established in every

department. Facilities are provided for various Sports activities, Outdoor and Indoor Games, NCC, NSS, Cultural Activities, Health Centre, Canteens, Temple, etc. Feedback Collection The feedback on class room infrastructure, library, labs, canteen, playground, internet facility is collected in numerous ways at different points of time as detailed below. The anonymous feedback is also received through HELP BOX located at each department block. Based on Students feedback the following facilities were provided during the last year.

- i. Additional Library working hours.
- ii. Additional coaching classes were arranged for first year subjects.
- iii. Extension of Internet Facility, WiFi.
- iv. Improvement in Academic activities.
- v. Changes in Hostel Food Menu.
- vi. Hostel fest
- vii. Certification programs.
- viii. Industry visits
- ix. Better security system CCTV surveillance.
- x. Additional infrastructure facilities expansion of sports ground, Library space.

Suggestions related to addition of Books, Question papers, relevant study materials are given utmost priority and most of the request processing of syllabus books is carried out at the earliest. All requests, suggestions and recommendations from Students, Faculty, HODs, Principal, and Management are considered and necessary resources are added to improve the library service.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The sports committee conducts timely meetings for the purpose of discussing about budget proposal, conduct of Inter collegiate tournaments for each academic year. The order is placed with prior approval of the purchase committee.

The sports related materials are issued to the students by maintaining an issue and return register which reflects the utility and demand of the items along with the students interests. Subsequently it facilitates the proposals to be made for the next academic years. Students who are selected for the college teams of various events are provided with uniform to participate in the same. Equipment related to various physical activities and sports are updated on a regular basis. The sports items in an efficient way is done through regular monitoring using required work. This includes all the sports facilities like Gym, Cricket ground, Badminton court, Table Tennis, Volleyball, Basketball courts etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

54

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

40

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****271.47**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

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

Library Advisory Committee periodically evaluate the activities and needs of the Library say, promoting remote accessibility of online resources, On-line renewal facility, etc. Continuous enhancement of Wi-Fi and LAN facilities for accessing the online teaching material is also taken care. Creation and augmentation of Facilities for the use of ICT in class rooms and laboratories. Infrastructure Creation and Enhancement in terms of classrooms, laboratories, staff strength to cater to the current and projected demands. Each Department is provided with separate well-equipped laboratories managed by qualified technical staff. Mandatory incorporation of safety features such as First Aid Kit, fire extinguishers, safety rubber mats, Dos and Don'ts posters in labs, etc. Academic audit of every faculty for awarding, releasing annual increment, allowing movement from lower to higher AGP, screening for promotion.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-****B. Any 3 of the above**

### ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3390811

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

15046

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Yes, The Institution in year 2019-2020 internet speed is 200 Mbps and 2020-2021 internet speed is updated to 400 Mbps.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sjcit.ac.in/">https://www.sjcit.ac.in/</a>

**4.3.2 - Number of Computers**

824

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

271.47

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

At SJCIT, the procedures and policies for maintaining and utilizing various facilities are well defined and periodically updated based on the feedback received from the various stakeholders. The available facilities for Curricular and Co-curricular Activities include spacious, well furnished classrooms equipped with teaching aids black, White, Ceramic Green board, multimedia projectors, Podium, etc. Technology Enabled Learning Spaces encompass Library, Separate Browsing center for internet access, Departmental libraries, Wi-Fi zones, Bosch-Rexroth center of excellence etc. Seminar Halls in every block with modern amenities such as overhead and LCD projectors. Laboratories catering to the VTU syllabus and beyond are established in every department. Facilities are provided for various Sports activities, Outdoor and Indoor Games, NCC, NSS, Cultural Activities, Health Centre, Canteens, Temple, etc. Feedback Collection The feedback on class room infrastructure, library, labs, canteen, playground, internet facility is collected in numerous ways at different points of time as detailed below. The anonymous feedback is also received through HELP BOX located at each department block. Based on Students feedback the following facilities were provided during the last year.

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iii. Extension of Internet Facility, WiFi.

iv. Improvement in Academic activities.

v. Changes in Hostel Food Menu.

vi. Hostel fest

vii. Certification programs.

viii. Industry visits

ix. Better security system CCTV surveillance.

x. Additional infrastructure facilities expansion of sports ground, Library space.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sjcit.ac.in/">https://www.sjcit.ac.in/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

254

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

Nil

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

256

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

7

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

9

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

SJCIT has an active body of students under one forum Student Excellence and Empowerment Development Centre(SEED), wherein students take part in planning and carrying out various co-curricular and extra-curricular activities of the College. Every class has Class representatives to play roles in promoting peer-peer learning and other related activities for holistic development of students. The students represent their views in subjects, syllabus coverage and other related issues and problems

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

5

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

Yes, SJCIT has registered Alumni Association. Our Alumni participate in various developmental activities of the Institution through their significant contributions. Alumni meet will be conducted every year. Our alumni regularly interact with our students to create corporate awareness, expose students to latest technological trends and prepare them thru competitive training programs assisting the college in getting placement for the students. Webinars on advanced topics will be given by our alumni. Department wise alumni meeting is also held at least once in a year. Alumni members take part in various bodies/committees of the college and contribute to Curriculum revision, Program Outcome revision etc.

File Description	Documents
Paste link for additional information	<a href="https://www.sjcit.ac.in/">https://www.sjcit.ac.in/</a>
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision of the Institute:** Preparing competent Engineering and Management Professionals to Serve the Society

**Mission of the Institute:** 1. Providing students with a sound knowledge in fundamentals of their branch of study

2. Promoting excellence in Teaching, Training, research and consultancy

3. Exposing students to emerging frontiers in various domains enabling continuous learning

4. Developing entrepreneurial acumen to venture into innovative areas

5. Imparting value based professional education with a sense of social responsibility

**Governing Body:** The Governing Council of the college is the main administrative body. It is constituted as per the guidelines framed by All India Council for Technical Education, affiliating University and government of Karnataka. The main objective of the governing council is to offer quality education in the best possible means to ensure that the graduates are employable and socially acceptable. The Governing Council is guided by the spiritual and religious leaders of the Sri Adichunchanagiri Mahasamsthana Mutt. The Council is headed by His Holiness Jagadguru Sri SriSriDr.Nirmalanandanatha Mahaswamiji, President, Sri AdichunchanagiriShikshana Trust® and comprises of eminent personalities in the society, Academicians, and Industry experts.

The Governing Council meets regularly twice in a year. All the activities of the Institute, the performance of students, academic matters, research progress and strategic plans for the overall development will be presented by the Principal / Member Secretary. All the matters will be reviewed and suitable suggestions for improvement will be sought from the Honourable members of the Governing Council. Minutes of the Governing Council meeting will be circulated to all the members after taking approval from Chairman of Governing Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Secretary and Principal who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same. The Institute believes in a transparent and decentralized work culture. The employees are empowered to initiate development actions for the improvement of quality education.

The Institution has identified various committees and is empowered to take appropriate decisions to ensure over all functioning of the institution are smooth. The committee in general consists of faculty members, key Officers from the Government of Karnataka, Industry Representatives, Alumni's and Student Representatives.

**Example: Students Grievance Redressal Cell**

**Committee Members:** 1. Dr.Nagendra Kumar N, ECE, Chairman 2. Dr.Manjunath Kumar H B, HOD, CSE

3. Prof.Deepa M S, HOD, AE

4. Dr.Bharathi M, CSE 5. Prof.Sharada S A,CED

**Roles and Responsibilities:**

1. To develop an organizational framework to resolve Grievances of Students.
2. To provide the Students access to immediate, hassle free recourse to have their Grievances redressed.
3. To enlighten the Students on their duties and

responsibilities.

4. To establish structured interactions with Students to elicit information, academic and administrative process on their expectations.
5. To institute a monitoring mechanism to oversee the functioning of the Grievance Redressal Policy.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner.

1. Extension of available area through expansion to accommodate more classrooms, laboratories, auditorium, staffrooms etc.
2. Improvement of the Teaching-Learning process through greater use of ICT and other innovative means.
3. Application for grants from government and non-government sectors.
4. Introduction of new subjects at the under-graduate level.
5. Achievement of national and international recognition in the form of grants and awards.
6. Partnering with Research Institutes/Organizations.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

**Governing Body:** The Governing Council of the college is the main administrative body. It is constituted as per the guidelines framed by All India Council for Technical Education, affiliating University and government of Karnataka. The main objective of the governing council is to offer quality education in the best possible means to ensure that the graduates are employable and socially acceptable. The Governing Council is guided by the spiritual and religious leaders of the Sri Adichunchanagiri Mahasamsthana Mutt. The Council is headed by His Holiness Jagadguru Sri SriSriDr.Nirmalanandanatha Mahaswamiji, President, Sri AdichunchanagiriShikshana Trust® and comprises of eminent personalities in the society, Academicians, and Industry experts.

The Governing Council meets regularly twice in a year. All the activities of the Institute, the performance of students, academic matters, research progress and strategic plans for the overall development will be presented by the Principal / Member Secretary. All the matters will be reviewed and suitable suggestions for improvement will be sought from the Honourable members of the Governing Council. Minutes of the Governing Council meeting will be circulated to all the members after taking approval from Chairman of Governing Council. Administrative Setup: The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Secretary and Principal who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same. The Institute believes in a transparent and decentralized work culture. The employees are empowered to initiate development actions for the improvement of quality

education.

The Institution has identified various committees and is empowered to take appropriate decisions to ensure over all functioning of the institution are smooth. The committee in general consists of faculty members, key Officers from the Government of Karnataka, Industry Representatives, Alumni's and Student Representatives.

**Service Rules:** Service rules are constituted by Sri AdichunchanagiriShikshana Trust and are documented in Sri AdichunchanagiriShikshana Trust manual. The Service rules are made available for all the employees of the organization. The Services rules are under the guidelines of AICTE, affiliating University and Government of Karnataka. The establishment section maintains Service Book for every staff member. The Institution has Standard Operating Process is defined for all the activities of the Institution. The Recruitment procedure for the appointment of teaching faculty is presented below.

1. Staff requirement details will be collected from the HODs through prescribed format during the academic year and will be placed before the Management for approval to advertise in the newspapers.
2. Advertisement will be given in different newspapers by mentioning Qualifications, Experience, Pay Scales, etc.
3. After receiving the applications / resumes, it will be scrutinized and shortlisted. Shortlisted candidates will be called for interview on the prescribed date.
4. The Selection Committee meeting will be called on the prescribed date and the representative from VTU, AICTE, Governing Council Members with respective HOD and Subject Expert will be invited for the Interview.
5. The Committee prepares the Merit List (Selection List).
6. A letter signed by Principal shall be issued to the selected candidate (In the case of delay in obtaining signature of the President). The President of the Trust shall issue Appointment Order. The candidate will meet the Principal and report to duty within the specified joining date as mentioned in the letter signed by the Principal/President and submit all his / her original documents to the Office. In case, the candidate requests for an extension of joining period, the same shall be examined by

the Principal and suitable decision will be conveyed to the candidate. In case, the chosen candidate does not report within the prescribed time, his / her appointment stands cancelled and a fresh Appointment Order is issued to the waitlisted candidate.

7. The HOD will be informed about the reporting of duty.

8. Name of the staff who has joined will be informed to the Library, Transportation section and hostels.

**Promotional Policies:** Policies regarding promotion are as per AICTE norms. Additional increments are given to the faculty who excel in academics and research.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**Yes, the institution has welfare measures for both teaching and non-teaching staff.**

**Welfare measures for Teaching Staff:**

- Option to join Group Insurance.
- Prompt facilitation of Provident Fund loans.
- Help with facilitation of bank loans
- Loan facility through SJCIT Cooperative Society.
- Facility for staying in hostel for Teaching staff

**Welfare measures for Non-Teaching Staff:**

- Membership of Group Insurance
- Prompt facilitation of Provident Fund loans.
- ESI Facility
- Loan facility through SJCIT Cooperative Society
- Facility for staying in hostel for supporting staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year****6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**793**

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**Institution has well established appraisal system for teaching and non teaching staff.**

**Teaching staff: The Institution has a well defined faculty**

performance appraisal and development system. Each staff member submits annually in detail capturing all his/her activities in a prescribed format to the head of the department. At institution level Academic Audit Committee will evaluate the academic performance of every faculty member.

Implementation and effectiveness Overall performance of every faculty member is evaluated once in a year based on the following parameters. 1. Student feedback 2. Results in the respective subject handled 3. Additional duties performed in that particular semester 4. Participation in Training Programs / Faculty Development programs / Workshops 5. University Examination related work 6. Publication in conferences and journals 7. Consultancy work 8. Involvement in Research work 9. Execution of funded projects

The process of performance evaluation is as follows:

- The Faculty fills the appraisal format and submits with necessary documents to the HOD.
- The institution schedules an Academic Performance Index form review meeting once in a year. An Academic Audit committee comprising of Management Representative, Principal and respective HOD of the program will review the academic performance of every faculty member.
- The purpose of Academic Audit Committee is to evaluate the performance of the faculty and appreciate their achievement and give suggestion for further improvements of quality of teaching, research, administrations and curricular/extracurricular activities.
- Every faculty member will present his/her academic performance to the committee.
- Faculty member displays his/her teaching resources like Notes, Assignments, question bank, course file and personal file. The committee will evaluate the performance of every faculty member and generate evaluation report.
- This evaluation report along with the necessary recommendations/actions is submitted to the establishment section

**Non Teaching Staff:** Every Non teaching staff member submits annual performance report in detail capturing all his/her activities in a prescribed format to the head of the department. evaluation report along with the necessary recommendations/actions is submitted to the establishment section

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution regularly conducts internal financial audit and also external financial audit through external auditing agency. The Audited statements have been uploaded in the institute website: [www.sjcit.ac.in](http://www.sjcit.ac.in).

**Internal Audit:** All expenses are incurred with proper approval or sanction by the Head of the institution or HODs of various departments, which are accounted for. Seed money distributed, registration amount generated, expenses incurred and disbursed in each activity say the international conference, the annual fest, Department fest, open house celebrations, FDPs, workshops, internship activities, purchase of consumables, servicing of equipment, etc. are some of the activities undergoing regular internal audit. Every financial transaction is recorded, scrutinized and audited. The accounts and procedures of internal control of finance are carried out by the Registrar and accounts department on a day to day basis.

**External Audit:** An annual audit is done by the authorized statutory auditor. The audit of accounts and submission of income tax returns are being carried out regularly each year. There are no audit objections since the institution follows a good system of internal controls like calling quotations, comparison of rates, preparation of purchase order, etc. and approvals at every stage of such implementation and due verification of goods and services that are obtained after delivery or completion of works. The procedures are computerized and all payments are through drafts, cheques, RTGS, NEFT, and a high degree of transparency is exhibited.

File Description	Documents
Paste link for additional information	<a href="http://www.sjcit.ac.in/wp-content/uploads/2021/12/audit-sjcit1.pdf">www.sjcit.ac.in/wp-content/uploads/2021/12/audit-sjcit1.pdf</a>
Upload any additional information	No File Uploaded

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

2500000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource mobilisation policy and procedures of the Institution.

##### Strategies Employed for Resource Mobilization:

- The institution seeks to mobilize government and nongovernment grants for the improvement of institutional infrastructure and knowledge resources
- All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders.

##### Mobilization and utilization of Space and Time:

- Space which is at a crunch in the college is utilized fully and imaginatively.
- The rooftop Solar Photo-voltaic grid-connected energy system and the Rainwater Harvesting system use open terraces effectively

- The Computer Laboratory which accommodates multiple related courses, the seminar halls which are also used as lecture theatres, the library which functions as a composite knowledge resource centre.

#### Mobilization of Intellectual and other Abstract Resources:

- The institution mobilizes its human resources, designing and implementing academic and co-curricular activities that challenge the students to the utmost and develop their potential to the fullest.
- It encourages all staff members to reach their personal and professional growth goals by cooperating with their career development imperatives and discipline specific aspirations.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 6.5 - Internal Quality Assurance System

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

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching-learning process through increased use of ICT, expanding the scope of the library, transforming it into a multivalent knowledge portal and signing MoUs with research institutes to re-defining the boundaries of a vitalizing, meaningful and holistic education the IQAC has been a proactive player in the overall benchmarking process.

The IQAC has regularly convened meetings; it has submitted the AQARs to NAAC in a timely manner; it has collected feedback in appropriate forms from different stakeholder categories, analysed the same and used it for qualitative improvement; it has organized Academic and Administrative Audit and has initiated follow-up action as per the suggestions and recommendations of the evaluators.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

After establishing the IQAC in the college, started working towards quality education and inculcating quality culture among the students and staff. The IQAC has also contributed towards institutionalizing the quality assurance strategies and developed various processes as follows:

1. Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MOUs, etc.
2. Implementation of Outcome-based learning education in each program.
3. Introduces the aptitude classes and soft skill classes for students to enhance personality and employability.
4. Participation of college in NIRF, ARIIA, NBA, AISHE, and various other quality audits recognized by the state, national and international agencies.
5. Establishment of Institute Innovation Council (IIC) under MHRD.
6. Establishing Research and Development cell to promote Research and Development activities.
7. Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc.
8. Establishment of various processes to take feedback/surveys from various stakeholders.
9. To implement and enhance the use of ICT tools to strengthen the teaching-learning process.
10. Establishment of the Mentor-mentee process and its effective implementation.

11. To submit the Annual Quality Assurance Report (AQAR) annually to the NAAC.

12. To institutionalize the best efforts to make the campus ragging-free and develop the discipline in the students along with the establishment of grievance redressal cell.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://drive.google.com/file/d/1hyFmVEuHYntcVbW_29mfRYMu8xdLECH1/view?usp=drivesdk">https://drive.google.com/file/d/1hyFmVEuHYntcVbW_29mfRYMu8xdLECH1/view?usp=drivesdk</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**Measures initiated by the institution for the promotion of gender equity**

1.NSS unit is started exclusively to encourage the girl students and the unit is successfully conducting various activities to serve the society. 2.Celebrations of International Women's Day

### 3. Celebrations of Yoga day

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

- Bio waste incinerators provided on every floor of girls hostel for addressing the health and hygiene requirements.
- Recycled water is utilized for maintaining green campus. All the gardens have sprinklers installed.
- Rain water harvesting is done inside the college campus.
- Solid waste management is done through dumping in nearby compost pit.
- Use of solar energy initiatives for lighting the campus. A 1MW solar panel Electrical power generating facility has been commissioned with appropriate control system to synchronize or tie with BESCO grid.
- Sewage Water Treatment plant is installed in the campus.

- Usage of CFL bulbs in class rooms, Seminar Halls, corridors, washrooms, restrooms etc.
- Drain pits are used to sink the water and recharge the ground water table.
- Electrical energy is conserved by using solar energy for water heating in all Hostels
- The UPS Batteries were maintained in good condition which reduces charging of batteries.
- Electrical equipments are periodically checked and monitored to ensure energy conservation.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socioeconomic and other diversities. With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities . The institution organizes two days Youth and Cultural festival.NSS and NCC Units of our college participate in various programmes related to social issues organized by other colleges. Celebration of 75th Independence Day on 15.08.2021 1. Place with Historical Significance Places Identified: Nandi and Muddenahalli Activities Conducted: Swachatha Abhiyan by NCC students of SJCIT

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion. SJCIT

sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years. A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

#### 7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates and organizes national and international days, events and festivals. National festivals play an important role in planting seed. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout. Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal. Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated. The institution encourages students to remember our national leaders and their sacrifices. Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation. Institution celebrates the Kannada Rajyotsava in the month of November. Institution celebrates the women's day in the month of March.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Practice 1: Quality Teaching- Learning:** Committed experienced faculty members dedicate themselves for effective teaching-learning process which resulted in good results and ranks at VTU exams and also in terms of good number of placements.

**Practice 2: Disciplined and Decentralized work culture:** Functional committees comprising of senior professors have been formed to take care of responsibilities in respect of various activities in a disciplined way with participative management and inclusiveness for effective managing of academic and administrative activities of our Institution.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SJCIT is committed to Quality Education, Training and Research. Wherein, Accreditation bodies - NAAC and NBA, have both evaluated the quality processes followed at SJCIT and awarded accreditation. This achievement is made possible due to the priority and thrust given by SJCIT to the implementation of the mentioned TWO best practices. In this context, priority was given to

I. bringing discipline among Faculty in their profession and

foster loyalty to the system,

II. Inculcating among students a sense of discipline and belongingness so long they are in the campus and serves as guidelines in their family and future career.

III. establishing a disciplined work culture and a system in line with the vision of our Institution. IV. Preparing our students in building character and confidence to take up careers in Science, Engineering and Technology and excel in their career.

Evidence of Success is seen in

I. Quality students at the entry level

II. Admissions through CET and COMED-K getting filled every year quite early.

III. Consistent pass percentage - more than 85 %- as well as the number of University Ranks in UG and PG programmes.

IV. Reflected through number of offers and the quality placement and internship.

V. More number of students successfully going for higher studies and research in India and abroad. VI. Teaching ability of our teachers is monotonically increasing and they are delivering with more capability and confidence and which is being reflected by almost no complaints either from students or their parents.

VII. More than 80 percent of our faculty have obtained their appraisal greater than 85 percent. Another priority and thrust given at SJCIT is in the area of creating a - Transparent, Decentralized, Happy and Conducive Environment.

This is achieved by

I. Different committees are formed at college level every year to carryout co-curricular and extra-curricular activities.

II. Academic freedom and flexibility to HODs in developing their departments.

III. Various committees are formed in the department like Time Table committee, Test Coordinating committee, Discipline committee, Sports and Cultural committee, mentoring committee,

Placement coordination and Research Committee, Project work coordinating committee etc., wherein the members of the committee are empowered to take decisions at their level with the concurrence of HODs.

IV. Decentralization and transparent procedures are followed in procurement and maintenance of equipments, tools, softwares required for various departments.

V. Encouragement for research work and submission of proposals for financial assistance this has resulted in the low attrition rate of the faculty, increasing number of Ph. Ds being produced from SJCIT, large number of research proposals being applied and sponsored, students projects being sponsored and winning accolades and prizes at state and national levels.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

#### 7.3.2 - Plan of action for the next academic year

- 95% results with good number of University Ranks & Gold Medals
- More concentration on below Average Students (Slow Learners)
- Paper publications in reputed journals and conferences.
- Improving the placements opportunities in core companies
- Tie-up with more industries for better employability of our students
- Promoting study-abroad and student exchange programme for higher semester students
- Encouraging the students to become entrepreneurs
- To ensure that every faculty member is a doctoral fellow, patenting the innovative research work carried out in the department
- Establishing industry / academic interactions or collaborations with regional / national / international bodies
- Continuing the accreditation status - NBA and NAAC
- Achieve good all India NIRF ranking