



YEARLY STATUS REPORT - 2022-2023

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 Ghosh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03324379913
• Mobile no	9433806989
• Registered e-mail	principal.office.svist@gmail.com
• Alternate e-mail	drsonalisarkar30@gmail.com
• Address	Dakhin Gobindapur, P.S.- Sonarpur, Kolkata-700145
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700145
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Maulana Abul Kalam Azad University of Technology, West Bengal				
• Name of the IQAC Coordinator	Dr. Anindya Sundar Das				
• Phone No.	03324379913				
• Alternate phone No.	7980752483				
• Mobile	9831439857				
• IQAC e-mail address	anindyasundardas03@gmail.com				
• Alternate Email address	drasd03@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://svist.org/naac/naac-aqar-2021-2022/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://svist.org/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.12	2019	28/03/2019	27/03/2024
6.Date of Establishment of IQAC			14/03/2018		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
? Effective planning and execution of Add-on Courses and Skill development programs for students to make them industry ready.		
? An outreach program Science-Tech 2023, was organized for neighbourhood schools.		
? International conferences and FDPs were organized for the betterment of faculty members.		
? Participation in NIRF-2023 ranking.		
? Induction classes are organized at the beginning of the session about the rules & regulations of the college, the mission and vision of the institute and departments, and student support services and code of conduct.		
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		

Plan of Action	Achievements/Outcomes
Faculty members are encouraged to create video lectures and upload them on YouTube.	A total of 750 video lectures have been uploaded on YouTube
To conduct regular IQAC meetings.	3 nos. of IQAC meetings were conducted on the following dates: 1) 15-09-2022, 2) 16-12-2022, 3) 24-05-2023
The idea of running an outreach program Science-Tech-2023 for neighbourhood schools was put forth	Seven schools participated in this program, presented models, and participated in the quiz and extempore competitions.
Proposal to organize Techfest (Innovention-2k23) and cultural fest (Enthuza-2k23)	Techfest (Innovention-2k23) and cultural fest (Enthuza-2k23) were organized successfully.
Organizing an international conference	An international conference was conducted on Industry 5.0: Revolution, Innovation and Efficiency (ICIRIE-2023) at the Mechanical Engineering Department, Swami Vivekananda Institute of Science & Technology, Kolkata, W.B., India on 4th & 5th March 2023.
FDPs were organized for the betterment of faculty members.	Two FDPs were organized for the betterment of faculty members. (FDP-1: 24th March to 29th March 2023) and (FDP-2: 11th April to 13th April 2023)
Upgradation of existing computers in laboratories with high configuration and necessary software.	Total of 100 no intel i5 systems were installed in the CSE & ECE department. A licensed version of MATLAB software was installed.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Academic Council	27/07/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023	18/01/2023

15. Multidisciplinary / interdisciplinary

Swami Vivekananda Institute of Science & Technology (SVIST) have always strived for a multidisciplinary approach in its academic and co-curricular activities. Students are motivated to undergo industrial projects in the Multidisciplinary/ Interdisciplinary mode by formulating teams from different programmes. Teams composed of students from different academic disciplines are also encouraged to compete in other technical competitions like TechFest and Hackathon. As part of a strong club activity at the institute, students from all disciplines collaborate to arrange various learning events. As a result, when writing computer programming code, students from civil engineering or mechanical engineering work along with those from electronics and communication engineering, computer science and engineering, etc.

16. Academic bank of credits (ABC):

The institute has started looking into this aspect. Although it has not been formally adopted, the institute is governed by the policies of the university because it is affiliated with the Maulana Abul Kalam Azad University of Technology (MAKAUT), West Bengal, and there are some concerns with that. The university's adoption of ABC has been something the institute has been waiting for. The institute supports the ABC in theory.

17. Skill development:

A skill is a developed talent or competency in a certain ability that may be applied in a range of situations. Hard skills and soft skills are the two main categories of skills. Hard skills are quantifiable, as demonstrated by grades and percentages. Soft skills are often referred to as human skills. Soft skills are character attributes, including accountability, self-worth, sociability, self-management, and integrity/honesty. Our students have gone through different add-on courses and internship programmes prevalent in the institute and act as catalysts for hard skill development. To strengthen our students' communication or soft skills following the

corporate needs. The following activities are taken into action: All students are required to take regular communication skills classes starting the day they arrive on campus. All levels of communication classes with various exercises engage and inspire students to build their vocabulary from the first year onwards so they can speak and write English correctly. For final-year students, the institute regularly offers training for group discussion, personality development programmes and interview preparation. A few strategies that can aid students in succeeding include case studies, brainstorming, decision-making, problem-solving, successful presentations, flexible writing, cooperation, communication, and a sense of personal and societal responsibility, and our students learn all these through rigorous training programs.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institute is extraordinarily fortunate to have roots in Indian culture and heritage. Many students travel to the institute from neighbouring states like Bihar, Jharkhand, etc. Students frequently ask to explain things in their mother tongues during English-language lessons in the classroom. Teachers assist pupils who have trouble understanding in class because of the use of English by explaining concepts in Hindi and Bengali outside of the classroom. The institute arranges a variety of orientation activities for each student and encourages them to participate in a range of scientific and cultural programmes. In addition to producing engineers, the institute also seeks to produce decent Indian citizens, and it claims to have begun this process at the dawn of the twenty-first century, probably before the concept of NEP had even been created.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Swami Vivekananda Institute of Science & Technology (SVIST) implemented OBE for all UG and PG programmes at the same time that it received NAAC accreditation in 2019. We disseminate Program Outcomes (PO), Program Specific Outcomes (PSO), Program Educational Outcomes (PEO) and Course Outcomes (CO) on our institutional website and also in the prominent places of all UG and PG departments. Faculty members evaluate student achievement following the OBE attainment Process. Each course outcome's level of achievement is often classified into two categories: i. Direct Assessment method, and ii. Indirect assessment method. Internal and external assessments act as benchmarks for direct assessment. Each course's internal assessment is based on the student's knowledge, abilities, and academic achievement, as shown through tests for ongoing internal evaluation, seminars, classroom activities, laboratory

assignments, semester exams, etc. This approach provides compelling proof of student learning. A course-end survey is used to measure indirect assessment. The following steps are taken to establish course attainment benchmark values: i. We examined the prior years' course-by-course university grades. ii. The course coordinator determines the level of attainment and course competence. iii. The PAC Meeting determines the appropriate course target level for the entire programme. Giving 80% of the weight for direct assessment and 20% of the weight for indirect assessment is how PO/PSO assessments are conducted. The basis for direct evaluation is CO attainment, with a percentage of that attainment coming from internal and university examinations. Indirect assessment is done through the programme exit survey. Swami Vivekananda Institute of Science & Technology (SVIST) follows the Experiential Learning Model (ELM) of David Kolb. A learner needs four skills to learn from an experience, i.e., the capacity to reflect on the experience, the ability to conceptualize the experience analytically, and the ability to make decisions and solve problems. The teaching- learning approach at SVIST not only emphasises experiential learning but also on helping students build those above-mentioned four skills. Practicals, internships, field projects, industry visits, and other experiential learning activities are among the practices used by the institute. At SVIST, the teaching-learning process is primarily "with" the students rather than "for" the students. Teachers and students work together as a team, and the team as a whole owns the outcomes rather than one individual.

20.Distance education/online education:

The use of ICT-enabled equipment in the teaching-learning process has been encouraged by Swami Vivekananda Institute of Science & Technology (SVIST), as also recommended in NEP. As a result, most of the classrooms are ICT enabled with overhead projectors and Wi-Fi connectivity. While conducting a class, faculty members switch between projections and chalk-and-talk, as and when necessary, as most of the classrooms are enabled with dual facilities. Online education plays a crucial role in our student's life due to pandemic situations. All faculty members use Google Meet and Google Classroom as LMS, and flipped classroom model is implemented. Students are reacting extremely well to the many educational materials that faculty members regularly post on the relevant Google Classroom, including articles, pre-recorded videos, YouTube links, assignments, etc. Online laboratory classes are frequently conducted using a variety of open-source simulation programmes. The Institute has adopted a Choice Based Credit System (CBCS) in all the UG programs

and encourages students to enrol in courses from MOOCs platforms as recommended by the AICTE. Thus, this new educational strategy encourages the use of blended learning. The learners get more self-assurance from online education and become more situationally savvy, enabling them to balance both the online and teaching-learning environments.

Extended Profile

1.Programme

1.1	6
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1409
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	85
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	436
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	97
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Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	89	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	31	
Total number of Classrooms and Seminar halls		
4.2	674.31	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	380	
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		
<p>Our Institute is affiliated with Maulana Abul Kalam Azad University of Technology (MAKAUT), West Bengal and we are governed by the guidelines of MAKAUT for curriculum delivery and evaluation processes. The initial procedure for delivery of the course curriculum is depicted below:</p> <ul style="list-style-type: none"> • At first, the program-wise curriculum/syllabus and academic Calendar are received from the affiliating University and the Institute's Academic Calendar is formulated. • The members of the Routine Committee prepare the Time Table/Routine for all departments and all classes. • Individual faculty members prepare subject-wise Course Files. • Regular lectures/lab classes are conducted and duly monitored 		

by the H.O.D/Principal.

- Conduction of four continuous assessment test as per MAKAUT schedule are conducted for which class tests, quizzes, and assignments are conducted. At the end of each teaching semester, student feedback is collected, and the Principal does a review of Faculty-student feedback with the H.O.D.
- At the end of each semester, the university conducts semester examinations through the Exam Cell and centralized evaluation is done. The continuous assessment marks are then uploaded to the portal of the university. The final result is then published by the university and displayed on the university website.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Based on the Academic Calendar published by the affiliating university MAKAUT, the institute's Academic calendar is designed and disseminated at the beginning of the odd & even semester. All the activities of the institute, such as Celebration of National Days, Festivals, Continuous Assessments, Sports, Tech Fest, Cultural Fest, Semester Examinations (Both theory & practical) and holidays, are mentioned in the Academic Calendar. There are four phases of the continuous evaluation procedure for theory subjects, namely CA-1, CA-2, CA-3 and CA-4. Apart from this, two additional phases of internal assessments are there for practical subjects. The final semester test is held on seventy (70) marks and is administered by the affiliated institution. Internal evaluation or continuous assessment is done on twenty-five (25) marks, and attendance is given five (5) marks. Students are given their answer scripts for clarification after review. Evaluation of the students is also made feasible by practicals and lab exercises. The institute gives facilities to participate in competitive examinations and higher studies like GATE and CAT & arranges special training for soft skills, aptitude, and computer programming skills. Industrial visits are arranged to gain practical knowledge. The participation and performance of students in sports, extracurricular activities and community service are also given weightage as MAR points.

File Description	Documents
Upload relevant supporting document	View File
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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

05

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)	View File

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)

18

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

552

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum****The courses that address the Gender Issue:**

We know the fact that every individual is born free and entitled to equal rights and opportunities. The course related to gender issues provides a clear understanding of the gender gap in the workplace and the need to raise awareness that men and women are not only biologically different from one another but also that both genders should be given equal representation in all areas of society. In this regard, different subjects like the constitution of India, universal human values, professional practices, laws and ethics are already included in the curriculum.

The courses based on Human Values and Professional Ethics:

Human values aim to make the learners understand the importance of the universality of various human values, which ensures that society

is a happy and harmonious place to live in. Contradictory to human values and morals comes professional ethics with a set of ethical standards that helps students transform themselves into professionals. Universal human values, professional practices, laws and ethics, and values and ethics in the profession are some of the subjects in the curriculum.

Courses based on Environment and Sustainability:

Courses like environmental sciences, renewable and non-conventional energy, air and noise pollution and control, energy science and engineering are the subjects taught to provide awareness about environmental issues from the perspective of social sciences, engineering and technology, education and law. It is expected that after going through the course, learners will have a comprehensive idea about the areas of issue.

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.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

05

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships**392**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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

B. Any 3 of the above

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

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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 students admitted during the year**

491

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

107

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

As the needs and abilities of students are different, various teaching strategies are adopted to enhance their abilities and interest towards learning. Different teaching methods will engage and motivate students in their classes. Teachers thus consider the variety of students and take suitable action to support various students, such as slow and advanced.

After admission the institution organizes a three-week induction program for the freshers. For first-year students, slow or advanced learners are recognised based on the 12th-grade results. For 2nd, 3rd and 4th year students, they are identified based on their performance in continuous assessments and class attendance.

1. Strategies adopted to facilitate weak students:

- For 1st year students some bridge courses are arranged for slow learners
- Evening Online Remedial classes are organized to clarify doubts.
- Provide audio and video study material

- Youtube Channel of SVIST - Mission Career has been launched and more than 500 educational videos have been uploaded for knowledge & revision purpose
- Provide assistance to students through mentoring.
- University question-and-answer and assignment paper solving

2. Strategies adopted to facilitate advanced students:

Provision for supplementary reference books, journals and internet facilities are provided. Interested students perform additional experiments after completion of regular lab classes. They are encouraged to participate in Symposia, Workshops and Seminars to acquire advanced knowledge.

- They are encouraged to carry out mini-projects.
- Interaction with Resource persons from industries and academia.
- Beyond curriculum syllabus.
- They are motivated to enrol for NPTEL and SWAYAM courses

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1409	97

File Description	Documents
Any additional information	View File

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 made learner-centric by adopting outcome-based education processes and evaluation methods. Innovative teaching practices include Experiential learning methods, Participative learning and Problem-solving methodologies.

Experiential learning methods: For high-quality education, a theoretical understanding combined with practical application is required. To further advance learners' knowledge and improve competency in skills and behaviours, experimental learning is one method that focuses on workshops, laboratories, and projects, as well as virtual laboratories applying knowledge and skills to real-life scenarios. Project-based learning has been adopted as a self-study component since the beginning to help students become more capable of making positive contributions to society.

Participative learning methods: Apart from the traditional chalk-and-talk method, PowerPoint presentations are used through ICT tools like projectors, smart boards, etc. The Assignments are given to the students to increase their problem-solving and thinking abilities, as well as quizzes, are conducted regularly. Additional online course material from Coursera and NPTEL is recommended. Youtube Channel of SVIST - Mission Career has been launched and more than 500 educational videos have been uploaded for knowledge & revision purpose. SVIST has launched an app named SVIST Academy for practice test & mock test of various MNC's.

Problem-solving methods: Students enrich their problem-solving ability through tutorial classes, software-based laboratory courses and readiness for competitive examinations through the practice of MCQ etc. A project has been assigned to make each student think and solve different problems related to the curriculum

File Description	Documents
Upload any additional information	View File
Link for additional information	https://youtube.com/@missioncareer3104?si=S53V4JGoLZykCyyj

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

Teachers use ICT-enabled tools for the effective teaching-learning process. The pedagogy followed is such that it supports student-centric learning. The role of faculty is to teach the recommended syllabus following the chalk-and-talk method using blackboard and visual aids. Unit tests, periodic class tests, assignments, participation in discussion in lectures and tutorial classes, quizzes, seminars, viva voce, project presentations, etc., are regularly held to ensure proper learning.

General ICT Tools used by faculty are desktops and laptops, projectors, smart panel boards, tablets, microphones, interactive whiteboards, etc. Teachers frequently develop PowerPoint slideshows and videos to allow students to learn through audio-visual means. Faculty regularly consults and shares material from e-books, web pages, YouTube videos and other relevant resources.

Three students join in each groups to conduct lab experiments in lab classes, while a 2:1 student-to-computer ratio is maintained in computer labs. Lab manuals are provided to students by the faculty well in advance of the experiment being performed.

The faculty periodically conducts exams that assist the faculty in better understanding the student's learning needs, their strengths and weaknesses by subject and topics and the slow and fast learners.

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

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

97

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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

20

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)	View File

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

490

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

The institute makes an academic calendar, following the affiliating University's Academic Calendar before the commencement of the

semester. Faculty members completed their syllabus for theory, sessional and laboratory papers. The syllabus for the CA exams is communicated to students by subject teachers well in advance. Internal assessment is done through Continuous Assessments for theory (CA1, CA 2, CA 3, CA 4) and laboratory papers (PCA 1, PCA 2). For some topics in CA-1, students must submit a PowerPoint presentation. Students must submit a PDF file for CA-2 to improve their report-writingskills. Students must take examinations using paper and pen for the CA-3. The affiliated University conducts the CA-4 online. All the teachers of the institute follow Course Outcomes (COs) based question papers depending upon the type of subject for Continuous Assessment (CA). The departmental question paper moderation committee evaluate the quality of question papers and coverage of the syllabus and COs.

After each CA exam, the script is shown to students so that they can realize their mistakes for their improvement. Students used to submit two or three assignments. The marks obtained by the students are published on the university portal. The institution's internal examination system is completely transparent.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institute carefully obeys the affiliating University's norms at the time of conducting Internal exams and a Central Examination Cell is thus formed. After the evaluation process for CA and PCA exams, the answer scripts are shown to students for their improvement and the result is published. After publishing the result, the exam cell provides 3-4 days to accept any grievance. If any grievance is submitted, then it is scrutinised by taking the help of the corresponding HOD and/or subject teachers and the matter is resolved if any discrepancy is found. Generally, viva voce and lab copy evaluations are explained in front of students to keep the process transparent and minimize grievances According to university rules and norms, all CA and PCA marks for Theory and Practical are uploaded into the University portal and students can access them by logging in their login credential. The Examination Cell, in close collaboration with the University, deals with any student grievances regarding Admit Cards, Registration Cards, etc.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

In outcome-based education, the emphasis is on what will be expected of the student once they have finished their course.

POs are framed by the NBA and available to all stakeholders. PEOs and PSOs are framed by the faculty members under the supervision course coordinator. All courses of the curriculum have well-defined COs, the CO-PO mapping with its strength. The syllabus is made available to every student and faculty and on the Institute website.

PEOs and PSOs are displayed in all prominent locations of the campus like department offices, laboratories, and classrooms. COs are also printed on each lab manual and issued to all students at the beginning of every semester.

Faculty members prepare a course file for each semester that lists the COs and POs mapping. During the departmental meeting and faculty meeting POs and PSOs are reviewed among the students and staff members.

The respective course coordinator frames the COs in consultation with concerned faculty members. The course outcomes and their mapping with program outcomes and program-specific outcomes are elaborately discussed and derived by the course committee members. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

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

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

The attainment of a program outcome (PO) is evaluated by analysing the attainment levels of course outcomes (COs) having a correlation with the PO (Direct Assessment) and conducting surveys on POs (Indirect Assessment). The attainment levels of COs are obtained through direct assessment methods whereas the surveys are conducted as indirect assessment methods for obtaining the attainment level of POs.

Direct Assessment strategies aim to evaluate a student's competency upon completion of a course primarily through mapping of Cos. The overall attainment level of a CO is computed by taking the weighted average of attainment levels achieved through a) End-Semester Examination, b) Intermediate Assessment, c) Assignment and Attendance.

Indirect assessment strategies are implemented by conducting student exit surveys, employer surveys and alumni surveys. Each survey form collects opinion ratings for each PO in terms of the perceived attainment level on a scale of 1 to 3 (1 - low level, 2 - moderate level and 3 - high level) achievable through the existing curricular and beyond curricular activities.

The final attainment score of a PO is calculated by taking the weighted average of the Direct and indirect PO attainment levels.

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**

366

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
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://svist.org/student-satisfaction-survey-sss-aqar-2022-2023/>

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)

Nil

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)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institute aims to promote innovation, and entrepreneurship skills among the students and faculty members to extend knowledge and transfer technology. The institute has created an ecosystem for Research and Innovation by recruiting & developing desirable human resources, taking initiative for the creation & dissemination of knowledge and establishing state-of-the-art infrastructure. The details are as shown below:

1. **Encouraging Innovation:** The Institute has established an Entrepreneurship and Institutional Innovation Council (IIC) cell in the academic year: 2020-2021 for promoting entrepreneurship & innovation activities. Students are encouraged to present their innovative ideas, project models & products through the annual Tech Fest contest "Innovention".

2. **Technology Business Incubation Park:** The institution has initiated various activities like pre-incubation support, start-up

initiatives & training programs.

3. Centre of Excellences & Collaborations: Industrial collaboration is there with BOSCH, and L&T to promote our students to develop necessary skills & develop innovative projects in various domains.

4. Human Resources: The institute has taken initiatives to motivate the faculty members to continue their doctoral studies, research work and filing patents.

5. R & D Cell: The College has an R & D Cell to motivate the faculty members to write research projects and submit them to various supporting agencies.

For the academic year 2022-2023, a few faculties have completed basic and advanced levels of Innovation Ambassador training.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

9

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)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

38

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

SVIST has led the way in educating its students about social issues through its curriculum and outreach programmes.

1. Various initiatives taken to sensitize students towards social issues are:

Issues related to Environment and Sustainability are taken care of in the Engineering curriculum through courses such as Environmental Science. The institute is proactive in sensitizing and promoting gender equality. Women's Day, Yoga Day, etc. are also celebrated as part of Gender sensitization programmes.

2. Various activities undertaken to engage faculty, students and staff in the neighbourhood community are:

In keeping with the Swacchh Bharat initiatives all across the country, since 2017, students voluntarily carried out Swacchh Bharat cleanliness drives within and around the college campus in collaboration with the Indian Red Cross Society. The institute is striving hard to inculcate environmental consciousness among students, faculty and staff members. The tree plantation drive was organized, and the campus nursery was developed. Campaigns on "No to Plastic" had been carried out by the students on the campus. Science Tech 2k23 was organized as a community program with neighbourhood schools and a science exhibition. SVSIT had organised a Blood Donation camp and eye check-up camp for the students, faculties and staff members.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - 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

3.4.3.1 - 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

16

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1147

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

31

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

9

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

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.

As per the norms of the affiliating university and the approving authority, the college has sufficient infrastructure and physical facilities for teaching learning process. The college has provided a supportive environment to produce skilled professionals to meet the demands of the industries. Our institute has adopted a policy for enhancement of infrastructure depending on the requirements in the

curriculum. Infrastructure enhancement is taken up both in terms of civil infrastructure & technology infrastructure.

The budget for this requirement is prepared in consultation with HODs and Principal and approved by management. After decision is taken it is implemented with the help of professionals, post approval of the quotation. Institute gives major emphasis on co-curricular and extra-curricular activities. Our eco-friendly college campus is spread over an area of 4.6 acres of land, with a nicely maintained natural water body and the following amenities.

- Well furnished 31 AC classrooms with LED projectors
- Well equipped Science Laboratories/ Technology Laboratories,
- Smart Class Room
- Engineering Drawing rooms
- Workshop
- Computer Laboratory with Internet browsing
- Library with books with a reading room
- Seminar Halls
- Tutorial rooms
- Language Lab
- Project Lab
- Auditorium
- Wi-Fi connectivity across campus
- Spacious Sports ground, common room and music room
- Hygienic canteen etc.

File Description	Documents
Upload any additional information	View File
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 Institution has adequate facilities for Cultural activities, Sports, games etc. Sports grounds are available and well maintained with full of green grass or well-made court suitable for playing football, cricket, volleyball, badminton and other outdoor games. Ground is surrounded with trees and flowers, pond etc. Indoor games facilities are provided like carom, table tennis etc. Cricket pitches, volleyball net, Racket, basket stands for basketball and Jersey is provided at the time of tournament. Annual sports are conducted every year such as Intra College, inter college football,

cricket, badminton, volleyball, carom etc. The prizes are given at the time of cultural fest.

Activities under this also includes celebration and observation of Independence Day celebration, Republic Day celebration, Vivekananda Jayanti, Cultural Fest, farewell to final year students, Fresher's welcome, Teacher's Day celebration, Alumni Meet (Nostalzea) festivals like Saraswati Puja and Viswakarma Puja Etc.

Faculty members and students participate whole heartedly and celebrate and enjoy all such events.

File Description	Documents
Upload any additional information	View File
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.

31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

67.91

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)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of ILMS Software: KOHA

Nature of automation: Fully

Version: 20.11.19.000

Year of Automation: 2023

Swami Vivekananda Institute of Science & Technology Library is fully automated by the KOHA ILMS Software since 2013. The KOHA software was again newly reinstalled in March, 2023 which is of 20.11.19.000 version. This is user-friendly software. Students and Faculties exchange their books through the automation software. This software helps to detect the availability of books in the library, usage pattern of books etc. The software facilitates seamless functioning of the library and enables the users to conveniently use the library without much hassle and wastage of time.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

653.66

File Description	Documents
Any additional information	View File
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)	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

Recently there is a steep rise for high-speed internet access in educational campuses due to modes of blended education. Thus, setting up of secured and stable leased line and WiFi network is the need of the hour.

The institute assigns topmost priority to upgrading IT facilities so as to cater to this need.

Internet Connection: The available internet bandwidth is 100 MBPS through LAN/Wi-Fi. An alternative connection is also there as standby.

PCs and their configuration: Institute has a total of 380 computers with Processor i5/i3, 2GB/4GB/8GB RAM, 256 GB/512 GB HardDisk, 3.10 GHz CPU Speed.

Software: For conducting various UG Courses, various software is used which includes Turbo C/C++, Oracle, Photoshop, MATLAB, NetSim, IE3D, Xilinx ISE, ANSYS, DOE++, AutoCAD and PRO E. Microsoft Office, Python (Open Source).

Operating System: Our institute uses Windows Operating System (Windows 7, 8 & 10) as well as open-source operating systems like Ubuntu other software tools such as Wireshark (Open Source).

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

4.3.2 - Number of Computers

380

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	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	View File

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)**

572.47

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)	View File

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.

One maintenance supervisor is deputed in the institution whose function is to observe the maintenance of the buildings, classrooms and laboratories and for the cleaning of Chair, Tables, Computers, Equipment's and instruments. He along with his junior team member conducts periodic checks to ensure the efficient working condition of the infrastructure and maintains a document for the same. Classrooms, staffrooms, seminar halls and laboratories are cleaned and maintained regularly by non-teaching staffs assigned for each floor. Washrooms are well maintained and dustbins are kept in every floor. The green cover of the campus is well maintained by a full-time gardener. Optimum working condition of all properties/equipment's in the campus is ensured through various mechanisms. Maintenance of generator, ACs and water purifiers and UPS, Printer etc. are also checked regularly for any repair and maintenance. Apart from contract workers, the college also has trained inhouse electricians. The campus maintenance is monitored through CCTV. Every department maintains a stock register for the available equipment's. Proper inspection and verification of stocks takes place at the end of every year. Periodic reporting on requirements of repairs of instruments and equipment's are submitted by the concerned technical assistant to the HODs. Pest control of library books and records is done periodically. Each floor of the institution has proper fire safety to protect from any accidental hazards.

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

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

414

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

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

934

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
350	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
350	
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)	View File
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	View File
Upload any additional information	View File
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

265

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

00

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	No File Uploaded

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

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.**

00

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)	No File Uploaded

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)

Students of SVIST have an opportunity to participate actively in the college events and committees.

Cultural Fest: The fest committee is made every year with student representation of 4th year & 3rd year. This fest provides the biggest opportunity to organize multiple types of events like group/ solo singing, dancing, ramp show, drama etc.

The students participate in Marketing and sponsorship, selecting the team members, events, designing the brochure, procuring food, invitation, hall booking, event management etc.

Technical Fest: The Tech fest committee is made with student representation of 4th year & 3rd year. It is one of those events where young brains put forth their innovative skills & ideas to work and compete with the peers.

Sports: The sports committee is made with student representation of 4th year, 3rd year & 2nd year. It is required to facilitate the demonstration of sports skills of the students.

Anti-Ragging Committee: The Anti-Ragging committee is made with student representation of 4th year & 3rd year. The institute has an established 'Anti Ragging Committee' consisting of the faculty members, Technical Staffs, Administrative members and students to prevent & eliminate the menace of ragging.

Training and Placement Cell: The Training and Placement Cell committee is made with student representation of 4th year & 3rd year. The students act as coordinators between placement cell and students during training sessions and placement activities.

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

11

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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)	View File

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

No, the institution does not have a registered Alumni Association. However, the institute has an Alumni Association which is quite functional. The Alumni Association meets at least once a year to share their experience, opinion and views about the industry scenario, market trends, and industry requirements. They motivate their juniors to give presentations on how to crack interviews successfully and portals to search for question patterns etc. They also provide references for their juniors through the Training & Placement Cell. They keep constant touch with Training & Placement Cell, Principal and Faculty members for any vacancy generated in their company or other company in their knowledge. Often Alumni members have come to the campus for hiring students from junior batches. The Alumni members also visit the institute to deliver motivational lectures. They also recommend relatives, friends and acquaintances to the college for admission. They actively participate in Cultural Fest and other institutional development activities. The Institute organizes reunion programs every year.

After the huge success of Nostalzea 2K22 which was held on 23.04.2022 at our college campus with great excitement and enjoyment, the Nostalzea 2K23 will tentatively be held in December, 2023 - January, 2024 as ex-students requested the program to be held during the winters.

Few of the Alumni has come forward for the formation of a registered Alumni Association and the process has been initiated lately.

File Description	Documents
Paste link for additional information	Nil
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

Establishing and defending the institution's goal, guiding principles, and code of ethics are the duties of the Management Committee, the Principal, the faculty, and the non-teaching staff. Our college's vision, mission, and values are the cornerstone for present and future planning. Students at SVIST receive top-notch instruction and supportive services that help them become successful professionals. Our college is committed to giving students top-notch education that meets their needs and equips them to take on the challenges of the outside world. Students are deeply involved in society's technological advancements because of their close relationship to technology. To solve problems, they apply the knowledge they possess. Everything is the result of engineering. The SVIST alumni have made a name for themselves in various fields, and we think that the next generation will do the same. Systems that safeguard and bring together people and their surroundings are designed by engineers. The new revolution that is transforming the college into a better place is being curated by our Principal and Director. Our vision and essential principles will never change, even though our tactics, deeds, and missions may. Thus, our goal is to become a hub for academic excellence, offering a distinctive educational experience. Our primary goal is to help students develop their skills and find the appropriate path.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

By encouraging participatory management and decentralisation, our organisation succeeds in its mission.

Board of Trustees: The Board of Trustees is responsible for overseeing the institution's welfare and governance, including establishing policies and safeguarding the institute's material, financial, and other assets.

The Principal: Under BOTs, the principal is included. The management gives the principal the freedom to carry out the policies. The principal is in charge of improving the general quality of education as well as providing effective leadership and general management.

Academic Council: Members of the Academic Council are drawn from every department that reports to the Principal. By keeping an eye on and improving academic standards, the Academic Council tackles all the significant issues influencing the college's academic life and growth.

HOD and Faculty: The responsibility of overseeing the departments' operations falls on the heads of each department. The faculties and technical assistants' complete participation is guaranteed by the collaborative and participatory decision-making process.

Training and Placement Cell: The Institute helps and prepares students to make the best career decisions and serves as a conduit for information between students, graduates, and the workforce. The success of the training and placement activities is the goal of the TPO coordinator and the training placement officer.

Administration: They are in charge of overseeing and maintaining the establishment. It also handles hiring, finance, accounting, and admissions. They also handle construction, logistics, and the upkeep of official records.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute's numerous stakeholders effectively implement the institutional strategic/perspective plan. The successful implementation and deployment of strategic plans, human resources, machinery, equipment, computers, etc., is the goal of the policies at our institute. These deployment policies are carefully thought out, documented, and upheld by the completion of the necessary tasks.

Through a methodical teaching-learning process, the college's strategic plan aims to develop students into successful engineers and managers. To foster research aptitude in both faculty and students, the college maintains a research and development cell. Over sixty per cent of the faculty members are actively involved in research endeavours. To encourage research activities, national seminars are planned and attended. Speakers, scientists, businesspeople, and eminent academics are invited to give lectures. To expose our students, connections with the local business community and different manufacturing facilities have been formed.

The college takes action to meet the needs of its parents and students while addressing several issues as it works towards strategic development. The college offers feedback and campus placements through an active placement cell.

To keep faculty members' knowledge and pedagogical abilities current, the college also offers Faculty Development Programmes (FDP). It also requires work to create a positive work culture and enhance the institution's internal development.

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

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.

The Principal is the overall In charge of Academics and Administrative affairs, guided by the Board of Trustees. HOD along with Faculty Members and Technical Staff deal with the academics, while the day-to-day work of administration is done by office staff and administrative staff. The Librarian with library staff are responsible for library-related work, Finance Manager and account staff look into financial matters. Training & placement departments are guided by the G.M (T&P) while all maintenance work is looked after by Maintenance. An officer with all other subordinate staff like housekeeping, Group D, Maintenance staff etc.

Different institutional bodies

Board of Trustee

Principal

Academic Council (Academics & Library), Administration, Finance Training & Placement, Maintenance & Logistics, IQAC, Students Affairs, IIC

Departmental HOD's, Librarian, G.M, T&P Officer, Maintenance Officer.

The college's HR policy is covered by a well-documented service rule, which is as follows:

Recruitment, general duties and responsibilities of staff members follow the HR policy guided by the eligibility criteria of AICTE and affiliated university MAKAUT. The institute follows the AICTE pay structure & allowances. Performance appraisal and grievance redressal of staff members guided by the HR policy.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://svist.org/link-to-organogram-naac-aqar-2022-23/
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The following policies have been adopted by the institution for the professional development and welfare of teaching and non-teaching staff:

EPF - Paid as per PF Act to all the employees

Gratuity - Paid as per the Gratuity Act

ESI Scheme - Employees drawing less than Rs.15000/- PM are covered under ESI.

Accumulation of medical leave for utilization during medical emergency as specified by leave rule.

Free bus facility available for faculties and staff.

Maternity leave as per Government norms is Provided.

Different categories of permissible leaves as per norms.

Paid leave for special cases like; Terminal illness, accidents etc.

To upgrade the skills of the faculty, the management encourages faculty members to register for higher studies like M.Tech, PhD and research. Paid regular leave is granted for career enhancement programmers and paid "ON DUTY" leave and funding for Patents, seminars, conferences, refresher courses, publications etc are provided.

Support is given to all staff members by providing half or full scholarships for two wards or close relatives for their education in this institution or other colleges of the same group.

Faculty members are encouraged to participate in faculty development programs at regular intervals, mostly sponsored by the Institute. Members of the faculty are encouraged to enrol as members of a professional society/body, viz with half-paid sponsorship.

Some faculty and staff members are provided with free accomodation and food as a welfare scheme.

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

17

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)	View File

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

2

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

21

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Principal with H.O.D's of each department, Heads of Account section, Librarian, Training & Placement and maintenance officer does assessment based on the candidate as per below mentioned criteria:

- Workload/Duration of work
- Regularity and Punctuality
- Student, Faculty or Staff Feed Back & Mentorship activity

wherever applicable

- Readiness to deliver lectures or assigned work or allocated job.
- Performance in the department.
- Involvement in other college-related activities.
- Behaviour / Attitude

Based on the above observations the Faculties, Technical Staff, Office, Placement, and Library staff are rated by the Principal and are evaluated based on certain criteria.

The Principal's evaluation of individual members is based on the following parameters:

- H.O.D's or Sectional Head's Feedback.
- Class Feedback / Assigned Work Feedback.
- Weekly workload / Delivery of job.
- Punctuality / Regularity.
- Days absent.
- Working hours per week.
- Work as a mentor.

- Involvement in Research, Higher Studies, Collaboration, Innovation, Entrepreneurship, Anti Ragging etc.
- Involvement in other activities of the College.
- Personal observation.

Each member's performance is assessed following the criteria and characteristics. Every review is taken into account when evaluating and/or appraising career advancement. After that, the Principal makes the last recommendation, which is forwarded to the trustee members for a final choice and course of action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

A qualified practising CA has been appointed as the internal & external auditor who has been auditing the college accounts once in 6 months.

A review of the audited report is sent for review to the Board of Trustees.

Furthermore, this establishment seeks advice from consultants on tax and legal matters as needed.

The institution's accounts have not yet been reported with any unfavourable remarks, as of February 16, 2023, when the last audit was completed. Every year, the college files its income tax return within the allotted time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)****Nil**

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)	No File Uploaded

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

The primary areas from where funds are generated by the college are as follows:

- Funds are allotted by the Board of Trustees.
- Collection of development fees from respective students.
- Revenue is generated from the collection of fees from the students enrolled in various courses under the Institution.

The aforesaid collected funds are utilized in the below-mentioned ways:

- Development of existing infrastructure
- Maintenance of existing infrastructure
- For Research & Development Activities
- For Training & Placement Activities
- For Extra Curricular Activities
- For Daily Expenditures

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 internal quality assurance cell has made a substantial contribution to maintaining quality and creating plans for the institution's growth. Various tactics have been employed to guarantee continuous quality improvement, not only for the students but also for the faculty and the surrounding institution.

The following are the steps that have been successfully implemented:

1. Faculty feedback (Taken by the head of the institution).
2. Students' feedback (subject requirement, teaching methodology etc).
3. Alumni Feedback
4. Eco - Friendly campus with well-maintained natural water body.
5. Faculty Development Programs.
6. Tutorials / Remedial classes.
7. Internal evaluation.
8. Assignments (To monitor the improvement of students).
9. Attendance analysis at regular intervals with further communication with parents.
10. Support to research and development:
 - Paid leaves for conferences/seminars/ workshops,
 - Membership taken (Renewal fee half paid by the Institution)
 - Registration fee (Half paid by the Institution)

11. Placement Assistance is provided by the Training and Placement cell.

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

The institute's IQAC was created in 2018. IQAC seeks to resolve the following problems: To ensure a successful teaching-learning process, IQAC has taken steps to ensure that all students receive lecture video links and class notes in Google Classroom according to the schedule.

Additionally, IQAC suggested using the MHRD virtual lab portal and enrolling in both physical and virtual lab classes. Additionally, the institute took the initiative to record labs in real time and lecture videos, which it then shared with the students. Additionally, IQAC recommended that the mentors should counsel the students to enrol in aptitude and soft skill classes as well as additional courses. As guardians, faculty mentors maintained regular communication with their mentees, which facilitated personal bonding, improved the teaching-learning process, and raised attendance.

To offer additional supplemental courses so that students can receive practical instruction outside of the classroom. Research endeavours are pushed and encouraged by faculty members.

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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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**

Gender equity is not only a fundamental human right but a necessary foundation for a peaceful, prosperous and sustainable world. In a society, everyone has the right to lead his or her life accordingly without any discrimination. When this state is achieved where all individuals are considered to be equal irrespective of their caste, gender, colour, profession and status, we call it equality. Gender equality requires equal enjoyment by women and men of socially valued goods, opportunities, resources and rewards.

Women's empowerment is a key issue in today's world. The institute has constituted various committees with senior female faculty/staff members like the Anti-harassment Committee, and Women's Grievance Redressal Cell, as per rules and regulations of the Statutory Authorities like AICTE, MHRD, etc.

Institute takes special measures to address gender equity in the following ways:

1. Providing a special common room for girls. Special Sports facility for girl students
2. Immediate and adequate actions taken for any complaints lodged by any female students and faculties through the institutional women's grievance redressal cell.
3. Organizes periodic awareness programs on gender issues within the Institution to sensitize the people associated with the Institution.
4. Special arrangement in Toilets
5. Supply of necessary accessories of Women from college
6. Sensitization workshop regarding women safety, gender equity, prevention of sexual harassment, self-defence etc.

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	https://svist.org/measures-initiated-by-the-institution-for-the-promotion-of-gender-equity-during-the-year-naac-agar-2022-2023/

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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

To maintain a clean campus and regular disposal of various wastes, the teaching and non-teaching staff of the Institute along with the students are regularly updated and educated on waste management by organizing lectures, preparing posters and slogans and other relevant activities. The following steps are being followed:

1. Solid waste management:

To collect the daily trash materials, the college has employed some dedicated housekeeping personnel. Dustbins are kept in different places on the college campus and they are marked by specific colors to collect different forms of waste (like dry waste, wet waste etc.) Waste papers, plastics, cartoons etc. are regularly handed over through proper channels for further recycling. The college has initiated a project to produce compost from the wastes of different food materials originating from the college canteen and use the compost in the gardening of the college.

2. Liquid waste management:

The concealed wastewater lines from the washrooms of the college are connected to the local main drainage system. The chemical wastes from different laboratories of the college are properly disposed of through concealed pipes.

3. E-waste management

The E-waste (empty toners, cartridges, scrap monitors, CPUs and other electronic pieces of equipment) is regularly collected, stored in a proper place and disposed of regularly.

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
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	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	No File Uploaded

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).

To build and create a nation of youth who are noble in their attitude and morally responsible, Swami Vivekananda Institute of Science & Technology organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus. The college and its faculties and staff jointly celebrate cultural and regional festivals, like Teacher's Day, Orientation and Farewell program, Induction program, plantation, Youth Day, Yoga Day, festivals like Holi celebration, and religious ritual activities are performed in the campus. Motivational lectures of eminent persons in the field are arranged for the all-round development of the students for their personality development and to make them responsible citizens. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities. Providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities are welcomed here.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The institute sensitizes the students and employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works to nurture them as better citizens of the country. The institute hoists the flag during national days like Independence Day, Netaji's Birthday, and Republic Day and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and emphasising the duties and responsibilities of citizens. The college establishes policies that reflect core values.

Codes of conduct are prepared for students and staff and everyone should obey the rules. The institution encourages the participation of students in Sports and Games at the Intra and inter-college levels to strengthen bonds and relations and inculcate harmony, fellow feeling, and brotherhood. The institution takes many initiatives like conducting awareness campaigns, organizing orientation programs, training programs, seminars and workshops to sensitize future leaders to inherit human values and cope with constitutional obligations. Ethical Values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution/Debate activities. The students have enthusiastically participated in various activities like seminars, expert talks, poster-making competitions, and competitions on various IPR-related issues. Tree plantation, and Swachha Bharat programs are as well conducted.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

Swami Vivekananda Institute of Science & Technology (SVIST) is well recognized for grooming future generations to develop them as good human beings through the celebration and organization of different National and International commemorative days, events and festivals. Like every year, the Institute celebrated World Environment Week on was celebrated in the 1st week of June by planting trees on the college premises. The institute celebrated the 76th Independence Day on 15.08.2023; faculty members and students hoisted the flag. The Institute celebrated the anniversary of Swami Vivekananda on 12.01.2023. The organizer tried to reach a large section with his thoughts "Arise, Awake and Stop Not Till, The Goal is achieved" through the program held on the college premises. The Institute celebrated the birthday of Netaji Subhash Chandra Bose on 23.01.2023. The Institute celebrated the Republic Day by hoisting the flag on 26.01.2023. The SVIST celebrated the Saraswati Puja in the college premises. The cultural fest was celebrated with enthusiasm

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
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.

Research and Development:

Research promotions are widely accepted by the institution and the institute contributes greatly towards supporting that in the following ways:-:

- i) One day of paid leave per week for faculties pursuing higher studies like Doctorate
- ii) Paid leaves are provided for attending conferences, seminars, workshops, training, FDP etc.
- iii) The institute pays 50 per cent of the fees for registration for attending National/International seminar conferences, patents and membership in different societies.
- iv) Half of the Publication fees for Journals/ Research articles are borne by the institution for students.

Career Guidance Training

Career Guidance for students is the most vital aspect of college education so that the students can serve the needs of the ever-changing and dynamic market needs. SVIST provides career guidance to the students in the following aspects.

1. Exploring various career options
2. Developing self-confidence and self-reliance
3. Creating interest in higher studies
4. Promoting a culture among students for lifelong learning

These goals are achieved through the following activities of the Training and Placement Department as well as the individual departments of specialization in the Institute:

1. Students are trained in Communication and Presentation Skills (using the language lab) imparted by the faculty members of the English Department.
2. Specific training on technical skills like Aptitude tests, Programming skills, etc. is provided to the students by hiring Professional Agencies as many jobs require some degree of skill with words and numbers.

3. Soft Skills Training Program.

File Description	Documents
Best practices in the Institutional website	https://svist.org/describe-two-best-practices-successfully-implemented-by-the-institution-for-aqr-2022-23/
Any other relevant information	Nil

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

VISION: Following Swamiji's vision, the Institute aspires to become a Centre of Academic Excellence by developing and disseminating knowledge and offering students an unparalleled science and technology learning experience. One of the goals of improving society is to give youngsters an atmosphere that promotes their holistic development and prepares them for a successful profession.

By offering students the chance to study the topics necessary to obtain the desired degree and assisting them in gaining knowledge and skills in subjects related to industry preparedness, the institute hopes to become recognised as a Centre of Academic Excellence. This is done by offering them beyond the syllabus courses, bridge courses, workshops for exposure to industry-related topics, and short-term training courses on industry-relevant learning to bridge the gap between academia and industry. To support their enthusiasm for research, the college selects certain initiatives and finances them. Students frequently come up with creative startup concepts that the management funds. To improve student morale, the Institute Management also funds student articles in journals.

The institution encourages faculty members to pursue PhDs, research, seminars, conferences, paid time off, and financial support to improve their teaching abilities. The Institute Management provides funding for the publication of papers and articles as well as professional body membership. All of these could contribute to the Institute being a centre of excellence.

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

To guarantee and enhance the calibre of academic programmes, co-curricular and extracurricular activities, and faculty development, this institution has launched many initiatives in the following areas:

- 1) Applying for NBA accreditation for UG programs within 1 year.
- 2) Our institute will concentrate on giving our students and faculty members industrial exposure while working to build industry-academia partnerships, collaboration, and industry MOUs.
- 3) Our institute will install more smart panel boards with Wi-Fi connectivity.
- 4) The institute will be putting together live projects, webinars, workshops, seminars, and training to help our students advance their skills for their overall development.
- 5) Our institution has a highly functional IIC CELL, which will promote and encourage entrepreneurial and innovative activities. Enrichment of innovative ideas of students through model presentations, mini projects and Tech fest under the guidance of the Entrepreneurship Development Cell (EDC) is our motto.
- 6) Our institute will be concentrating on constructing a Green Campus through planting and raising trees, as well as raising awareness to make the campus plastic-free.
- 7) To meet the water requirements for cleaning and gardening, a small-scale rainwater harvesting system will be installed within the institute.
- 8) Encouragement Faculties and Students to pursue research works and publication of journals and articles is a focus area.
- 9) The institution will focus more on spreading awareness about renewable energy usage within the campus by replacing bulbs and tubes with LEDs. We have installed a rooftop solar panel and will

enhance it further.

10) We are planning to replace the street lights with solar lights.