

Submission of Annual Quality Assurance Report (AQAR) for the A.Y. 2017-18

To



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

From



OmDayal Group of Institutions

(Engineering College || Architecture College)

AICTE & COA approved, MAKAUT(WBUT) affiliated & NAAC accredited Institution
UIGC, Uluberia, Dist.- Howrah, Pin - 711316

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

OmDayal Group of Institutions

1.2 Address Line 1

Plot No. 38(P), 38(A), 39(P), 39(A),
Uluberia Industrial Growth Centre

Address Line 2

Uluberia, Howrah, West Bengal -
711316

City/Town

Howrah

State

West Bengal

Pin Code

711316

Institution e-mail address

contact@oders.in

Contact Nos.

033-26613366/26613179

Name of the Head of the Institution:

Prof. (Dr.) Arup Sinha

Tel. No. with STD Code:

033-26613366/26613179

Mobile:

9830158606

Name of the IQAC Co-ordinator:

Dr. Prosenjit Sen

Mobile:

9733572334

IQAC e-mail address:

iqac.oders@gmail.com

1.3 NAAC Track ID

WBCOGN27325

1.4 NAAC Executive Committee No. & Date:

F.19.26/EC(SC-28)/DO/2017/81.1 dated
30/10/2017

1.5 Website address:

oders.in

Web-link of the AQAR:

<https://www.oders.in/wp-content/uploads/2018/06/AQAR-2017-18.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.06	2017	5 years
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

02/01/2017

1.8 AQAR for the year

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR _____ (DD/MM/YYYY)
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College ☐ Yes ☒ No ☐

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ AICTE & COA No ☐
 (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Un ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☒ Health Science ☐ Management ☐

Others (Specify) ☒ Architecture

1.12 Name of the Affiliating University (for the Colleges)

MAULANA ABUL KALAM AZAD
UNIVERSITY OF TECHNOLOGY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme	<input type="text"/>	DST-FIST
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)
UGC-COP Programmes	<input type="text"/>	

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="12"/>												
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>												
2.3 No. of students	<input type="text" value="02"/>												
2.4 No. of Management representatives	<input type="text" value="01"/>												
2.5 No. of Alumni	<input type="text" value="01"/>												
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>												
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>												
2.8 No. of other External Experts	<input type="text" value="01"/>												
2.9 Total No. of members	<input type="text" value="21"/>												
2.10 No. of IQAC meetings held	: 06												
2.11 No. of meetings with various stakeholders:	<table border="0"> <tr> <td>No.</td> <td><input type="text" value="01"/></td> <td>Faculty</td> <td><input type="text" value="03"/></td> </tr> <tr> <td>Non-Teaching Staff</td> <td><input type="text" value="01"/></td> <td>Students</td> <td><input type="text" value="01"/></td> </tr> <tr> <td>Alumni</td> <td><input type="text" value="01"/></td> <td>Others</td> <td><input type="text" value="0"/></td> </tr> </table>	No.	<input type="text" value="01"/>	Faculty	<input type="text" value="03"/>	Non-Teaching Staff	<input type="text" value="01"/>	Students	<input type="text" value="01"/>	Alumni	<input type="text" value="01"/>	Others	<input type="text" value="0"/>
No.	<input type="text" value="01"/>	Faculty	<input type="text" value="03"/>										
Non-Teaching Staff	<input type="text" value="01"/>	Students	<input type="text" value="01"/>										
Alumni	<input type="text" value="01"/>	Others	<input type="text" value="0"/>										
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>												
If yes, mention the amount	<input type="text"/>												
2.13 Seminars and Conferences (only quality related)													
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC													
Total Nos.	<input type="text" value="05"/>												
International	<input type="text"/>												
National	<input type="text" value="01"/>												
State	<input type="text"/>												
Institution Level	<input type="text" value="04"/>												
(ii) Themes	<input type="text" value="Collaborative Research & In house training"/>												

2.14 Significant Activities and contributions made by IQAC

1. Establishing Man-power Requirements and facilitating recruitment process
2. Reward for successful students who obtained at least 9 SGPA or more in each semester
3. Conducted student's evolutions of their concerned teacher, based on the best teacher was selected and awarded
4. New lesson plan format introduced for all departments
5. Introduction of new pattern of Unit Test
6. Teaching – learning audit and student's feed back systems
7. GATE Tutorial
8. Efforts made for Collaboration and Consultancy with Industry
9. Formation of Time Table Committee and introduction of Time Table Software
10. Preparing of Study material
11. Organising different seminars, conference, workshop etc to promote quality education
12. Academic progress monitoring
13. End semester result analysis and taking corrective for improvement.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Publishing advertisement for recruitment of faculty members in leading news papers.	Faculties recruited through selection committee.
Procedure for purchase according to institutes' norms.	Phase-wise procurement of different items was made
3-4 meetings with the HODs for subject distribution.	Routine was framed before commencement of the semester and followed accordingly.
Proposal for remedial / grooming and tutorial classes in the daily routine	Necessary grooming / remedial classes was arranged
Proposal to all department for organising conference / seminars / workshops at least once in a year.	Seminars /conference/workshops were organised by different department.
Encouraging research work to foster quality education	Quite a number of project proposals were sent to different agencies and few were granted.
Proposal for introduction of Career Advancement Scheme for faculty and nonteaching staff members.	Hon'ble BOG has approved the proposal

* Attach the Academic Calendar of the year as Annexure-I

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Proposals were submitted to the BOG and the necessary actions were taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	6	0	6	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	6	0	6	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: ~~CBCS/Core/~~ Elective option ~~/Open options~~

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	6
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒ (On all aspects)

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure-III*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No, It is under the purview of affiliated university

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
70	56	09	05	00

2.2 No. of permanent faculty with Ph.D.

4

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
56	0	09	04	05	02	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	1	2
Presented papers	4	-	-
Resource Persons	6	-	3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Group discussions on various technical topics,
2. Encouraging students to refer Journal publications of current engineering techniques
3. Students are encouraged to do innovative projects
4. Opportunities to teachers to attend orientation and refresher courses in order to improve teaching quality.
5. Workshops, Tutorial Classes, Competitive exam coaching, Continuous Evaluation
6. Interactive learning through field work, study tours; industrial visits, group discussions, quizzes, workshops, and academic seminars.
7. Remedial Classes for slow learners
8. Implementation of the orientation Course for fresher's.
9. Preparation of PPT slides [Power point projections] & videos to make a graphic presentation of individual topics in a more attractive way.
10. Attending seminars and conferences for both faculties and students.
11. Faculty induction training programmes.
12. Encouraging class room presentations
13. Interactive classes and studio works.
14. Evaluation through external jury.

2.7 Total No. of actual teaching days during this academic year

154

2.8 Examination/ Evaluation Reforms initiated by the Institution

1. Online Aptitude Test

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

One faculty member of the Institute is the member of University Board of Study.

2.10 Average percentage of attendance of students

82

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
CE	176	31.25	53.41	11.36	1.13	97.15
CSE	109	33.00	40.00	26.00	-	98.17
ECE	38	0.50	26.00	52.60	15.80	100.00
ME	132	18.93	60.60	16.66	-	96.21
B.ARCH.	310	29.00	19.00	33.00	12.00	90.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Progress of each subject is monitored in its departmental meetings conducted by the Heads of the Department monthly and which is reviewed by IQAC.
- Course files are verified in Sub-IQAC meetings.
- Oral and written feedbacks are taken from the students, analyzed and appropriate actions have been taken.
- Results analysis is done for internal and semester examinations.
- The Internal Quality Assurance Cell provides Teaching-Learning Audit and Student Feedback forms through Departmental Sub-IQAC. The forms are evaluated at the end of each semester by Sub-IQAC and the reports are then submitted to the IQAC. The IQAC, thereafter, conducts meeting once in every semester, where these reports are objectively analysed and necessary actions as deemed fit are taken in the presence of the Principal, Vice-Principal, HODs and other members of IQAC.
- Remedial Classes for slow learners
- Preparation of PPT slides & videos to make graphical presentation on some topics in a more innovative way.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	08
UGC – Faculty Improvement Programme	05
HRD programmes	Nil
Orientation programmes	02
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	09
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	45	0	0	0
Technical Staff	13	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Encouraged to organize various seminar/conference FDP etc. in the Institute.
- Faculty members are encouraged by providing weights in appraisal system for research
- Initiated to organize an International Conference.
- Opened Students' Chapter in Institute of Engineers, India

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	30			
Outlay in Rs. Lakhs	Approx. 0.96			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	09	01	-
Non-Peer Review Journals	-	-	-
e-Journals	-	01	-
Conference proceedings	10	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2017-18	Institution	0.96	Yes
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
03	-	03	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

01

0

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

0

SRF

0

Project Fellows

0

Any other

0

3.21 No. of students Participated in NSS events:

University level

80

State level

0

National level

0

International level

0

3.22 No. of students participated in NCC events:

University level

0

State level

0

National level

0

International level

0

3.23 No. of Awards won in NSS:

University level

0

State level

0

National level

0

International level

0

3.24 No. of Awards won in NCC:

University level

0

State level

0

National level

0

International level

0

3.25 No. of Extension activities organized

University forum

0

College forum

0

NCC

0

NSS

02

Any other

0

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Efforts are made on a regular basis to apprehend institutional social responsibility by the institution. The students and faculty members are involved by the college authorities in different social programs conducted throughout the year. The institute encourages the students and faculty members to engage themselves in various social activities. Sometimes they are awarded at the institutional level in a variety of ways. Following activities have been taken up by the college during the last few years.

- The faculty members of Architecture department visit to different rural schools on a regular basis. They basically teach them, donate necessary accessories, serve foods, and spend time with the students.
- The faculty members and students organize plantation program at least thrice a year. They go different areas of outside the college and plant various trees.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.32 Acres	0	-	3.32 Acres
Class rooms	26	0	-	26
Laboratories	46	0	-	46
Seminar Halls	3	0	-	0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	6.45	-	6.45

4.2 Computerization of administration and library

The Central Library is digitized with LIBSYS Software. In addition to that, WEB OPEC is available.

- Use of computer and data storage in all the administrative departments / section and Central Library section.
- Use of SRM Software for Accounts Department

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12403	5382778.98	306	135726.94	12709	5518505.92
Reference Books	870	396063.74	78	96115.79	948	492179.53
e-Books	----	----	----	----	----	----
Journals	53	1574387.26	Not Added (Renewal)	647992.00		1639179.00
e-Journals	----	----	----	----	----	----
Digital Database	1	74000.00	Not Added (Renewal)	13570.00		87570.00
CD & Video	----	----	----	----	----	----
Others (specify)	LSEase Software	108712.00	Not Added (Renewal)	146910.00		255622.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	314	8	33 Mbps	----	2	4	5	---
Added	----	----	15 Mbps	----	----	----	----	----
Total	314	8	48 Mbps	----	2	4	5	----

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Access to internet and computer facilities to teachers and students of the Institute.
- Access to internet in all the students' hostels, Library Reading rooms.

4.6 Amount spent on maintenance in lakhs :

i) ICT	11.24
ii) Campus Infrastructure and facilities	102.46
iii) Equipments	10.51
iv) Others	36.38
Total :	160.59

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC enhanced in building the support services for students.
- Induction programme is conducted for first year Engineering students.
 - SMS are also used to inform students and parents.
 - Google groups are used to communicate through email
 - Mentoring scheme is implemented to have a face to face interaction with individual student
 - Training and Placement assistance through Training & Placement Cell.
 - GATE Coaching Classes.
 - Provision of Hi-tech Gymnasium, indoor and outdoor game facilities.
 - Health Centre Facilities.
 - Formation of Grievance Redressal Cell.
 - Formation of Anti ragging cell, anti ragging squad
 - Organizing seminar and workshops for students.
 - Arrangement of industrial visit to enhance practical knowledge.
 - Comprehensive Continuous Internal Assessment through tutorials, open book tests, projects, assignments.
 - Reading Room facility provided in the college library

5.2 Efforts made by the institution for tracking the progression

- Transparent admission procedure.
- Highlighting achievements of students in College Newsletter.
- The Institute arranges transport facilities on industrial visits.
- Parent teachers meeting on the progression of their ward.
- Conducting Career Development programmes for students.
- Allocation of Class Mentors for each class in each programme for progression in academic as well as extra-curricular activities.
- Regular feedback from various stakeholders like Alumni, Parents, Employers etc
- Tutorials and Assignments
- Unit Test Examination
- Remedial Coaching class
- Surprise tests taken
- Student feed back
- Reward for successful students who obtained at least 9 SGPA or more in each semester.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
790	0	0	0

(b) No. of students outside the state

36

(c) No. of international students

0

Men	No	%	Women	No	%
	530	67.08		260	32.91

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
559	37	4	59	0	659	670	44	6	70	0	790

Demand ratio

Dropout % 1.03

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- i. Technical Aptitude Test
- ii. GATE Coaching for the students are conducted on regular basis
- iii. Group Discussion
- iv. Aptitude tests
- v. Conference/seminar/workshop
- vi. Soft skill Development Programme
- vii. Soft Skills for Group Discussion
- viii. CV Writing skills
- ix. Mock tests

No. of students beneficiaries

All Students

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	12	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

- i. Faculty members act as mentor to counsel and guide the students
- ii. Orientation programme is organized for 1st year students
- iii. Aptitude Training Programme is organized to enhance employability
- iv. Broadening knowledge, skills, and abilities by sharing different types of hands on training, videos, presentation etc.
- v. Student counseling by counselors to get rid of mental stresses and other psychological problems
- vi. Seminars and Conferences are organized regularly for students PD classes are organized to improve soft skills.
- vii. Maximizing career opportunities by giving different types of placement opportunities

No. of students benefitted

80%

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
7	84	21	05

5.8 Details of gender sensitization programmes

Women Welfare Cell is now called as Internal Complaints Committee Health check up and counselling programmes for female students are conducted

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	22	7,05,000.00
Financial support from government	92	41,64,000.00
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

To become a institute of repute and bring about a change in the sphere of technical education in Bengal by offering a full range of programmes of global standard, and to transform the students into globally competent personalities.

Mission :

- To provide state-of-the-art resources required to achieve excellence in teaching-learning, and supplementary processes
- To provide Faculty and Staff with the required qualification and competence
- To motivate for their holistic development
- To provide opportunity to the students to bring out their inherent talent

6.2 Does the Institution has a management Information System

Yes, the Institute has Management Information System.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum development is under the purview of the affiliating University. However, necessary suggestions are forwarded to the University taking into the consideration the requirements of the industries. One senior faculty members from the institution is a member of BOS of university.

6.3.2 Teaching and Learning

- Faculty members are encouraged to take initiatives to become competent in their field and find innovations in their teaching methodologies through the Faculty Development Programmes.
- Regular training is imparted to the faculty members in their subjects through Conferences/ Workshops /Seminars and invited Expert Lectures.
- Some Classes are taken through PPT presentation.
- Thrust on E- Learning by the use of NPTEL material/ on line courses etc.
- Stress on improvement in Communication Skills in English language through conduct of additional English inputs followed by Soft Skills and Aptitude development.
- Hands-on training is imparted through laboratory experiments, industrial visits/training/tours.
- Apart from books and journals, Students and Faculty members are also allowed to access the e-learning resources through DELNET at the library.
- Assessment of students is done through periodical class tests, objective tests, mid examinations and laboratory tests, etc.
- Based on the assessment, the weak students are provided with remedial classes

6.3.3 Examination and Evaluation

- Each course, both theory, practical, and sessional (including project works) are evaluated for a maximum of 100 marks.
- For all theory, the continuous internal assessment carrying 30 marks subdivided to unit test (15marks), assignment/ quiz/ feedback/ conduct (10 marks) and attendance (5 marks) are done.
- For practical, 40 marks of internal evaluation consists of conduction of laboratory experiment (15 marks), performance in laboratory classes (10 marks), viva voce (10 marks) and attendance (5 marks), respectively.
- For sessional, 100 marks of internal evaluation consists of conduction of experiment, performance in classes, viva voce and attendance respectively.
- The end semester examination shall carry 70 and 60 marks for theory and practical, respectively, as per the University norms.
- At least two assignments are given in each subject by the concerned teachers for evaluation of under the head “Assignment” carrying of 10 marks.

6.3.4 Research and Development

- To achieve academic excellence, a conducive and supportive environment is provided to faculty members to pursue research work.
- Adequate journals, reference books, internet, laboratory facilities are made available and specially provided if required for particular project/research.
- Sponsorships are provided for researchers to visit universities in India for attending Conferences/ Workshops/ QIPs.
- Motivation and guidance is provided to publish research papers in National and International reputed Journals.
- We have Institutional membership with National Digital Library.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Every year new books are chased in central library.
- OPAC (Online Public Access Catalogue) terminal installed in the Reading room for browsing online catalogue. Members can check their issue status, search resources through different search criteria's (i.e. Title, Author, Class No., Subject, words in title/author).
- Institution subscribed/member of e-resources NPTEL, DELNET, NDL.
- Each department has seminar room with LCD projector.
- Common Computer Centre has 60 PCs.
- All computers are connected with LAN and internet

6.3.6 Human Resource Management

In the Institution, assessment of manpower requirement is done routinely. Any requirement is advertised in national dailies and in the institute website, as per the AICTE and the affiliating University norms.

Various welfare scheme, like EPF, Group Mediciclaim Policy for employee and dependent (Spouse and children) have been implemented.

Service Rules for employees have been implemented.

Effective appraisal systems are followed to assess the faculty, TA and Staff performance.

6.3.7 Faculty and Staff recruitment

The Institute believes in strictly following the norms and the guidelines of AICTE, MAKAUT for faculty hiring. The quality of the candidate in his understanding of subject, communication skills and overall personality has been a thrust area of recruitment.

6.3.8 Industry Interaction / Collaboration

The Institute strongly pursues linkage with industry and professional bodies through AMCAT, Co-Cubes, Ardent, TCS and Placement Cell.

The Confederation of Indian Industry (CII) collaborated with OGI in an endeavor to build an interface between academia and industry through a one year student engagement programme. The programme highlights are factory visit, industry experts' visit to the institutions, career counseling and similar career related opportunities.

6.3.9 Admission of Students

Admission of students is carried out strictly as per norms of the AICTE / MAKAUT, followed by WBJEE/JEE (Mains) Entrance, and lateral entry.

6.4 Welfare schemes for

Teaching & Non teaching	<ul style="list-style-type: none">➤ PF➤ Medical Insurance➤ Refreshment➤ Subsidised canteen and transportation facilities➤ Support for up gradation of knowledge through QIP/ conferences/ workshops.➤ Maternity leaves for female staff.➤ Need based interest free festival/personal loan.➤ Medical facilities for all the members within the campus.
Students	Attractive scholarship scheme, Fee waiver and Student concession extended by Indian Railways.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done ☒ Yes ☐ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	By Former Professor of Jadavpur University	Yes	IQAC
Administrative	Yes	By Former Professor of Jadavpur University	Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Conducting examinations and declaration of results are under purview of the MAKAUT. Internal examinations are conducted by the Institute as per schedule and guidelines of the university.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

Alumni meets are organized. Alumni are invited in cultural & technical fests. Alumni are also involved in recruitment programmes.

6.12 Activities and support from the Parent – Teacher Association

Parent –Teacher meetings are conducted. Parents monitor the progress of their sons/daughters.

6.13 Development programmes for support staff

Support staffs are sent to workshop, seminars.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Solar power is introduced partially.
- Gardens are well maintained. Tree plantation is done

Criterion – VII

7. Innovations and Best Practices

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

The institution has been encouraging students and faculty for introducing innovations for enhancement of quality of teaching learning. Some of the activities carried out are given below.

- i) Students Feedback System on teaching learning process was introduced.
- ii) Mentor – Mentee are made for all the students
- iii) Skill development and remedial classes were taken on a regular basis.
- iv) Lectures and interactive sessions with distinguished Faculty members were organized by the Departments.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- i) Expert lectures, Seminars and events conducted for the students.
- ii) College building is equipped with Wi-Fi connectivity.
- iii) Several Students and Faculty members, TA, Staff welfare schemes such as tuition fee waiver scheme, mediclaim policy continue.
- iv) Value Added Training Programs for Civil engineering students in Auto Cad, GIS, for campus placements of students were held.
- v) In order to enhance the quality of teaching learning process, smart classrooms were used.

- 7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Best Practise-I: - Mentor System
Best Practice-II:- Introduction of Academia- industry collaboration programme

**Provide the details in Annexure II*

- 7.4 Contribution to environmental awareness / protection

1. NSS Unit creates awareness of environmental hazards and of the urgent to keep the environment clean green and pollution free.
2. Tree plantations are organized regularly to create clean and green campus.
3. E-waste like computers, printers and laboratory waste are properly disposed.
4. The college has installed solar panels to save electricity.
5. Awareness program is conducted periodically for elaborating the importance of water resource and advised to close the tap water whenever not needed.
6. Energy-Efficient Architecture (ARCH- 801) has been introduced in the curriculum to create awareness among the students regarding the conservation of energy.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:-

1. Environment friendly campus.
2. Sufficiency of class rooms with good quality furniture, smart class rooms, very well equipped laboratories including playground and sports facilities.
3. Qualified, experienced, faculty and staff members
4. The Management encourages and provides facilities for research and higher education for faculty.
5. All other amenities such as canteen, gymnasium, separate common room for boys and girls, medical/first aid room, staff rooms etc.
6. Separate hostel facilities for Boys & Girls.
7. The institute has a fleet of busses for providing Transport facilities for students, faculty and staff members on regular basis.
8. Strong industrial linkage and MoU's with industries.
9. The central and architecture library is a learning resource with adequate number of books of Indian and foreign authors. There are more than several journals of national and international editions including e-journals.
10. The campus' IT infrastructure includes fully networked LAN based (around 350) computing systems backed by Internet connectivity and Wi-Fi.

Weakness:-

1. Lack of departmental collaborations with the industries.
2. Looking for more PhD. Faculty in Engineering.

Opportunities:-

1. Collaborative projects with industries and other govt. Organizations
2. Active Alumni participation
3. Active alumni participation
4. Collaborations for student and faculty exchange programs in India and abroad
5. Encourage entrepreneurship development and skill development
6. Student internship programme in Foreign Universities.

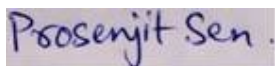
Challenges:-

1. Funded projects and Consultancy.
2. Retention of good faculty and staff members.
3. Domicile issue of St Domicile issue in the admission process

8. **Plans of institution for next year**

- Introduction of B. Tech. course in Electrical Engineering
- Introduction of Diploma in Vocational courses
- Organize Entrepreneur Awareness Camp
- Application to NBA for accreditation of various departments.
- To sign MOU with industries and institutes for students training and higher studies respectively.
- To organize national and international seminars/conferences in the Institute
- To conduct industrial visits for students.
- To achieve higher placement for students in comparison to previous years.
- More students' participation in national /state level/international competition.

Name: **Dr. Prosenjit Sen**



Signature of the Coordinator, IQAC

Name: **Prof. (Dr.) Arup Sinha**



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
OGI	-	OmDayal Group of Institutions

Annexure-I

OMDAYAL GROUP OF INSTITUTIONS

ACADEMIC CALENDAR FOR THE YEAR 2017-18

Odd Semester		For Ensuing New Batch	For Continuing Batch
1	Commencement of Academic Programme	8 th August, 2017	26 th July, 2017
2	Admission activities (<i>for ensuing new students</i>) will be completed by	16 th August, 2017	N.A.
3	Registration activities (for ensuing newly admitted students for the session 2017-18) will be completed by	15 th September, 2017	N.A.
4	First Test Slot	12 th - 14 th October, 2017	12 th - 14 th October, 2017
5	Second Test Slot	14 th - 18 th November, 2017	14 th - 18 th November, 2017
6	Semester Practical Exam	21 st - 30 th November, 2017	21 st - 30 th November, 2017
7	Semester Theory Examinations	5 th - 23 rd December, 2017	6 th - 23 rd December, 2017
8	Inter Semester Break	24 th December, 2017 - 11 th January, 2018	24 th December, 2017 - 11 th January, 2018

Even semester		For continuing batch
1	Commencement of Academic Programme	11 th January, 2018
2	First Test Slot	7 th -14 th March, 2018
3	Second Test Slot	2 nd -8 th May 2018
4	Semester Practical Examination	9 th - 16 th May, 2018
5	Theory Examination	22 nd May – 9 th June, 2018
6	Inter Semester Break	12 th June – 12 th July, 2018
During Inter-Semester Break, Practical Training (where applicable) may be conducted		

Annexure II

Best Practise-I

1. Title of the Practice: Mentor System
2. Objective of the Practice: The main objective of the Mentor System is to ensure that each student is taken care individually in which they can talk to about their academic and personal development and career planning.
3. The context: Mentor system has been introduced for the individual attention of the students. Almost for every 10 students in a class will have a dedicated Mentor. The Mentor looks after the academic and personal development of the students. Mentor involves providing academic advice and support to the student across the programme of study and reviewing wider academic progress continually.

Mentor provides an academic reference to expert services with regards to study, industrial readiness and placements or further study. Their support extends to provide a listening ear for problems, both personal and academic. This system provides an excellent chance for a strong rapport to develop between mentor and student.
4. The Practice: For a group of 10 to 15 students there is one faculty member as the mentor, who can provide guidance, support and resources to the students, where appropriate, schedules, suggested agendas and checklists to maximize consistency in the student experience of personal tutoring in a Class. Senior Faculties are expected to coordinate and share practice with colleagues in similar roles and to provide updates suggestions as well as additional sources of support and guidance to other Faculty members in the management of more complex cases such as those involving disciplinary and fitness to study procedures.
5. Evidence of success: Whenever a student's academic progress is affected due to personal or other circumstances they will discuss the issue with their mentor in order to resolve the issue.

Best Practice-II

1. Title of the Practice: Introduction of Academia- industry collaboration programme.
2. Objective of the Practice: - In order to make the students familiar with industrial environment as well as to give the students industry exposure the college has introduced the Academia-industry collaboration programme.
3. The context: - Collaboration between colleges and industries is critical for skills development (education and training), the generation, acquisition, and adoption of knowledge (innovation and technology transfer), and the promotion of entrepreneurship (start-ups and spin-offs). The goal of the practice is to enable both industry and the college to sustain growth in their areas.
4. The Practice: - The college authority signed a Memorandum of Understanding with Confederation of Indian Industry, Eastern Region (CII ER) to conduct the activities related to Academia- industry collaboration. Several activities like industry captain visit, interview preparation, interactive IT learning session, factory visit etc. are the part of the programme.
5. Evidence of success: - The students have shown a positive response towards the programme. In near future there is a good scope for the students of working together with industrial researchers which can provide them the possibility to knowledge sharing, that can stimulate the development of new collaborative research projects.

Annexure – III

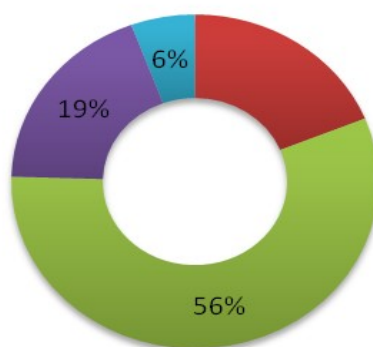
Feedback Analysis

Alumni Feedback

Feedback	Student Count
Below Standard	0
Average	10
Good	30
Very Good	10
Excellent	3
Total Student Count	53

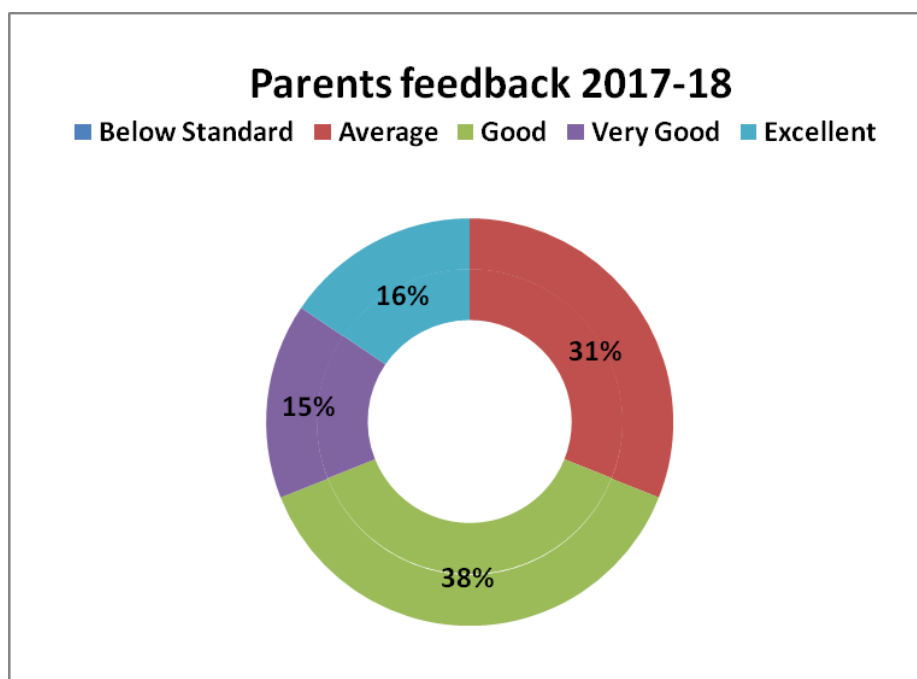
Alumni Feedback 2017-18

■ Below Standard
 ■ Average
 ■ Good
 ■ Very Good
 ■ Excellent



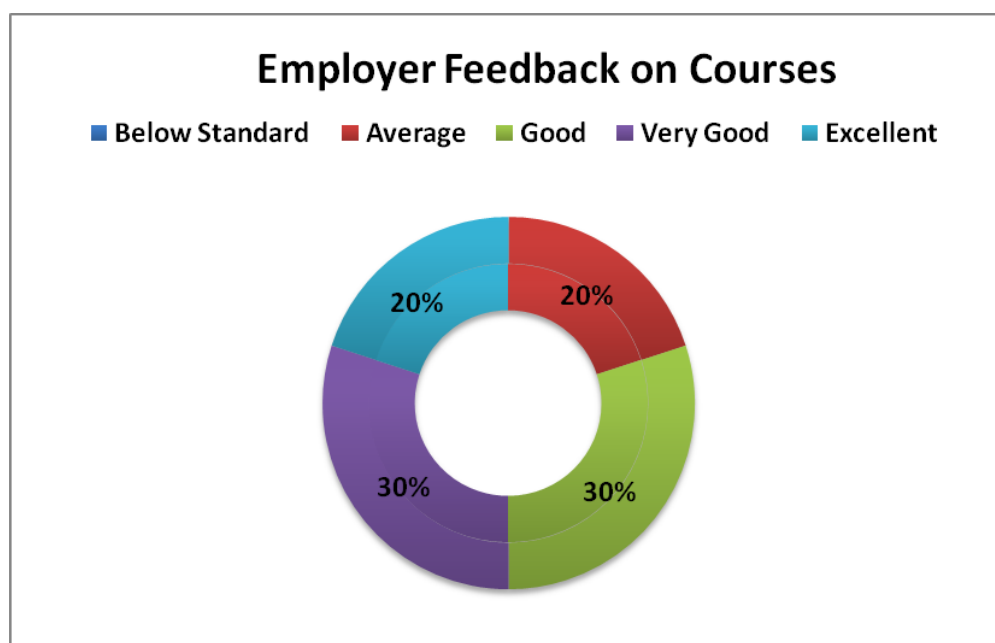
Parents' Feedback

Feedback	Student Count
Below Standard	0
Average	18
Good	22
Very Good	9
Excellent	9
Total Student Count	58

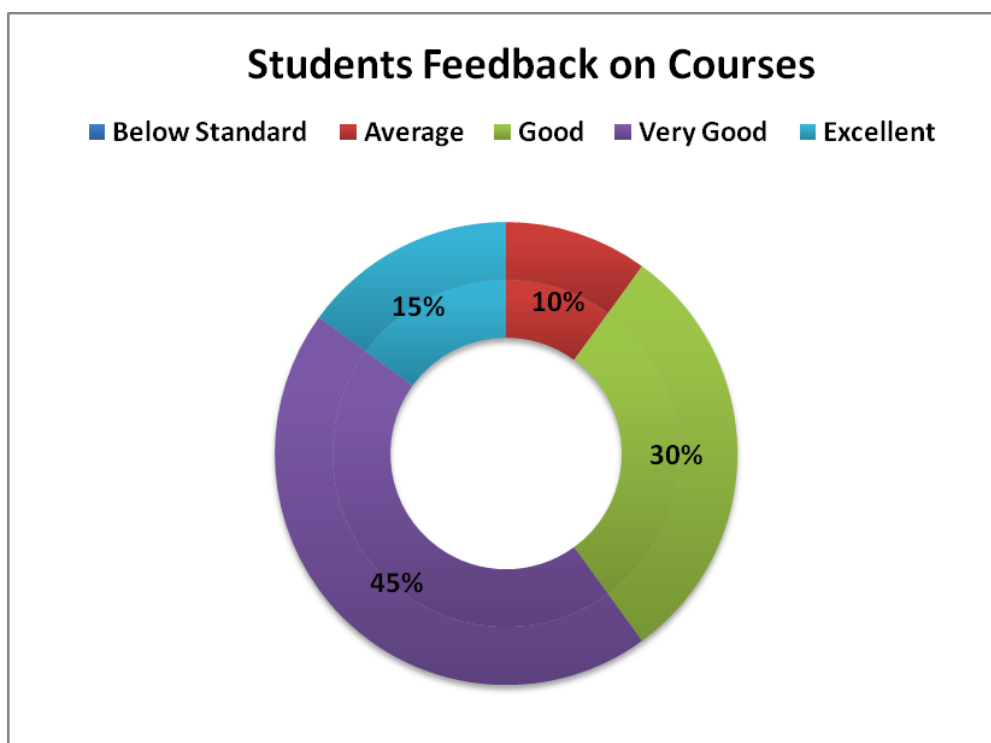


Employer's Feedback

Feedback	Student Count
Below Standard	0
Average	2
Good	3
Very Good	3
Excellent	2
Total Student Count	10



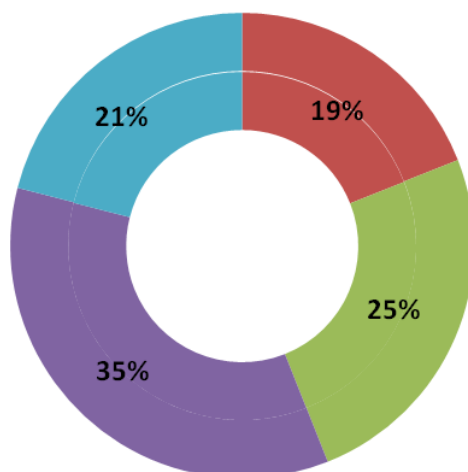
Sample Students Feedback



Feedback	Student Count
Below Standard	0
Average	10
Good	30
Very Good	45
Excellent	15
Total Student Count	100

Students feedback on Library

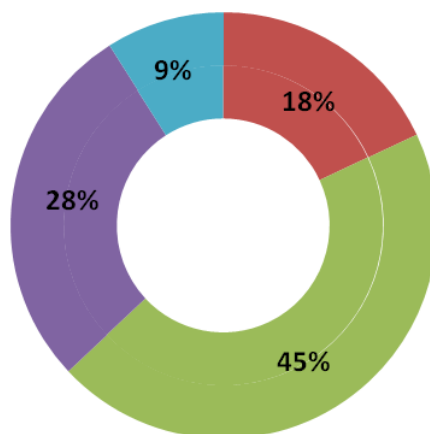
■ Below Standard ■ Average ■ Good ■ Very Good ■ Excellent



Feedback	Student Count
Below Standard	0
Average	19
Good	25
Very Good	35
Excellent	21
Total Student Count	100

Students feedback on Adminstration

■ Below Standard ■ Average ■ Good ■ Very Good ■ Excellent



Feedback	Student Count
Below Standard	0
Average	18
Good	45
Very Good	28
Excellent	9
Total Student Count	100