



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SWAMI VIVEKANANDA INSTITUTE OF SCIENCE AND TECHNOLOGY
Name of the head of the Institution	Dr. Sonali Sarkar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03324379913
Mobile no.	9433806989
Registered Email	principal.office.svist@gmail.com
Alternate Email	drsonalisarkar30@gmail.com
Address	Dakhin Gobindapur, P.S.- Sonarpur, Kolkata-700145
City/Town	Kolkata
State/UT	West Bengal
Pincode	700145

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		private			
Name of the IQAC co-ordinator/Director		Mr. Amitabha Gupta			
Phone no/Alternate Phone no.		03324379913			
Mobile no.		7003834341			
Registered Email		hr.amitabha@gmail.com			
Alternate Email		hrsvgi26@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://svist.org/aqar-report.html			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://svist.org/academic-calendar.html			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.12	2019	28-Mar-2019	27-Mar-2024
6. Date of Establishment of IQAC			14-Mar-2018		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
IQAC Meeting (Formation & Preliminary Discussion)	10-Mar-2020 1		12		

IQAC Meeting For Quality Improvement	15-Dec-2020 1	10
IQAC Meeting for Review of AQAR 2019-20 Completion	10-Feb-2021 1	12
NIRF Participation	19-Feb-2021 1	1466
AISHE	19-Dec-2020 1	1466
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

? Formation of several clubs/groups (photography, painting, music, magazine, etc.) in accordance with the affiliating university MAKAUT's Mandatory Additional Requirement (MAR) for receiving a B. Tech degree. ? Organizing Faculty Development Programs (FDP) for faculty members. ? Students are encouraged and motivated to enroll in MOOCs through NPTEL and relevant courses to get the Mandatory Additional Requirement (MAR) marks for obtaining a B. Tech degree. ? Unless there are exceptional circumstances, no teacher should be assigned to teach more than two theoretical subjects for a semester to maintain performance and deliver quality teaching. ? Monitoring of students' mentoring and counselling systems more systematically with regards to their attendance, training and placement readiness, etc.

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

Plan of Action	Achivements/Outcomes
6. Enhancement of soft skills training such as English, quantitative aptitude, reasoning aptitude, and functional domain for improvement of placement	6. A total of 342 students (B. Tech + MBA) participated in the process during the academic year 2019-2020, and 278 students received job offers.
5. Faculty members are encouraged to do research work and publish papers in journals, conferences and book chapters.	5. A total of (no) papers were published in journals, a total of (no) papers were published at conferences, and a total of (no) book chapters were published
4. To conduct regular IQAC meetings.	4. Three IQAC meetings were conducted on the following dates: 1. 10.03.2020 2. 15.12.2020 3. 10.02.2021
3. Monitoring of students' mentoring and counseling systems in all the departments of the college.	3. It has already been implemented in all departments successfully, and IQAC is in the process of preserving the records and providing necessary suggestions as needed. During the pandemic, the well-being of students was also taken care of.
2. To organize tentatively two Faculty Development Programs (FDP) for faculty members	2. One Faculty Development Programs on various topics have been conducted from 2nd February, 2020 to 6th February, 2020 titled Recent Trends in Science & Technology. Another FDP which was scheduled to be held on 26th -30th May, 2020 could not be completed due to pandemic situation.
1. Formation of several clubs/groups (photography, painting, music, magazine, etc.) in accordance with the affiliating university MAKAUT's Mandatory Additional Requirement (MAR) for receiving a B. Tech degree.	1. The progress has been considered satisfactory for implementation. Awards and certificates were issued to students through these clubs for submission to the affiliated university, MAKAUT, for receiving a B. Tech degree.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Academic Council	10-Feb-2021

15. Whether NAAC/or any other accredited

No

body(s) visited IQAC or interacted with it to assess the functioning ?	
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	19-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Yes the Institution has its own Management Information System. It covers the following aspects: 1. Student Information System 2. Faculty Information System 3. Staff Information System 4. Financial Information Systems (Fees Payment Status, Expense Report etc) Apart from that Institute is also having its own LMS (Learning Management Systems) For Library a separate information system is also being used.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our Institute is affiliated to MAKAUT and we are governed by the guidelines of MAKAUT for curriculum delivery and evaluation processes. Thus we follow the defined syllabus notified and updated by the university time to time. The initial procedure for delivery of course curriculum is depicted below: • At first program wise curriculum/ syllabus & Academic Calendar is received from the affiliating University. • Study of the syllabus by Departmental HOD for identification of introduction of new subject/ changes if any in the existing one, identifying the requirement of the respective departments. • Based on the academic schedule the Institute's Academic Calendar is formulated. • Allotment of subjects to various faculty members of each department is done by the respective H.O.D consulting with the senior faculty members keeping in view the workload. • The Time Table/ Routine for all departments and all classes are prepared by the members of Routine Committee after mutual discussion. • Subject wise Course File are prepared by individual faculty members . • Distribution of a copy of curriculum/syllabus for the semester. Scheme of evaluation is explained to each student. Notification of class time table to faculty & student through display on notice boards. • Regular lectures/ lab classes are conducted, duly monitored by HOD/ Principal. Conduct of monthly review meeting by HOD with faculty members regarding progress on syllabus coverage, attendance monitoring is done. • Conduction of four class tests/ pre semester tests or internal tests are done after a definite interval. As a part of continuous assessment. Evaluation of answer sheets/ distribution of evaluated answer sheets are displayed. This year due to pandemic, part of the examinations were

through online mode mostly as MCQ's or short answer types. Evaluation was done through filtering of Google forms and marks notified through Google classroom etc. • At the end of each teaching semester, student's feedback is collected and review of Faculty wise student feedback is done by Principal with the H.O.D and information to faculty for improvement is done. • At the end of each semester the university regulated semester examination are conducted by the Exam Cell of the institute for both theory and practical exams in a fair and transparent manner as per the university schedule. The continuous assessment marks, marks allotted for attendance, assignment and the unit / class test are submitted by faculty members to the Exam Cell which are then uploaded in the portal of the university. For practical exams, sessional marks comprising of teacher's assessment of practical, performance, attendance are uploaded in the portal of the university through the Exam Cell. The evaluation for theory paper is done by the university in a centralized manner. The final result is then published by the university which is displayed in their website. • Compilation and analysis of program wise / year wise performance of the students by office of Principal. Analysis and review of 'Results' by Principal & Director and corrective measures decided for implementation in next semester.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	CSE	16/07/2019
BTech	ECE	16/07/2019
BTech	CE	16/07/2019
BTech	ME	16/07/2019
BTech	EEE	16/07/2019
MBA	HR	16/07/2019
MBA	FINANCE	16/07/2019
MBA	SYSTEMS	16/07/2019
MBA	MARKETING	16/07/2019

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

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

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Aptitude for MNC and Corporates	15/07/2019	760
Softskill for interview Readiness	02/08/2019	180
Software skill training for MNC recruitment drives	20/06/2019	450
Autocad 2D 3D	10/09/2019	85
Fundamentals of C	11/11/2019	120
Training on Cubersecurity	20/12/2019	55
Training on Java	12/09/2019	110
Introduction of Machine Learning	13/01/2020	120
Softskill Training	27/08/2019	480
Software skill training for MNC recruitment drives	23/07/2019	120
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Marketing	30
MBA	HRM	25
MBA	Supply Chain Management	5
MBA	Business Analytics	7
MBA	Finance	18
BTech	Advanced Java	25
BTech	PHP & .Net	15
BTech	Machine Learning using Python	18
BTech	Automobile Training	45
BTech	Site Visit	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained

The organization is following a systematic approach to collect and analyze feedback from all stakeholders on the overall development of the organization such as infrastructure, facilities, faculty, teaching-learning process, etc. • All members from the industry, alumni, students and senior faculty provide several inputs for enhancement of quality which are given utmost importance. All valuable inputs from all stakeholders are considered for the necessary corrections and policy formulation of the Institute at the institutional level. • The program-level academic council, which brings together all stakeholders, works effectively in all departments. The Academic Council regularly monitors the progress of the department and proposes the necessary measures to bridge the gap between industry requirements and academics. • Faculties are evaluated through online and offline student feedback to understand their teaching-learning process to achieve excellence in the teaching-learning process. The results of the feedback received are analyzed by the HOD and discussed with the faculty individually. If necessary, suggestions are made to improve teaching. • In addition, a review of exit from the course, a review of the facility, a review of alumni, and employer reviews are conducted each year for the overall development of the department and college. All of these reviews are consolidated and analyzed to check for deficiencies and, if found, are handled appropriately.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTech	CSE+ECE+EEE+M E+CE	390	221	191
MBA	MBA	60	62	37
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	191	37	109	8	117

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
117	110	Nil	25	2	5

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

Mentors are assigned to individual students in all departments who monitor their progress. The faculty or the HOD is informed of any problems related to academic performance and appropriate support is extended to the respective students. Difficulties associated to any continued absenteeism are informed to the respective parents as well. Class room teaching whereby the teacher is typically the essential focus of a lesson and the primary disseminator of information during the class period. The faculty replies to questions while students defer directly to the teacher for supervision and feedback. Each lesson focuses on a lecture-style explanation of content. The flipped classroom method is a learner-centred model in which class time is spent on exploring topics in greater depth and creating meaningful learning experiences. This type of active collaborative learning allows for highly differentiated learning. Each mentor not only look after the academic progress of the mentee but also motivate them for the upliftment which helps them to establish in their life. Mentors also help the mentee to choose the correct way for better future as per their passion related to academics. Each mentor always encourages them either for entrepreneurship or higher studies. Mentor also try to keep an eye on overall physical and mental condition of the mentee during their mentorship which gives a moral support to them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
228	117	1:2

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
116	122	Nil	Nil	18

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Sonali Sarkar	Principal	Internship Day Award- AICTE
2019	Dr. Sourabh Bal	Assistant Professor	Research grant by Department of International Affairs, Freie Universitat, Berlin, Germany
2019	Dr. Sourabh Bal	Assistant Professor	Financial support to attend ICRC-CORDEX conference
2020	Dr. Sourabh Bal	Assistant Professor	Travel grant to attend SPARC General Assembly

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	EVEN	05/07/2020	20/07/2020
BTech	CE	EVEN	05/07/2020	20/07/2020
BTech	ME	EVEN	05/07/2020	20/07/2020
BTech	EEE	EVEN	05/07/2020	20/07/2020
BTech	ECE	EVEN	05/07/2020	20/07/2020
BTech	CSE	EVEN	05/07/2020	20/07/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Institute depends on continuous evaluation method as per the directive of the university. There are four phases of continuous evaluation procedure for theory subjects namely Continuous Assessment-1 (CA-1), Continuous Assessment-2 (CA-2), Continuous Assessment-3 (CA-3) and Continuous Assessment-4 (CA-4). Apart from this, two additional phases of internal assessments are there for practical subjects. Internal assessment is done on 30 marks and end semester examination is held on 70 marks. The institute conducts at least two unit tests per course per semester and performance-based improvement test. The answer scripts are given back to the students after evaluation for their information, providing sufficient transparency and accountability. The internal assessment marks are shown to students along with their answer scripts by the teacher concerned enabling them to have access to the evaluated answer scripts so that the students can take note for further improvement. Sometimes internal assessments are done based on technical paper presentation, seminar. Internal assessment components also includes MCQs, Quiz competition, home assignments. Lab Exercises and Practical are also adopted to assess the students for practical subjects. The college encourages and guides students to participate in national level competitions organized by other Colleges and Universities. The college gives facility to participate in competitive examinations and higher studies. Industrial visits are arranged for the students and students submit the visit report which is also evaluated for term work marks. The participation and performance of students in sports, NSS, and other extracurricular and cultural activities is also given weightage. In this academic year we have adopted some technique so that we can evaluate the performance of the students based on the online evaluation process, like Google Classroom etc.

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

The Academic calendar is prepared every year at the beginning of the odd semester and the even semester keeping in line the academic calendar furnished by the affiliating university MAKAUT and the holiday list of MAKAUT. The Academic calendar reflects the details of the following: class start, orientation sessions, Internal/CA exams, semester theory and practical exams, college sports, tech fest, cultural fest, national observation days, festivals, Govt. holidays and the summer winter recess. The Examination Cell of the Institute is a separate section which deals with the examination process. The following efforts were made in the office of the Examination Cell for smooth conduct of the examination and related processes. Preparing Academic calendar with the schedule of continuous assessment tests and end semester examinations for both theory and laboratory courses based on Academic calendar published by the university. Preparation of Schedules for four department wise class tests

for continuous assessment and publication of result. Disbursal of necessary materials is given to the internal examiners through the examination cell of the college. Preparing: a) The attendance sheet b) Invigilator schedule c) Physical arrangements of seating of the students during the examination d) Publication of results of two unit tests Weightages assigned for the overall development of students: • Behavioral aspects: There is mentorship scheme in every department by year wise. A faculty member as well as mentor always gives the necessary advice for overall development of student's behavior. This always helps to their job placement and their professional life as well. • Independent learning: This is certainly a governing parameter regarding the ability of the student. The course curriculum is designed to develop these parameters. Moreover special emphasis is given by providing interactive session, group discussions, personality development, different types of independent mini project, etc. for the continuous developments of the students .Internal assessment in college is so transparent that every student has an idea about the standard internal evaluation process of the theory practical subjects. Marks obtained in all the CO's are grouped and is considered as 60 of total marks for the Internal Examination. Slow learners are permitted to improvise their marks by the departmental examination if they have scored low. Head of the departments are fully empowered to suggest the re-assessment of the total marks by the approval of departmental committee. All such modifications will be displayed in the department notice boards for student reference. The college always maintains an academic calendar in line with university calendar prior to the commencement of the academic year. The College organizes orientation programs for the fresher students to acclimatize them with the college environment and to make them aware of various activities of an engineering college as per the guidelines of AICTE. The students are guided by the affiliating university to adapt them with the rules and regulations of the collage such as examination system, evaluation process, extra-curricular activities etc. To fill the knowledge gap of the student's bridge courses are offered during orientation period for Physic, Chemistry, Maths, English etc.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://svist.org/NAAC-AQAR-CO-PO-19-20.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	MBA	33	33	100
EEE	BTech	EEE	48	48	100
ME	BTech	ME	101	101	100
CE	BTech	CE	67	66	98.5
ECE	BTech	ECE	88	88	100
CSE	BTech	CSE	64	64	100

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2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Short Term course on CADD	ME	09/08/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	CSE	2	0.91
International	ECE	1	1.69
International	ECE	6	3.08
International	ECE	1	3
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ME	8
ECE	3
PHYSICS	3
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Placement Orientation Camp For Students	Anudip Foundation	1	45
Careers In the Covid 19 Impacted Economy	RBC College Naihati	1	150
Skill Based Education in the era of Covid19	Anudip Foundation	1	350
Employment and Employability	Labour Department, Govt of West Bengal	1	250
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Internship Registration in Internshala	Internship Day Award	AICTE	650
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Cleanliness is next to godliness	IQAC, SVIST	Swachh Bharat	12	93
Go green, plant trees	IQAC, SVIST	Tree Plantation	10	101
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collaborative research	Dr Sourabh Bal, Department of Physics, Swami Vivekananda Institute of Science & Technology with Dr Ingo Kirchner at the Institute for Meteorology, Freie Universitat, Berlin, Germany	Research stay, travel, infrastructural and computational facility provided by the Department of International affairs, Freie Universitat, Berlin, Germany	60
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3.5.2 – Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/industry/research lab with contact details	Duration From	Duration To	Participant
Winter Training	Internship /Project	Logarhythm	16/12/2019	16/01/2020	25
Winter Training	Internship /Project	Ensonic Computech	17/12/2019	10/02/2020	15
Winter Training	Internship /Project	Macaws Infotech	19/12/2019	06/01/2020	12
Winter	Internship	Ardent	24/12/2019	18/02/2020	22

Training	/Project	Computech			
Winter Training	Internship /Project	Globsyn	06/01/2020	11/02/2020	24
Winter Training	Internship /Project	Mukesh Hyundai	16/01/2020	17/02/2020	20
Winter Training	Internship /Project	Bhandari Automobiles	27/01/2020	03/03/2020	22
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Dabur India Ltd	17/12/2019	Internship, Placement, Mentorship, Joint Course Design	110
Techno Electric Engineering Co. Ltd	20/12/2019	Internship, Placement, Mentorship, Joint Course Design	100
Shalimar Group of Companies	15/11/2019	Internship, Placement, Mentorship, Joint Course Design	120
VGM Consulting	21/11/2019	Internship, Placement, Mentorship, Joint Course Design	40
SUSKAN Pvt Ltd	17/10/2019	Internship, Placement, Mentorship, Joint Course Design	80
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
475	380

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing

Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	3.10.12	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38420	21775303	270	82952	38690	21858255
Reference Books	6000	1800000	Nill	Nill	6000	1800000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	360	6	1	1	1	2	6	32	0
Added	33	0	0	0	0	0	0	0	0
Total	393	6	1	1	1	2	6	32	0

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

32 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Centre , Youtube Videos	http://svist.org/online/video-tutorial/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
625	510	450	375

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

The college has employed one fully dedicated Maintenance Supervisor who looks after overall maintenance and installation of existing and new infrastructural as well as support facilities. • The supervisor regularly monitors the maintenance of buildings, classrooms and laboratories. The maintenance supervisor conducts periodic supervision to ensure the efficiency / working condition of the infrastructure and other support facilities. These supervisions and observations are maintained in a documented manner. • Classrooms, staffrooms, seminar halls, laboratories etc are cleaned and maintained regularly by non-teaching staff assigned for each floor. Wash rooms are well maintained. Dustbins are placed in every floor and are cleaned in a day to day basis. • The Green cover of the campus is well maintained by a full time gardener. The playground for the students are regularly maintained and beautified. • Optimum working condition of all properties/ equipment on the campus is ensured through annual maintenance contracts (AMC). The AMC purview includes maintenance of generator, air conditioners, water purifiers. Apart from contract workers, the college has appointed a trained in-house electrician. • The campus maintenance is monitored through CCTV. • Every department maintains a stock register for the available equipments. Proper inspection is done and verification of stock takes place at the end of every year. Periodic reporting on requirements of repairs and maintenance are submitted by the concerned Technical Assistant to the HODs. • Pest control in library is done periodically to keep the books and records in good condition.

<http://www.svist.org>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Bridge courses	10/09/2019	160	1st Year Faculties

Soft skill development	02/08/2019	660	English Faculties (Dept. of Humanities) Ardent Computech
Mentoring	23/07/2019	1400	Department Faculties TAs
Personal Counselling	23/07/2019	180	Principal HOD
Language lab	23/07/2019	260	English Faculties (Dept. of Humanities)
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	GATE	30	260	2	2
2019	English for IELTS	40	15	3	3
2020	Career Guide	41	55	6	6
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	4	B.TECH	CE	IIT Kharagpur, Narula	M.Tech & MBA

				Institute of Technology, Swami Vivekananda University, BIBS	
2019	4	B.TECH	ECE	University of Surrey, Guildford,UK	M.S in Satellite communications and Rocket Engineering
2019	3	B.TECH	ECE	Herritage Institute of Technology	M.Tech (specialization :- Communication)
2019	2	B.TECH	ECE	Tripura University	M.Tech (ECE)
2019	1	B.TECH	ECE	Swami Vivekananda Institute of Management Studies	MBA

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

Items	Number of students selected/ qualifying
GATE	1
Any Other	1

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

Activity	Level	Number of Participants
Teacher's Day Celebration	Institute	455
Raksha-bandhan Celebration	Institute	130
Independence Day Celebration	Institute	155
Republic Day Celebration	Institute	131
Netaji's Birthday Celebration	Institute	110
Viswakarma Puja (18-19th September 2019)	Institute	355
Saraswati Puja (30-31st January 2020)	Institute	210
Cultural Fest(20-21st February 2020)	Institute	1050
Sports (22-23rd	Institute	972

February 2020)

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5.3 – Student Participation and Activities

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

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

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

INTRODUCTION: The College gives opportunity to the students for participating actively in the college and committees. They are supposed to demonstrate academic integrity and honesty. They should act in a civil manner and respect the college ethics, decorum, learning, rules and regulations and be at harmony with the social environment. **TECHNICAL FESTIVAL:** This event plays an important role in adding up to the College curriculum. It is one such event where young brains get to upgrade their technical skill, showcase their innovative ideas. They can perform and compete with others to evaluate their performance. Such inspiring events happen every year in the college where the student develops their technical skill. Moreover, students from 2nd Year, 3rd Year actively participate in their event as core crew members. The tasks they had to do: 1. Select the members as core crew group from 4thyr, 2nd ,3rd yr. students respectively. 2. Marketing team formation for sponsorship. 3. Decide the number of events and kind of events. 4. Design the brochure /leaflets/banners/charts etc. 5. Creating teams for hospitality, transportation, accommodation, food etc. 6. Sending invitation to juniors for the position of volunteers, also sending out invites to the other colleges, faculties, principal, and Director. **CULTURAL FEST:** The cultural fest is an event by which the culture adopted by the college. This program provides the broadest scope to organize different types of events. Some of them include performing arts. **SPORTS COMMITTEE:** **OBJECTIVE:** To provide healthy leisure time for every SVIST students. (The term of the committee will normally be 1 yr.) **ROLE AND RESPONSIBILITY:** Coordination with the students' sports secretary . Coordination with the Principal. The schedule of events for the whole academic year shall be finalized well in advance in consultation with the students' sports committee. Maintaining discipline in all events happening in and outside the college. **TRAINING AND PLACEMENT CELL:** **OBJECTIVE:** Developing the students to meet the industries recruitment process. To motivate students to develop technical knowledge and soft skills in terms of career planning. The T P Cell obtains information and seeks support from alumni in facilitating placement of present students. Alumni meets are organized every year to increase interactions between the past and present students and offer guidance to present students on regular basis. Effective youth Entrepreneurship Education. **ANTI RAGGING COMMITTEE:** The Director or Principal academic constitutes a standing committee to be known as **ANTI RAGGING COMMITTEE** comprising of the following (chairman, convener, members, member secretary). The committee composed as above shall meet at least once in a year to recommend preventive measures that can be adopted by the institute to prohibit, prevent and eliminate the menace of ragging in any form on the campus of the institute. The tenure of the nominated members will be renewed / reviewed annually. The present committee and order supersede the earlier anti ragging committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

422

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

REPORT OF ALUMNI MEET – 2020 Venue: SVIST (Small Seminar Hall)
Dated:04.01.2020 • The Alumni Association of Swami Vivekananda Institute of Science TechnologyALUMNI MEET 2020- a programme to facilitate, consolidate and coordinate Alumni Activities at SVIST on 4th of January 2020. Alumni meet is an opportunity to meet the colleagues and to see the college once again with heartfelt memories. Alumni meet facilitates consolidate and coordinate Alumni Activities at Swami Vivekananda Institute of Science Technology.The Alumni started arriving in college by 10.00 a.m. and they were received by the registration team and they have been asked to fill the registration form. The Alumni Meet started with a welcome address by the PrincipalDr.SonaliSarkar. During the interaction session with the alumni They planned to add different passed out batches. •About updating database of the alumni association. •To take Alumni Feedback. • Alumni also interacted with the students and gave career guidance regarding higher studies and placements. Students asked many questions regarding placements and the alumni shared their views.The meet was ended with a positive note.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Our institution practices decentralization and promotes participative management to become a centre of excellence in technical education and deliver high profile professionals. Board of Trustees: The decentralization process of the institution begins right from the top most level, i.e. Board of Trustees.The body responsible for the governance and welfare of the institution. The Trustee Board not only provides policy oversight, but also serves to protect the financial, physical, and other assets of the college. For the proper implementation of college policies, meetings are held at regular intervals considering Board and Committee processes. The Trustees here in our institution are highly dedicated and lively group of people who share an uncommon loyalty towards the institution. Principal: The academic and administrative head of the institute is designated as Principal, just next to the Board of Trustee. The management gives sufficient freedom to the Principal so that the vision and mission of the institution is fulfilled. The Principal is basically responsible and accountable for effective leadership and overall management. Along with this, the Principal monitors the progress of all academic activities and works towards enhancing the standards of education. Academic Council:The academic council consist of Principal and all HODs of our institution under which all the five individual departments, library and the Training and Placement Cell works. Academic responsibilities are thus fairly distributed among all the staff members of the institution. The Academic Board

basically addresses all the major issues affecting the academic life of the college and its development. It also monitors and upholds the academic standards and regulates teaching. HOD Faculty: The five individual departments have their respective HODs who monitor the working of the departments. The participative decision-making ensures total participation of all the faculty members and the people concerned. HODs engage faculties in long term planning for the future direction of the department. Department can also arrange its own workshops FDPs by collaboration with other organizations. Training and Placement Cell: Training and Placement Cell also has a key role in academics. Training and Placement Cell is to guide students to choose right career and to give knowledge, skill, and aptitude and meet the manpower requirements of the Industry. It also maintaining and regularly updating the database of students. It assists to clarify the students' career interests, and organizes pre-placement training /workshops/ seminars. In a nutshell, it acts as a link between student, alumni, and the employment community. The training placement officer and TPO coordinator work hand in hand to make the department successful. Administration: The administration of the college is responsible for maintenance supervision of the institution and also looks after admissions, hiring, promotions etc parallelly. The maintenance of official records, construction, maintenance of campus building, logistics, Group D and accounts maintenance are also the added responsibilities of this division.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	The establishment has adapted as a technique or strategy of combining endless endeavors of everybody- analysts, instructors and specialized staff to create changes that will lead to better patent outcome, better system performance and better professional development. All these three objectives have been centered with rise to weight age. To improve the quality variety of methods introduced, like- systematic reviews, controlled trails, case reports and hybrid quantitative/ qualitative reports. These diverse strategies have distinctive strength. Through assessments of the explored result which is evaluated by emphasizing a symptomatic process that begins with recognizing obstructions, at the point addresses the foremost critical obstructions with particular mediations, and, at long last, assesses the impacts of the distinctive mediations through thorough assessment plans.
Human Resource Management	The Library is enriched with quality texts as well as reference books. From the beginning till the end of a

semester, students can borrow one text book on each subject and can also avail the facility of using well spacious room for reading books and journals. Not only the students but also the faculty members can have the access for borrowing books.

Human Resource Management

This is effective according to the Service Rules of the Institute. The selection process of Faculty Members and staff are completely based on the guidelines of affiliating University. The Faculty Members are encouraged to participate in several Faculty Development Programmes for the development of their intellectual benefit and to enhance their standard of teaching. The intention is to emphasize on the nature of quality in teaching and learning. Purposefully making clear that which is intended to be taught, how and why. The members of the Faculty enrolled for the Ph. D programme are given special benefit as per the rules and regulations provided by the Institute, so that they may pursue their research in the reputed educational institutions in which they are registered for the particular course.

Industry Interaction / Collaboration

Academic programmes are supplemented with industry requirements through regular interactive workshops, seminars and various short term courses with active involvement of participants from academic and industrial sector.

Admission of Students

The Government order issued by the Department of Higher Education, Govt. of West Bengal guides the admission of students and the whole matter. The seat distribution will be- 80 seats for WBJEE candidates, 10 seats for JEE Mains and the rest under Management Quota for candidates qualified through WBJEE/JEE Mains Examination. Lateral Entry of Diploma and B.Sc. students admitted through JELET conducted by WBJEE Board in the second year with an additional intake of 10 of the approved intake.

Teaching and Learning

To improve students' attendance and their capability to access the modules and to get better understanding of the curriculum, the approach, the standard and quality of teaching has been arranged. To establish these

upgradations, the Institute has start of mentor system comprising of teachers in charge and senior students who keep continuous communication with fresher. For further development of teaching and learning, the Institute maneuver :-

- Reanalyzing the existing teaching and learning strategy, with a remarkable focus on creating maverick and self-sufficient learners.
- Amalgamate all skills strategies to sustain the development of skills across the curriculum.
- Introducing home assignment and class room quiz.
- Rethinking, checking and feedback hones.
- Utilizing best conceivable teachers for working towards consistently outstanding teaching by sharing best practice.
- Presenting assessment of instructors' execution capacity through learners input at the conclusion of the semester.

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

E-governance area	Details
Planning and Development	ERP system for managing and tracking administration and maintenance activities.
Administration	Employees HR related information is being managed through an MIS software.
Finance and Accounts	Accounting functions of the Institute are being managed through a accounts related software.
Student Admission and Support	The Institute has a system to record student's information in the students database at the time of admission in UG PG courses and various data analysis are being conducted based on the same.
Examination	During pandemic online examination was conducted by university and assessment was done on a continuous basis

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Suman Das	The Institute of Indian Foundrymen membership subscription	The Institute of Indian Foundrymen	2360

2019	Dr. Somnath Das	The Institute of Indian Foundrymen membership subscription	The Institute of Indian Foundrymen	2360
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Recent Trends in Science Technology	Recent Trends in Science Technology	02/02/2020	06/02/2020	61	17
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program for Student Induction (FDP-SI)	2	18/07/2019	20/07/2020	3
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
122	122	58	58

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, Gratuity, Leave (CL, EL, ML, Maternity Leave), On Duty Leave, Canteen, Library, Sports Gymnasium facility, , 50 grant for Research Publication for renowned papers, Grant for membership in Professional bodies, paid leave and relaxation for	PF, ESI, Gratuity, Leave (CL, EL, ML, Maternity Leave), On Duty Leave, Canteen, Library, Sports Gymnasium facility, Full free ship or tuition fee waiver for study of wards in institute or group colleges	Various types of Scholarships, Library, Sports, Games, Yoga, Cultural Activities, Gymnasium, Canteen

higher studies

6.4 – Financial Management and Resource Mobilization

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

The institute conducts regular financial audits. The institute has a formal mechanism for internal and external audits. The accounts are regularly audited to ensure financial compliance. Internal Audit: The internal audit is a continuous process. The finance committee and the Qualified Auditors from external resources have been appointed and a team of staff under them do a methodical verification on quarterly basis. The team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book. External Audit: The external auditor/agency appointed by the college performs audit of the financial statements of the college.. The financial records are certified i.e., income and expenditures, balance sheet and prepared notes to accounts are certified. The Institution publishes audited financial statements on the institutions website as information for the concerned people.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Inter Departmental
Administrative	Yes	Sethia Sethia Partnership Fund	Yes	Intra Departmental

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

Annual meet between parents and the administration along with Members of Faculties is being held at the beginning of each Academic Session, which helps to understand the problems faced by the students that hinder them in studying. Departments hold quarterly meetings with Parents, to provide them feedback about the progress and shortfalls of their wards Mutual interaction taking place is then translated to effective measure for the academic and administrative developments by support of parents for organizing training of students in different Govt. Non Govt. organization. Some guardians are well placed and connected in different organization who arranges campus recruitment drives for recruiting students of our college.

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

- Training for personality development for all support staffs.
- Soft skills development training for all staff members.
- All staff members are encouraged to take part in seminars/ workshop/FDPs to keep in touch with latest

theories/concepts on their practice areas. • All staff members are motivated to participate in sports, cultural activities organized by the institute. • Training for improving administrative and academic assignments.

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

Started preparing AQAR for 2021, Initial preparation for NBA, Participation in Internshala, Coursera Partnership, MOOC's (IIT Bombay Spoken Tutorial), MOOCs (NPTEL)

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Introduction of Machine Learning	10/03/2020	13/01/2020	08/03/2020	120
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness program on Social Media Women Harassment and Legal Safeguard (by Mr. Tirthankar Mukherjee)	22/12/2020	22/12/2020	27	54

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

Percentage of power requirement of the University met by the renewable energy sources

Swami Vivekananda Institute of Science Technology has taken the initiative of installing a 55 KWH, individual, rooftop solar power plant for producing electricity which is environment friendly and pollution free. We wish to utilize 20 percent of the total power consumption in the form of solar energy. The campus is lush green, and plastic free inter connected by trees, roads and water bodies with aesthetically beautiful and serene surroundings. We have initiated conservation of energy by replacing bulbs, tubes, LCD's by more and more LED's and Solar Street Lights and we planned to replace with LED and Solar Light about 50 in near future.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	1500
Ramp/Rails	Yes	500
Physical facilities	Yes	1000
Rest Rooms	Yes	20

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
HAND BOOK OF CODE OF CONDUCT	14/08/2018	The code of conduct of students is maintained through constant monitoring by mentors the attendance in online and offline mode are checked regularly such that the students attend classes properly. In online mode it was taken care of that outsiders do not enter in the meeting link and disturb classes.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Webinar on Utility of Software Development by TCS	06/06/2020	06/06/2020	197
AICTE Mandatory Induction Program	06/08/2019	24/08/2019	150
Yoga Session	06/09/2019	07/09/2019	95
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

i. Plastic free campus: Plastic use on campus is reduced by raising awareness among staff and students through orientation and display boards. ii. Paperless office: The institute authorities have taken initiatives to make the official work paperless. Communication between the principal and HOD, HODs and faculty is done through WhatsApp groups and emails. The placement information is shared with final year and pre-final year students through emails and WhatsApp groups.

iii. Energy Conservation: Most of the compact fluorescent lamps (CFLs) have been changed to energy-efficient Light Emitting Diode (LED) bulbs and tube sets in the campuses. The faculty members, administrative staff, and students are sensitized to using electricity judiciously. Provisions for master switches in all the classrooms to enable them to switch off all fans, lights, and AC at the end of class work have been made in the college.

iv. Green landscaping with trees and plants: The landscaping of the college is worth seeing and reflects aesthetic sense. The institute has plenty of trees and plants to make the environment safe for the health of the inmates and provide shade and a beautiful ambience. The campus beautification committee looks after the green landscaping.

v. Rain Water Harvesting: At campus Rain Water Harvesting done.

vi. Alternate Energy initiatives: Institute has Installed roof top solar power plant (value kW)

vii. Chemical hazardous wastes (both liquid and solid) generated in chemistry laboratory are properly disposed of using the necessary precautions.

viii. Institute took initiative to recycle old newspapers, files and used papers, etc.

ix. E-waste management system is in place which properly disposes the e-waste generated in college

x. Initiation ceremony Energy Awareness workshop on "Save one unit/Day"

xi. Awareness program on Global Warming for the young minds.

xii. Programs related to Swachh Bharat Abhiyan are organized in the campus.

xiii. Tree Plantation at college campus

xiv. It is strictly forbidden to burn fallen leaves. Instead, organic matter (plant leaves, for example) is recycled in decomposition pits and eventually used as manure.

xv. Garbage is collected on a regular basis from the office, canteen, and various portions of campus and disposed of in designated areas.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 1:

a) Title and objective of the practice: Research and Development: Faculty members are being encouraged by the Institute to constantly upgrade their existing skill-set and qualification for the betterment of individual as well as for student's benefits in the long run.

b) Context: Research and Development: The infrastructure of the institution can be upgraded significantly, funding and providing financial assistance to different projects that will enhance the capabilities for pursuing research work.

c) Practice: Research and Development: Research programs are wholeheartedly accepted and the institution contributes significantly towards supporting the programs by the following measures:

i) One day weekly paid leave for faculties pursuing Ph.D.

ii) paid leaves are granted during faculty exchange programs.

iii) 50 percent of the fees are shared by the institute for registering and attending National/International seminars and work-shops, and for membership renewal of different societies.

iv) Publication fees (half) for Journals/ Research articles are bearded by the institution for students.

d) Evidence: This practice can be reinforced by citing evidences namely Faculty members: Number of books and chapters in edited volumes / books published, and papers in national/international conference proceedings per teacher during the last five years.

e) Problems encountered and resource required: Further up gradation of the institutional infrastructure would help in promoting more scopes towards research and development project works. Various government and non-government funding towards exchange programs, projects, attending conference and seminars would facilitate and encourage the promotion of research work. Encouraging faculty members to apply for projects in various Government Organisation like DST, MoES and engaging students in those project activities.

BEST PRACTICES 2:

a) Title and objective of the practice: Continuous placement assistance: This Institution not only provides placement support to the present batch, but also keeps in touch and guides the previous passout batches to create better job opportunities.

b) Context: Continuous placement assistance: Institution believes in the continuous upgradation of skills for the students who are

lacking particular skill set to meet the demands of the existing technical scenario in various sectors. c) Practice: Continuous placement assistance: Constant communication is kept with the previous students who are not yet placed. They are invited to participate in various skill upgradation programs arranged by the institution. They are also encouraged to visit the lab facilities to upgrade their technical skill set. Students from previous batches are always informed and guided regarding the vacancies and openings for on campus as well as off campus drive. d) Evidence: Trainings on the followings have been arranged for the students: Big Data Analytics I.O.T (Internet of things) Machine Learning Automobile Maintenance Embedded System Robotics e) Problems encountered and resource required: i) Most common problem faced by the institution is when the students change their personal details (i.e contact number, e-mail id). Sometimes students fail to inform the department or the college authority regarding these changes as a result it becomes very hard for the organization to keep a track of such things. ii) Students who are placed but are not satisfied with the current scenario fail to admit their situations and lack the courage to admit that they require upgradation. iii) Focus should be on improved communication (such as using social platforms, creating groups on social media to share information) from college's end. Faculties should also try to reach out to the students at personal level to motivate them to participate in the initiatives undertaken by the institute.

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

<http://svist.org/Institution-Best-Practices-AQAR-2019-2020.html>

7.3 – Institutional Distinctiveness

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

VISION: SVIST wishes to emerge as a Centre of Academic Excellence in creating and disseminating knowledge and providing students a unique learning experience in Science, Technology Engineering in the light of Swamiji's vision. We aim to provide students an environment for total personality development, nurture them for a successful career as well as to build them into a complete sensitive human being suitable to contribute to the betterment of the society. The institute provides students opportunities for learning the subjects, to earn the desired degree and also help them to gain knowledge and skills in subjects beyond the course curriculum to make the students ready for the present global job market and mould them to skilled professionals. The institute promotes research and development for the faculty and students. Some projects are identified and the college sponsors them to encourage their zeal towards research and entrepreneurship skill. Often the students come up with innovative ideas for startup which are funded by the Management. The student's publication in Journals is also funded by the Institute Management to boost their moral. For upgrading faculty skills the institution encourages them for M.Tech, PhD, research, seminars, conferences and paid leaves and funds are provided. Publication of articles and papers and membership of professional bodies are funded by the Institute Management. This has resulted in good number of publications to direct the institute to achieve its goal to become a centre of excellence. The college also creates an enabling environment to foster research culture. The college makes information related to research and innovation available by circulating related notices. This institution was established to cater to the finest need of the hour with the vision to actualize the dreams of Swami Vivekananda to educate empower the youths to contribute in nation-building. To impart education to the youth and to produce graduates with good attributes towards society to fit into the current job scenario is our motto. Our aim is to train the students to become quality executive with high

standards of professionalism and morality and all round development. The institution organizes different activities to enhance the students' personality. Students are trained and groomed to enhance their Employability skills by imparting technical training, Soft skill, GD Aptitude classes etc. to make the student industry ready to face the current job market successfully. To upgrade their knowledge and enlighten them on the present trends of the technological advancements regular lectures by eminent professors and industrialists, seminars, workshops, quiz-contests are conducted. Students who wish to pursue higher studies are given free GATE, MAT and competitive examination classes. Majority of students have emerged as professionals of high level and they are pursuing successful career in various MNCs and corporate houses. Many of our students have qualified in competitive exams and are working in Govt. organizations. Many of the students have qualified GATE MAT examination and pursue higher studies like M.Tech, Ph.D, MBA in premier institutes. Some students have become entrepreneurs and established their own companies.

Provide the weblink of the institution

<http://svist.org/Institution-Distinctiveness-%20AOAR-2019-2020.html>

8.Future Plans of Actions for Next Academic Year

This establishment has been initiating various endeavors to assure and improve the standard and quality of different aspects of academics, co-curricular and extra-curricular activities, faculty-development. The institute is focusing more on the social exposure of the students as well as the faculties by conducting extensive activities. The Vision, mission and core values of our institution to implement the following initiatives:

- Applying for NBA accreditation for UG programs in near future and to take the necessary steps to match the required criteria.
- Our institute will be trying to develop Industry-academia relationship and will be focusing on providing more and more Industrial exposure to our students.
- Our institute will be trying to arrange Paid Internship through INTERNSHALA in near future. The institute will be pushing to sign more industry MOUs with organizations to provide students with Industry Exposure during the curriculum.
- Our institute is thriving to establish PG courses within our campus with the necessary infrastructural development to provide our students opportunity of Higher education.
- Our institution will be focusing more on arranging workshops, seminars, webinars, live-project and trainings to further develop the skills of our pupils through our T and P cell.
- Our institution will be promoting and encouraging more entrepreneurial and innovative activities through Entrepreneurship Development Cell (EDC) to generate more employability among students.
- Our institute will be focusing on developing Green Campus by taking the following measures: promoting E-Vehicles (within and around the campus locality) , usage of cycles among the students, creating awareness among the students and faculties to create a plastic-free campus and surroundings.
- Our institute will be focusing more on environmental sustainability and maintaining the balance between flora and fauna within the campus by promoting awareness among the students to plant more and more trees.
- Within the institute a small scale rainwater harvesting system is present to meet the water requirements for gardening and cleaning purpose. A water body (pond) is also located within the campus to store the rainwater for future use.
- Our institution will be focusing more on giving encouragement to Faculties and Students to pursue research works and on publication of journals and articles.
- The institution will be focusing on the development of the existing infrastructure to create barrier-free campus and facilitating the lift within the campus building.
- The institution is thriving towards forming of Institute Innovation Cell (IIC) to conduct various entrepreneurial activities through it to make the students aware of future and the possibilities of the aforesaid.
- The institution will be focusing more on developing the infrastructure of sports activities within the campus.
- Our

institution has been developing various sub-groups to provide counseling and coaching for aspirants appearing for national and international competitive examinations like IAS, IPS, IFS, GRE, TOEFEL, GATE, MAT, CAT etc. • The institution will be more focusing on spreading the awareness about energy-conservation and renewable energy usage with-in the campus by replacing bulbs and tubes with LEDS. We are planning to install rooftop