YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	ST.MARTIN'S ENGINEERING COLLEGE
• Name of the Head of the institution	Dr. P. SANTOSH KUMAR PATRA
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7997267788
• Mobile no	9000444578
• Registered e-mail	principal@smec.ac.in
• Alternate e-mail	drpskpatra@gmail.com
• Address	St.Martin's Engineering College Sy. No.98 & 100,Dhulapally Road, Dhulapally, Near Kompally, Secunderabad-500100 Telangana, India.
• City/Town	SECUNDERABAD
• State/UT	Telangana
• Pin Code	500100
2.Institutional status	
• Affiliated /Constituent	Autonomous College
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Jawaharlal Nehru Technological University, Hyderabad**
• Name of the IQAC Coordinator	**Dr.S.V.S.Rama Krishnam Raju**
• Phone No.	**8309141486**
• Alternate phone No.	**9703050004**
• Mobile	**8309141486**
• IQAC e-mail address	**deanacademics@smec.ac.in**
• Alternate Email address	**hodmech@smec.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.smec.ac.in//Academics/Iqacssr
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.smec.ac.in//Examinationnotifications/academicCalendarau

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A+**	**3.26**	**2019**	**01/05/2019**	**30/04/2024**

6.Date of Establishment of IQAC	**14/08/2013**

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
St. Martin's Engineering College	UGC PARAMARSH	UGC	11/09/2019	2812000
St. Martin's Engineering College	MSME INCUBATION	MSME	30/04/2020	1500000
St. Martin's Engineering College	GHMC 3RD PARTY CONSULTANCY	Greater Hyderabad Municipal Corporation (GHMC)	20/03/2019	4440000000
St. Martin's Engineering College	3RD PARTY QUALITY CONTROL AND QUALITY ASSURANCE OF WORKS AND TESTING OF MATERIALS	HMWSSB	01/03/2021	15000000000
St. Martin's Engineering College, Dept of CSE	AICTE SPONSPORED STTP	AICTE	11/03/2021	358333
St. Martin's Engineering College, Dept. of ECE	ATAL FDP	ATAL	25/08/2020	93000
St. Martin's Engineering College, Dept of Mechanical	AICTE-ISTE Induction Program	AICTE-ISTE	20/07/2020	279000
St. Martin's Engineering College	NIELIT	National Institute of Electronics and Information Technology	07/07/2022	2974000

		(NIELIT, Chennai, Govt. of India)		
St. Martin's Engineering College	AICTE SPICES	AICTE	10/09/2021	100000
St. Martin's Engineering College	MSME INCUBATION	MSME 1.0 Idea Hackthon	2022	1500000
St. Martin's Engineering College	MSME INCUBATION	MSME 2.0 Idea Hackthon	2022	2000000

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	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• 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	
• If yes, mention the amount		

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

National Board of Accreditation (NBA) for all Undergraduate Courses (UG)

Achieved National Institute Ranking Framework (NIRF) Innovation Ranking under the band of 51-100

| Achieved 4 star rating in Institution's Innovation Council (IIC) |
| UGC Paramarsh |
| Achievement of MSME Idea Hackathon |
| Achievement of "AICTE Happiness Award" |

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
Conduction of Energy Audit	Conducted during 18th August 2022 to 19th August 2022 and the substantial savings energy have been recorded with the implementation of Energy Conservation Methods
Sensitizing faculty to Research	The number of Research Proposals/Projects and Consultancies has been remarkably increased.
Conduction of Green Audit	Conducted during 6th Sept 2022 to 7th Sept 2022. The percentage of green belt in the institute is increased by planting additional trees. This activity is inline with the 'Harithaharam' movement launched by Telangana State Government

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	24/01/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	25/02/2022

15. Multidisciplinary / interdisciplinary

St. Martin's Engineering College (SMEC) encourages the Multidciplinary/ interdisciplinary research. SMEC has dedicated R&D division which encourages all the faculty and students for performing research in interdisciplinary fields. Some of the innovative technologies invented in interdisciplinary fields are:

1. Wall Climbing Robot

2. Epoxy 3D Printer

3. Ripped Fruit Plucking Robot.

4. IOT Based Invigilation Robot.

5. Humanoid Robot

6. AI based Intelligent Autonomous 6 leg Robot

7. Robotic Arm Control using FPGA

8. Intelligent Robotic Dog.

9. Plastic Bricks and Pavement Blocks

10. Biped Walking Robot and many more

SMEC encourages and allocate funds for the interdisciplinary field research. Lot of sessions like Guest Lectures, Workshops, FDPs, STTPs are conducted to motivate the students and the faculty for performing the research in interdisciplinary fields.

16. Academic bank of credits (ABC):

In the view of National Educational Policy (NEP) 2020, Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), in the sense, NAD is the backbone of ABC, where the students' academic data are held and academic awards are stored (i.e. storehouse of academic awards). SMEC are in the process of implementation of Academic Bank of Credits. As the insitute is under affliated to JNTUH, SMEC will collabate with the affliated university for implementing the Academic Bank of Credits.

17.Skill development:

St. Martin's Engineering College (SMEC) focuses on skill development for the students. Many intitatives have been implemented for developing the skill set of the students and faculty. In the acedamic year 2022-23, more than 100 technical events like Guest Lectures, Seminars, Workshops, Industrial Visits, Technovations etc. are organized for showcasing and improving the Skill set of the students. The insitution also incorporates Micro, Mini and Major Projects are develpoing the technical knowledge skill set of the students apart from their subjects. SMEC has taken a step head regarding Skill develoment of students who are studying in 10th, intermediate in the schools. SMEC has got approval for the AICTE intitiation "Kaushal Augmentation and Restructuring Mission of AICTE" (KARMA) under model 3 category. Under AICTE KARMA scheme the institute develops the skill of students studying 10th and intermediate of various schools in the domains of Computer Technical Support, Graphics Designer, Photo Editor,Magazine and Newspaper Designer etc.

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

Currently institute is not impelenting Indian Language or local languages teaching. However, based on the situations teaching in the indian or local languages can be inititated.

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

1. Outcome Based Education (OBE) is implemented in St.Martin's Engineering College (SMEC) to give emphasis on what is expected from the students when they finish their course in the form of Course Outcomes.

2. In line with Course Outcomes, Program Specific Outcomes (PSOs) and Program Outcomes (POs) are then attained to measure the performance of the students.

3. The OBE education is mandatory in all regulating bodies like NBA, NAAC and other Accreditation Committees

4. A set of Program Outcomes are given by the NBA to be followed by all the institutions.

5. Keeping all the Program Outcomes in mind every department prepares its Program Specific Outcomes.

6. Based on the Program Outcomes and Program Specific Outcomes, the faculty of all departments then prepares the Course Outcomes for all the courses offered.

7. Every Department of the Institution publishes its Program Specific Outcomes (PSOs) along with the Program Outcomes (POs) given by NBA and Course Outcomes (COs) of all its courses in the college website (SMEC-Educational Objectives &Outcomes).

8. POs and PSOs are displayed in Staff rooms, Offices of Heads of Departments , all the classrooms, corridors and laboratories.

9. Students and staff are made aware of these through various meetings, classroom teaching, lab experiment, and interaction sessions.

10. Program Outcomes (POs) and Program specific Outcomes (PSOs) are discussed in student induction program, to get clear idea of what they are going to learn.

20.Distance education/online education:

Currently the instittution is not serving Distance education/online eduction.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	532

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	4356

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	540

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	**943**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**305**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**220**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**81**
Total number of Classrooms and Seminar halls	

4.2	**1647.58096**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**2373**
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

SMEC has effective procedure for the curriculum delivery. Before handling any subject, the faculty prepares the course file and verified by the subject expert and then HODs verification. The verified course file will be approved by Academic audit committee (AAC) member and Dean of Academics. At the final level the principal attest the course file. The college has the practice of preparing session planning, clearly defined program outcomes, program specific outcomes and course outcomes which are mapped so as to evaluate the students in terms of attainment of Graduate attributes and Learning Outcomes which are incorporated in course file. The course file contains 34 parameters session planner, lecture notes, assignment questions, Previous year question papers, time table, target for the result, weak student lists, CO PO mapping and attainments etc. The most important parameter is the pre delivery talk, in which the faculty has to attend a predelivery session infornt of the HOD and senior faculty panel of the concenred departmen tbefore handling the first class. On the approval of the HOD, the faculty can handle the concerned subject for that particular semester.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.smec.ac.in//Examinationnotifications/academicCalendarau

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

SMEC has a very robust process for the preparation and adherence of the Academic calendar. The institution prepares the academic calendar every year in advance. The coverage of the academic calendar covers the list of examination dates, seminars, conferences, guest lectures, workshops and industrial visits holidays, vacation dates, festivals, etc. The academic calendar provides the total effective working days available in a given semester.Then based on the calendar, the HOD's in consultation with the Principal prepare the timetable by correlating the working days available and coverage of the curriculum of the subjects. Thus the academic calendar monitors the effective delivery of the program with academic inputs. The calendar is made available to the students

before the commencement of classwork. The academic calendar is displayed on all the department notice boards and is made available on the website. The academic activities within the institution are strictly adhering to the calendar events. All the examinations are being conducted as per the Academic Calendar.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.smec.ac.in//Examinationnotifications/academicCalendarau

1.1.3 - Teachers of the Institution participate in A. All of the above **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**

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

1.2 - Academic Flexibility

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

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
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)

46

File Description	Documents
Any additional information	**No File Uploaded**
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

911

File Description	Documents
Any additional information	**No File Uploaded**
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

In order to combine the cross-cutting issues like gender sensitization, Environment Sustainability, Human Values and Professional Ethics, at SMEC, students are nurtured to develop other attributes, like gender equity and sustainability at academics.

Gender Sensitization: The institution has a responsibility to build

gender sensitivity among the students and staff. The value of gender equity needs to be integrated in the learning process through curriculum.

Environment Sustainability: At SMEC, awareness programs are initiated by NSS with extensively carried out activities to support environmental protection and ecological preservation. Eco Club conducts Awareness programs such as 'say no to plastic', 'walk more drive less' and 'save earth'.

Human Values and Professional Ethics:

We are undoubtedly living in a developed world. Modern technologies are affecting human values and professional ethics. Subject titled 'Human Values and Professional Ethics' is introduced for B.Tech students, so that they can imbibe and practice human values.

Industrial Property Rights Intellectual property plays an important role in providing a competitive edge to an organization. The intangible assets of an organization - such as knowhow, inventions, brands, designs and other creative and innovative products - are, today, often more valuable than its physical assets.

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

3

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	View File
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

3159

File Description	Documents
Any additional information	**No File Uploaded**
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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.smec.ac.in//Academics/anlysis
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	**No File Uploaded**

1.4.2 - Feedback process of the Institution may   **A. Feedback collected, analyzed**

be classified as follows   **and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.smec.ac.in//Academics/anlysis

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

1075

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

726

File Description	Documents
Any additional information	**No File Uploaded**
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

The students are divided into two categories – slow learners and advanced learners. The criterion for categorizing into slow learners and Advanced Learners.

At Entry level, the college organizes a 21-day Induction Program for the new incoming batch students every year. The program helps the students to get familiar with the Institution, curricular and co-curricular activities, facilities, rules and regulations of the University and Institution. A special test is conducted for the first year students after admission and categorized as under: Slow Learners: Less than 20 marks out of 50 marks. Advanced Learners: Above 20 out of 50 marks.

For II/III/IV Year Students the slow and advanced learners are identified as per the Mid (Internal) exam conducted for the II/III/IV year students, they are categorized as under: Slow Learners: Less than 16 Marks out of 30 marks Advanced Learners: Above 16 Marks out of 30 marks.

Special programs like Remedial classes are conducted beyond the college hours (i.e. 3:50 pm to 4:30 pm),Weekly Test /Slip Test Classroom Interactions are conducted for slow leaners. Advanced Learners are encouraged to be members of professional bodies like IEI, IEEE, ISTE, CSI, ACM, IETE, ISTE, SAE, and IWE under which various technical events are organized Various clubs/Technical associations like STAC, BETA, ECTA, TAIT, and META are formed for conducting various activities.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Departmentssidebar/computerTechnicalassociation
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
4356	**305**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The college focuses on imparting technical knowledge which enhances critical thinking and gives scope for creative imagination among students so that when they grow up they become responsible citizen of the country. The Institute follows the student centric methods that are used for enhancing the learning experiences of students to implement Outcome Based Education (OBE) such as Experiential learning, Participative learning and Problem solving methodologies.

Experiential Learning: The students are provided with the following types of learning mechanisms to improve experiential performance Additional Lab Experiments / Content Beyond Syllabus.

Library E-Resources:

Library is committed to providing quality service and an excellent collection of materials to support the mission, goals, educational, and research needs of students, staff, faculty, and administration, users and in support of the College's diverse curriculum. A Timetable is allocated in Institution academic calendar for the students to access the library during college hours.

Industrial Visits: Two industrial visits per year are planned to provide industrial exposure and hands on experience with practical implementation on the latest technologies which empower the students to meet the industry requirements.

Student Internships: Students are also encouraged to undergo internships during academic semester breaks in relevant industries. This allows them to gain practical experience of the technology and environment which enhances their career skills.

Placement Related Learning : Placement training is important for engineering students to enhance their employability skills and achieve good placement in various Industries.

Technical Activities : The Institution organizes various technical activities to enhance the learning skills of students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://www.smec.ac.in//Library

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

maximum of 200 words

ICT is defined as a "diverse set of technological tools and resources used to communicate, and to create, disseminate, store, and manage information.". These technologies include computers, the Internet, broadcasting technologies (radio and television), and telephones.The use of ICT enabled teaching methods added value to teaching and learning, by enhancing the effectiveness of learning. It added a dimension to learning that was not previously available. After the inception of ICT methods, students found learning in a technology enhanced environment more stimulating and engaging than in a traditional classroom environment. The Institution has 81 ICT enabled classrooms including 10 smart class rooms. The institution implemented the following ICT tools and resources in teaching learning process. All the classrooms are eneabled with LCD Projectors, Laptop with LCD Projectors, Computers, IRIS. The smart classrooms are enabled with smart boards, Youtube videos, Podium wth inbuilt PA systems, Internet connectivity. The smart boards in the smart classrooms are designed in such a way that the faculty can split the board into 4 parts where the faculty can play a video, project PPT and can write the mathematical formulae at one single time. The faculty uses the Swayam and MOOCS courses for teaching the students the content beyond syllabus and additional lab experiments. Apart from these, the institute has Seminar hall and Auditorium of together thousand capacity and with ICT Facilities for conducting Guest Lectures and Workshops. The library has e-learning resources where the student can access various journals for his/her research work.

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

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

156

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

305

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

55

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

962

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 following Mechanisms are adopted and implemented by an examination committee which is constituted at institute level for the internal assessment which is Transparent and robust in terms of frequency and variety.

Mechanism of Summative Assessment

1. Internal Assessment is done twice in a semester for the students in terms of theory, practical and assignments scheduled as per the academic calender.

2. Two sets of Question papers are prepared by applying BTL and also mapping the questions with Course outcomes which are submitted to the examination department after the HOD and DAC committee approval.

3. The chief superintendent of the examination department can select any one set of question paper and issue the same.

4. After Evaluation the answer scripts are given to students after the completion of evaluation for verification of the marks.

5. The project works are scheduled into three cateogories, industry oriented mini project, project stage - I and project stage - II.

6. For the Assessment of projects, a PRC is formed constituting HOD, Project Coordinator and two senior faculty members and a PRC meet is conducted to finalize the project proposals and guides are allotted as per the project domain.

7. The project assessment is done by conducting four PRC meets at different phases such as Analysis, Design, Implementation & Deployment to meet the requirements and the same are displayed on the notice board after every PRC meet.

8. Comprehensive viva-voce for the projects is assessed by the external examiner.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.smec.ac.in//Examinationnotificat ions/examinations

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

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

At the Institute level, an examination related Grievance Committee is constituted, with a senior teacher as convener and other teaching staff as members to handle the examination related grievances in transparent, time-bound and efficient student grievances with respect to the evaluation.

Redressal of Grievances levels are as follows:

The examination branch of the college is a confidential section with the responsibility of smooth conduct of examinations for all the courses and maintenance of student records. Conduction of all examinations is the main activity cell. The Controller of Examinations coordinates with the Principal in regards to all examination matters.

1. Students should be aware of the time tables for academics, internal examinations and general instructions.

2. The above said grievances are addressed by communicating to all the students of various departments and faculty members through college notice board one week before the commencement.

3. After the evaluation, students are allowed to verify their answer scripts to know their performance in the test.

4. If any grievances, the students are allowed to bring in to the notice of respective faculty members as well as HOD and can be resolved within 2 days which reflects the transparency and time

bound mechanism adopted in the system of assessment.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.smec.ac.in//Examinationnotifications/examinations

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.

Preparation and Dissemination of Program Outcomes, Program Specific Outcomes and Course Outcomes

1.Outcome Based Education (OBE) is implemented in St.Martin's Engineering College (SMEC) to give emphasis on what is expected from the students when they finish their course in the form of Course Outcomes.

2.In line with Course Outcomes, Program Specific Outcomes (PSOs) and Program Outcomes (POs) are then attained to measure the performance of the students.

3.A set of Program Outcomes are given by the NBA to be followed by all the institutions.

4.Keeping all the Program Outcomes in mind every department prepares its Program Specific Outcomes.

5.Based on the Program Outcomes and Program Specific Outcomes, the faculty of all departments then prepares the Course Outcomes for all the courses offered.

Mechanism for Communicating Program Outcomes, Program Specific Outcomes and Course Outcomes to Teachers and Students

1.Every Department of the Institution publishes its Program Specific Outcomes (PSOs) along with the Program Outcomes (POs) given by AICTE and Course Outcomes (COs) of all its courses in the college website (SMEC-Educational Objectives &Outcomes).

2 POs and PSOs are displayed in Staff rooms, Offices of Heads of Departments , all the classrooms, corridors and laboratories.

3.CO is displayed in display boards of laboratories and students are made to write the COs in their class notebooks of the respective course.

4.Program Outcomes (POs) and Program specific Outcomes (PSOs) are discussed in student induction program, to get clear idea of what they are going to learn.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.smec.ac.in//Departmentssidebar/computerPeo
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The procedure for evaluating the attainments of Program Outcomes, Program Specific Outcomes and Course Outcomes The attainment of Program Outcomes and Program Specific Outcomes is evaluated by taking 80 % of the Direct Assessment and 20 % of the Indirect Assessment. Whereas the Course Outcomes are evaluated based on Direct Assessment only.

Procedure for Attainment through Direct Assessment (80%):

1.A meeting is conducted in the individual departments where faculty are requested to map the relation between the Course Outcomes (COs) and Program Outcomes (POs)/Program Specific Outcomes (PSOs) based on the below given conditions: If the concept of CO is matched.

2.80% or more with the concept of PO's (or) PSO's, it's mentioned as level 3 (Highly Related)

3.In between 60% to 80% with the concept of PO's (or) PSO's,it's mentioned as level 2 (Moderately Related).

4.Less than 60% with the concept of PO's (or) PSO's, it's mentioned as level 1 (Slightly Related)

5.Direct Assessment Tools:

Internal Assessment (Conducted at Institution Level for 30 marks).

Semester Examination (Conducted at End SemesterLevel for 70marks).Internal assessment and University Examination results serve as an input for calculating attainments of all the outcomes.

Procedure for Attainment through Indirect Assessment (20%):

1.This indirect assessment contains feedback from various stakeholders such as alumni, parents, students, faculty and employer along with survey.

The final PO and PSO attainment are calculated by adding 80% of Direct Assessment and 20% of Indirect Assessment.

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

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

898

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	**No File Uploaded**
Paste link for the annual report	https://www.smec.ac.in//Examinationnotifications/examinations

2.7 - Student Satisfaction Survey

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

https://www.smec.ac.in//Academics/iqacsss

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)

351.89

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)	View File

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

5

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

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

6

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://www.smec.ac.in//research/research

3.2 - Innovation Ecosystem

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

Innovation Ecosystem: SMEC Faculty and students nurture innovation ecosystems, to systematically cultivate research environments with following functions and facilities. These functions are facilitated by different organs, Incubation centre, Entrepreneurship Development Cell etc.

Facilities in SMEC Software used for research CATIA, Hyper works ANSYS. Metallurgical microscope equipped with microscope camera and metallurgical image analysis software Stand Pro for designing of building, bridges and roads, CAD, Arc GISKeil software for designing and developing embedded system GNU/JDK 1.8, Netbeans, J2EE, Latex, GNU/Ubuntu Operating Open office, GCC, Filezilla,GNU/Ubuntu Operating System, GCC, Weka, R-language, GNU/Ubuntu Operating System, GCC, Android studio, GNU/Ubuntu Operating System, GCC, Arduino, Raspberry-pi.

R& D Cell The Institute has a dedicated Research and Development Cell. R&D cell functions with its ally Incubation Center, EDC, IPR Cell, and Start-up with departmental labs. The quality of research publications is maintained using Drillbit software.

Entrepreneurship Development Cell

Entrepreneurship Development Cell aims for the overall development of the Entrepreneurial skills and abilities among the student fraternity. Awareness program, Seminars, Skill development program has been organized under the Cell.SMEC students started receiving international awards and funding (4000 USD) from George Mason University Virginia, USA for our best start up.

Incubation Facilties The institution has different incubation facilities like

1.MSME Business Incubation (HI)

2.Nirman Incubation

3.Frontline Electronic Engineer's Incubation Unit(FEIU)

4.Tesla Incubation Unit

5.Charles Babbage Incubation Center

6.Internet of Things (IOT) Incubation Center

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//research/research

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

32

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

6

File Description	Documents
URL to the research page on HEI website	https://www.smec.ac.in//research/research
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

296

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

793

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

St.Martin's Engineering College has following student organizations

The National Service Scheme' Unit of St. Martin's Engineering

College organizes Blood donation camp yearly in association with Indian Red Cross Society of Hyderabad and could donate 250-300 Units of Blood. Students could understand the importance of blood donation, coordination skills, inter personal skills and camaraderie with this event.

National Cadet Corps - Boys and Girl students wing of SMEC learns to defend nation from enemy and natural Calamities.

SMEC Street Cause volunteers learn to serve human with charity activities such as Raksha Bandhan, Distribution of clothes, blankets, medicine, books, food and rice bags to the needy people.

Under Swachh Bharat event, Shramdan in various places of SMEC and Dhulapally village were taken up by different teams of students and teachers, promoting mission Swachh Bharat. Due to this event Students could understand the importance of maintaining clean community.

Our Eco Cell organized events 'Distribution of clay idols' on the eve of Ganesh Chathurthi and a Campaign to educate people to avoid plastic bags created awareness among students to use eco friendly products.

Efforts for Establishment of Real Freedom Volunteers students of SMEC visit regularly Government School, Dhulapally, imparting basics of Computer knowledge, creating technical awareness thus improving their communication skills and contributing to Digital India Vision of our honorable Prime Minister.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//commitee/ncc
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

46

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
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

123

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the 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

4136

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

261

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

15

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

SMEC provides adequate facilities as per the regulatory requirements of AICTE and JNTUH. The management has a positive approach towards creation and enhancement of infrastructure of the Institution by allocating funds at the beginning of the financial year. The college provides the following facilities

Infrastructure, ICT classrooms and Laboratories: The Institution is poised on a 17 acre campus with 23968 sq.mts built up area, centrally located in the City of Secunderabad. The institution has excellent infrastructure facilities like 81 ICT enabled classrooms, 10 smart classrooms, 17 tutorial halls and 88 well equipped labs.

Seminar Halls : The Institution has six (6) Seminar Halls. These halls are regularly used for conducting seminars at state and national levels.

Auditorium : A spacious auditorium is located in Dr.A.P.J.Abdul Kalam block with a seating capacity of 1300 and equipped with LCD projector, screen and sound system etc.

Computing Equipment: Total number of computers available in college is 1752 following the AICTE norms.

Internet and Wi-Fi 1000 Mbps dedicated broadband and 70 Mbps leased line Internet facilities. The institution is completely Wi-Fi enabled. The campus is under video surveillance with 340 CC cameras.

Hostels SMEC has hostel facility for boys and girls located in college campus. SMEC boys and girls capacity is 250 each which are constructedseperately.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall

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 quality physical education programmes, which are needed to increase the physical competence, health-related fitness, self-responsibility, and enjoyment.

The following Indoor and Outdoor facilities are available in Campus

Indoor facilities:

1. Chess Boards - 17

2.Caroms Boards-8

3.Gym with Imported equipment

4.Table Tennis Tables-6

5.Yoga Center-1

6.Outdoor facilities:

1.Cricket -1

2.Volley Ball-3

3.Synthetic floor Basket Ball court-2

4.Hand Ball-1

5.Badminton-1

6.Throw Ball-1

7. Kabaddi-1

8. Kho-Kho-1

9. Long Jump-1

10.Athletic Track-400 meters

11.Football-1

17. Open Gym-1

Gymnasium: An exclusive Gymnasium is available for the students and staff at Sports complex. It provides an arena for the body builders and the students who wish to keep their body fit. In the view of pandemic the institution has opened open gym with advanced equipment for the staff and students.

Yoga An exclusive Yoga facility is provided with a dedicated yoga teacher for training both the students and staff. Practicing yoga creates mental clarity and calmness, increases body awareness, relieves chronic stress patterns, relaxes the mind, centers attention, and sharpens concentration. Since 2015 every year on June 21st, the International Day of Yoga is celebrated,in which all the

students and staff proactively participate. Best performers are rewarded to encourage active participation and promote wide scale participation of various stakeholders.

Infrastructure for Cultural activities:

The College has adequate facilities for cultural activities

1.Auditorium.

2. Amphitheatre & Hippodrome

3. Vivekananda seminar hall

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//sports/sports

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

81

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall
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)

1647.58096

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)

Integrated Library Management System (ILMS) is an application Software that comprises the procedures and Instructions which enable computer systems to do what the user requires.

The following software versions are being used by SMEC:

1.Instroplus

2. New Gen lib 3.1.2

3. SMEC ILMS Version-7.2

SMEC ILMS: SMEC ILMS is In house developed software developed by our internal staff members, which is linked to kiosks Automated machine which helps to issue & return the books.

SMEC ILMS provides acquisition, cataloguing, circulation, and serial control modules.

Circulation module consists of books issue, return, and reserve options.

OPAC Module: Library collection can be browsed / searched on Intranet.

Digital Library The library is automated using advanced computer systems. The Digital Library is provided with HP Prolient – 330G6 with 2TB storage.

Links for e-resourcesavailable are

1.NPTEL video lectures http://172.16.11.223/

2.e- journals and e-books

DELNET : http://164.100.247.30/

IEEE : https://ieeexplore.ieee.org/Xplore/home.jsp

J-GATE: https://jgateplus.com/home/

ASME: http://asmedigitalcollection.asme.org/

ASCE: https://ascelibrary.org/journals/all_journals_titles

1.Rare books : http://smec.ac.in//Library/servicesOffered

2.Open Public Access Catalogue (OPAC)

http://119.235.48.134/opac/

Besides the College have books for Competitive examinations, Personal Development, and Question Bank facility. Separate staking racks are maintained for Books, Magazines, Journals, and Newspapers.

Timings Academic working day : 8:00 AM to 5:00 PM Vacation period : 9:30 AM to 4:30 PM

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.smec.ac.in//Library

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   **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

17.41

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[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

276

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

St. Marin's Engineering College yearly upgrades the IT infrastructure by replacing the old computers and peripherals depending upon the requirements as per the norms.

Frequency of Update:

A.Y. 2022-23: 900 new computers of Lenova Think Center 12th Generation computers were purchased.

A. Y. 2021-22: 958 new computers of Lenova Think Center 12th Generation computers were purchased.

A.Y. 2020-21: 350 new computers of Dell Vostro3268 11th Generation computers were purchased.

A.Y. 2019-20: 276 new computers of Dell Vostro3268 7th Generation computers were purchased.

A.Y. 2018-19: 180 new computers of Dell Vostro3268 7th Generation computers were purchased.

The total numbers of computers presently available are 2373. All these computers are connected to LAN.

Internet & Wifi The Campus is provided with 1000 Mbps broadband high-speed internet and the leased line provides 70 Mbps speed.

In A Y 2022-23the wi-fi facility is made available to each corner of the organisation with optimum speed along with hostels.

The college has more than 20 Wi-Fi hotspots with extenders provided to cover the wireless range throughout the college.

Extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students is ensured in the College. The sonic Firewall has been deployed for handling enhanced load on network and applications, catering to academic and administrative processes, thereby providing a secure campus network. The college provides advance library web broadband office for the arrangement for the use of ICT resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall

4.3.2 - Number of Computers

2373

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

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)

`197.68`

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.

`In SMEC all the Departments and various functioning units of the college are provided with the required infrastructure facilities like class rooms, faculty rooms, girls waiting halls, laboratories etc.`

`Laboratory: The laboratories in the college are furnished according to the prescribed statutory rules. Necessary equipment and material is procured to deliver to the students the best standards of education.`

`Utilization: With respect to the time table, the students conduct experiments in their assigned labs with assistance and supervision of the lab-in-charges and lab technicians.`

Class room: A conductive environment plays a pivotal role in the performance of students. Therefore, it becomes extremely necessary to provide them with ambience that is, comfortable, peaceful and spacious. The college takes necessary steps to make this possible.

Utilization: Before the commencement of the academic year, based on the intake of students, heads of departments propound the requirement of classrooms to the Principal.The classroom allocation is done by the HOD in the concerned department building.

Sports: A sports committee is created to handle the concerns and issues related to sports. This committee consists of students along with the concerned faculty.

Utilization: Students are permitted to play only during the sports hours and after college hours, to practice for any competition.Separate bus facility is provided for the students who practice after college hours

Library Procurement of learning resources: The librarian recommends the list of learning resources to be procured and these are utilised by the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall

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

1089

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

69

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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	https://www.smec.ac.in//Galleries
Any additional information	**No File Uploaded**
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

912

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

1184

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

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

835

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

49

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	View File

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

62

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)	View File

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.

70

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)	[View File](#)

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)

The student council is named as Sensational Engineering Student Association (SESA), which consists of advanced learners from each Department. The students are included in SESA on selection basis

The roles and responsibilities of student council in academic and administrative bodies are:

1.To express their opinion to the administrative bodies of the Institution.

2. To promote and encourage the involvement of students organizing College activities.

3.To consult students on any issue of importance.

4.To propose activities to the college administration that would improve the quality of life in the college.

5.To actively involve in extra-curricular activities like Plantation, Swachh Bharat mission, Sports and Cultural events.

The institution has 22 academic and administrative Committees in which student Council is involved:

1.Grievances and Redressal Committee (Students).

2.SC/ST Committee (Equal Opportunities Committee).

3.Placement and Training Committee.

4.NSS and Medical Facilities Committee.

5.Library and Professional Societies Committee.

6.Entrepreneurship Development Committee

7.Disciplinary Committee.

8.Computer Center Committee.

9.Canteen Committee.

10.Anti-ragging Committee.

11.Alumni Committee.

12.Women Empowerment & Prevention of Sexual Harassment.

13.Transport Committee.

14.Students Welfare and extracurricular activities Committee.

15.Sports and games committee.

16.Hostel Committee.

17.Eco Club.

18.NCC.

19.Health Club/Center.

20.Cultural Committee.

21.Website/ IT/ ICT Committee.

22.Publication Committee.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Council
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

30

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

St. Martin's Engineering College established in the year 2002, has a standing of 21 years and has at credit more than 1800 alumni as its proud ambassadors.These ambassadors participate in nation building in various domains. The Alumni of SMEC, who are chiselled as per the Vision and Mission of the Institution are a great contribution to the society. SMEC has Alumni Association of the College called 'DISHA' was functional since 2008. However, the Association has been registered with '1684 of 2018' registration number in the year 2018.

The 'Alumni Meet' is conducted twice in a year, where the alumni from all the Departments gather under one roof .The alumni students share all their experiences from campus life to career life, the various efforts involved in attaining a professional life. The meet will be almost an interactive session.Successful entrepreneurs,

professionals and project team leaders from the alumni are invited to talk on their success stories. The employees with foreign MNCs from alumni also respond to this great occasion and bring glory to the alumni meet with their multi talented skills through telephone conference.The alumni also assist the final year students of various streams of engineering to get their project placements and summer internship in their companies. This is the probable way, the regular alumni association meetings pave the way for the successful placements of the students.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Council/Alumni
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   A. ? 5Lakhs

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

The Principal is the Academic and Administrative Head of the Institution. He is assisted by Deans, Heads of the Departments, Accounts Officers, and Conveners of various Institute level Committees. There are 56 Committees direct the day-to-day functioning of the Institute include: Governing Body, Internal Quality Assurance Cell (IQAC), Admissions Cell ,Examinations and Evaluation (EE), Research & Development Cell (R&D) and Training and Placement (T&P) Cell etc.

Recurring requirements of Departments are identified by the Heads of the respective Departments, which are presented to the Principal .The identified requirements are presented to the Governing Body by the Principal and approvals are obtained. Students and alumni members are also involved in certain Committees including the IQAC so that their views are also considered in governance.Thus, all stakeholders of the Institute are involved at various levels in

assessing actual needs,budgetary requirements, academic standards and policy making, progression in innovation and research. The Principal subsequently drives the resulting policy, strategy, resource allocation, and operations through the Governing body.

QUALITY POLICY

The Quality policy aims at making St Martin' Engineering College to be one of the best institutes within the state through continual improvement of its scholastic ability and effectiveness of the quality management system. Thus the Governance of the institution is indicative of an effective leadership and provides opportunity for stakeholder participation. The governance is transparent, objective, enabling and in tune with the vision and mission of the institution.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Academics/orgStructure
Upload any additional information	No File Uploaded

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

The institution has decentralized and transparent mechanism in management, administration, financial and academic affairs. The institution believes in delegating appropriate responsibilities from the top level management to low level and allows the top management to focus on policy making and major decisions.

The Governing Body constitutes the members of the Management, Representative from JNTUH, Principal and two senior most faculties. The Governing Body has the Principal as the member secretary besides Dean Academics, Research , Academic & Administrative committees and IQAC who also participate in the highest decision making body of the institution. The Principal, who is part of the Governing Body participates along with management & faculty member in the Governing Body. The Faculties of the college are the conveners of 56 committees along with the student representatives, parents and alumni thus all the stakeholders participate in the governance of the institution. Besides, decentralization is ensured through the approvals provided by the Governing Body to the Perspective Plan and the Budget. Once the approvals are given, the Heads of the Department are free to take all decisions related to governance,

academics, evaluation etc.The IQAC of the College plays a pivotal role in quality assurance,sustainanceand enhancement through visioning and deployment besides review for quality assurance.The decentralized mechanism exists even at the department levels. Decisions at department levels are taken by well-structured committees.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//commitee/commitee
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has a Long term Strategic Perspective Plan as well Annual Strategic Perspective Plan for continuous improvement and move towards the realization of its vision, mission and core values.

The Long term Goals:

1.To strengthen the teaching -learning process.

2.To promote "Swacch Martins' further.

3.Center of excellence in Engineering and technology

4.Strengthening of academic and R &D programmes in collaboration with reputed Universities and industry

5.To attain NAAC accreditation with A++

6. To achieve the university status.

Medium Term Goals:

1.To improve Industry Institute Interactions.

2.To encourage faculty to publish technical papers in reputed journals.

3. To encourage Students to take part in national /International Conferences and publish their Research work.

Short Term Goals:

1.To enable automation of the administrative and academic sections.

2.To save power.

3.To modernize class rooms and laboratories.

4.To modernize laboratories.

At the beginning of every academic year, the principal mandates the IQAC to brainstorm and prepare the SPP. The IQAC in turn asks all the Heads and Conveners of 56 Clubs/Cells and Associations to prepare their respective Perspective Plan in sync with strategy and in turn sync it with the Academic Calendar of events every year.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Home/Iqac
Upload any additional information	**No File Uploaded**

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

The organization has a well-structured administrative setup with Governing Body as the highest decision making body and 56 other functional bodies and committees.

The apex body of the Organogram is the governing body, which is financial, administrative and quality systems policy making body under which the entire college functions are being organized and controlled.The Chairman, Executive Director, Group Director and Principal are the functionaries who take the responsibility of implementing the policy decision of the governing body. The Principal has the executive powers to administer the academic, development, and other functions based on the guidelines prescribed by him. There are Deans to assist Principal on different admnistrative aspects.There are 10 academic departments directly reporting to the Principal as line management organs. Each department is headed by Departmental Head below whom all faculty and various labs are functioning.

Functions of Various Bodies: To provide policy framework and direction for the functioning of the institution, 56 committees play a vital role. Which evaluate, monitor and recommend in respect of various matters related to Institutional Capacity, Review, Design and Education Effectiveness, Research, Examination and Evaluation etc. for sustaining Institutional Capacity and Educational Effectiveness.

The Grievance Redressal Committee of the SMEC is established with an aim to provide easy and readily accessible procedure for prompt disposal of the day to day genuine grievances of the student and faculty community to maintain a congenial atmosphere.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//assets/images/SERVICE%20RULES.pdf
Link to Organogram of the institution webpage	https://www.smec.ac.in//Academics/orgStructure
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination　　　**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

St Martin's Engineering College undoubtedly considers that the teaching and staff play a key role in the growth of the institute and therefore providing welfare measures and services at the workplace becomes vital to provide continuous improvements.

Welfare measures for teaching and non teaching staff:

Group Insurance: Employees are covered under Accident Insurance.

Maternity leaves: Maternity leave for three months is given to female staff.

Medical leaves: Medical leaves are sanctioned for the required staff.

Gifts: Gifts and mementos during Teachers' Day celebrations are given Sponsorship for higher studies.

Faculty members, if opting for higher studies, leading to enhancement of quality, are sponsored either in terms of finance or in terms of leaves .

Finance for health care: Financial assistance is provided on emergency medical grounds for staff.

Financial support is offered for of the children of the teachers in the group institutions

Publication Incentives: For participation in the National or International Conferences and for publishing research papers in the National or International Journals, its registration fees and the cost for the participation are given. Publicationis encouraged through prize money.

Sponsorship for knowledge up-gradation: Faculty members are sponsored for attending STTP, workshops, seminar, and conferences for up-grading their knowledge.

Promotion: Faculty members, based on the qualification, services, and outcome of the performance appraisal, are given promotion on to the higher post or financial benefits.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Galleries/tea2022
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

286

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

51

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

230

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

The Institution has a formal "Performance Based Appraisal System" as per UGC regulation 2010, for both Teacing and Non- Teaching staff conducted every year. The faculties are required to submit the filled in proof self-appraisal.Based on the Annual appraisal the teaching and non-teaching staff are given increments and promotions in their respective cadre.Non-Teaching staff are also assessed based on their work achievements, qualification enhancement and adaptability towards the technological changes.

The following factors are deeply analyzed in the appraisal system for teaching and non teaching staff

Experience (Teaching/Industry)

Activities and contribution made in academic and Innovative teaching practices

Research

Active participation in team work

Work Discipline

Faculty members are asked to fill the appraisal form and submit to the HOD.

Faculty who have met the parameters are selected for the Best Teacher awards. They are felicitated on the occasion of Teachers day with Memento and certificates.

The Appraisal format has two parts

Part-A Academic experience and Result, R&D Activities, Discipline, Feedback, Contribution) carries 70 points to be self appraised and verified by HOD.

Part-B Communication, Decision making dependability Intiattives,Judgment, Planning, Problemsoving, Productivity Quality and Student Focus.

Team work carries 100 points to be appraised by HOD on personal attributes. It has some negative points for LOP and memos if received any. Appraisal by HR has 10 points and it is confidential. The total to be calculated and readjusted for 50% towards each section to arrive at the total evaluation percentage the individual faculty.

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

6.4 - Financial Management and Resource Mobilization

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

SMEC Strictly believes in following all statutory requirements for all audit and accounting practices. The objective of conducting Internal and External audit is to locate discrepancies in the accounting process. The institution conducts internal and external financial audits regularly. To monitor the auditor the institute has the Finanance Commitee which coordinates the audit and submit the report to the Governing Body.

As part of this mechanism, the institution has inhouse team consisting of two persons for carrying out the internal audit. The

team conducts internal audit on regular basis and submits the report to the Convenor of Finance Commitee.The Convenor of Finance Commitee attends to the major audit queries raised by the team and takes appropriate steps for remedial action.

The institution also has external audit mechanism carried out by M/s REDDY & KUMAR, Chartered Accountants having standing of 35 years. As a part of the mechanism, queries will be raised which are put before the Convenor of Finance Commitee. After due clarifications & rectifications, the accounts will be finalised accordingly. The external audit is conducted once in a year.

Audited financial statements including Income and Expenditure details, Audited Reports are prepared by aqualified External Auditors who are certified Chartered Accountants and then thesame is filed in the Income-Tax Department.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//commitee/fc
Upload any additional information	No File Uploaded

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

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

66.33

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)	View File

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

Most of the funds required by the institution are being met out of internal generation from fees collected.The institution as its policy has a panel of external agencies for obtaining term loans

required for any capital expenditure or working capital finance.

The Telangana govt regulates fee to be collected from the students for the colleges are fixed by Telangana Admission and Fee Regulatory Committee (TAFRC). The tuition fee fixed for the college depends on the infrastructure available, the faculty strength, sanctioned students strength by AICTE and JNTUH for individual branches.

The Tuition fees are collected annually. In order to meet revenue expenditure, the financial needs are met through short term loans from the panel of identified agencies like Banks and Financial corporations. The other sources of income are:

1.Transport fees collected from students.

2.Admission fees.

3.Application Fees.

4.NBA Fees.

5.Examination Fees.

6. Hostel Fees.

7. Revenue generated from Consutancy Projects.

8. Revenue generated from Funding Projects.

9. Revenue generated from Conferences, Workshops, FDPs,Seminars.

10. MSME Business Incubation.

Strategies for optimal utilization of financial resources:

The college also rents its premises, auditoriums, playgrounds for activities like short film shooting, feature film shooting, sports meet, audio & video releases of films. Our hostels are also used to accommodate students who come to attend sports meet and Conferences. The Sports Bodies pay rent for utilising our hostel facilities.

File Description	Documents
Paste link for additional information	[NA](NA)
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

Internal Quality Assurance Cell (IQAC) of the SMEC is committed to providing quality in all the domains of the campus life. It draws strategies for quality achievement, substances, and enhancement. IQAC has evolved various procedures for meeting the requirements. It draws strategies through Curricular Aspects,Teaching learning process,Research practice, Community engagement, HR Management, Industry Interaction, placements,Infrastructure Facilities, Learning Resources, Student Support Progression, Governance, Leadership & Management operations activities.IQAC has mechanisms for ensuring implementation of all the policies, review and evaluation.

IQAC formulated strategies and processes for achieving quality objectives. Some of the strategies are:

Ensuring completion of syllabus coverage.

Curriculum planning and implementation.

Conducting academic audit for improving the quality of course file.

Focusing special attention on slow learners and advanced learners.

Ensuring students participation in extracurricular activities.

Ensuring overall development for students and make them as successful persons in employment, entrepreneurship and higher studies.

Establishment of incubation centers.

Promoting In house research projects.

IQAC meets thrice in a year to discuss various issues related acemdic curriculum, planning, academic audit, rankings and

apporvals, achievements of faculty and students, research activties, extension activities etc.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Home/Iqac
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

Internal Quality Assurance Cell (IQAC) in SMEC has a main function to look into the transparency in teaching learning process. The cell has initially studied the prevailing processes and the profiles of the faculty along with their experience and expertise in their relevant subjects.The relevant outcome of the internal discussions of IQAC is circulated from time to time to all the stakeholders to incorporate the modification suggested by the IQAC. According to autonomous examination pattern, the students are evaluated only twice in a semester. The IQAC suggested weekly tests and prefinal exam for the improvement of students.

REVIEW BY IQAC ON TEACHING — LEARNING PROCESS

Institution will follow the evaluation process and internal assessment. Institute conduct formative assessment and summative assessment. Formative assessment includes group discussions, quiz session etc. Summative assessment includes internal examinations, external examinations and practical examinations. In the internal assessment process, institute conduct the internal examinations for theory and lab topics to check the performance of the students. The final year students are allowed to develop projects. There is a Grievance and Redressal cell for students, in which they can express their grievances like recounting, re-evaluation, etc. Institution follows the academic calendar as per the guidelines. According to that, examinations will be conducted and course perspective plan are prepared to complete the syllabus. Institute prepare institution calendar to conduct the activities to the students like guest lectures, workshops, etc.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Home/Iqac
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.smec.ac.in//Home/Iqac
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	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

St. Martin's Engineering College initiated good number of measures for Gender Equity. SMEC approximately has 32% of female staff and 47% female students. Women faculties are also provided with an opportunity to lead the departments as heads of the department and are given coordinator ship for several activities. Female students are encouraged to take part in all activities and to lead co-curricular and extracurricular activities. Students of the institution used to be sensitized on Gender - Equity through webinars, seminars and counseling and guidance sessions. The Institute celebrates "Women'sDay" annually and motivates all the staff to organize discussions for understanding the role of women

towards a progressive society. Female students are motivated and supported for various academic and non-academic activities.

Safety and Security: Precautions have been taken during transport, in the campus, canteen, library, sports area to monitor the movement of students and ensure safety of the students.

Personal and Mentor counseling: Mentoring/counseling is regarded righteous because the college consider the value of the students and perfecting their character .The college considers and wants the perspective of its valued customers the students on a variety of life challenges(both small and large; personal and formal).Mentoring /counseling is intended to be a long term relationships, with its privileged students.

File Description	Documents
Annual gender sensitization action plan	NA
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://www.smec.ac.in//Council/Safety

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

A. 4 or All 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

St. Martin's Engineering College Management is highly interested to

maintain the campus as eco- friendly and energy conservative. Separate team is appointed for gardening, make the campus smoke free and clean environment. The Campus has about 261trees and more than 491small plants in 17 acres and a well-maintained lawn. Various environment friendly factors such as Water, Air,Land, Parking,Flora & Fauna,Socio Economic, Nursery, Solar Systems contribute in making an eco- friendly campus.

SMEC has removed hazardous waste materials like plastic polythene and broken glasses are disposed properly to prevent the harmful effects on people and environment. Use of polythene and plastic is strictly prohibited at canteen andcollege premises.

At SMEC,the liquid waste management is practiced through the following ways successfully. The liquid waste from individual blocks is collected at sewage points of the concerned blocks and collected waste water take by the RRC People and transpotation provided on alternative days.

At SMEC, the E-waste is collected through arranging bins at fixed points in the individual blocks and the collected E-waste is sent to RRC. RRC will organize sorting of the E-waste into different categories and bailing appropriate disposal. RRC shall coordinate with ITC and undertake necessary measures for the dispatch of E-Waste.

SMEC also has Food Management System. The food waste is collected and composed in a Composter machine. The composed waste is disposed carefully. Also SMEC follow methods like Reduce, Recycle and Resuse related to Food waste.

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	[View File](#)

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   **A. Any 4 or all 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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	[View File](#)

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

The institution has made efforts to provide an inclusive atmosphere that encourages peace, tolerance and harmony among students and faculty.In order to ensure holistic development of students and staff, the institution encourages them to involve in community services to develop good citizenship.

The institution is increasingly involved in conducting the outreach programs for the welfare of the society and to create awareness among students towards social issues The staff and students belong to different communities like Hindus, Muslims, Christians etc. being their mother tongues different like Tamil, Telugu, Bengali, Hindi etc.

Yoga, guided meditation sessions, seminars on human values are organized every semester to create coherent environment and respect for individual. To promote cultural and regional heritage with diversity SMEC arranges cultural programmes like traditional day and batukamma. SMEC FEST (JANKAR) is the annual festival conducted every year where students are exposed to various dance forms, different instrumental music and poetry.

Transparent governance with clearly laid own procedures and Practices is paving ways for the inclusive environment in the College. Faculty working in the college, who belong to various parts of the country and different religions, are the indicators of the inclusive environment. Students will be guided, motivated and groomed independent of their region, religion etc. Every student will have equal opportunity to be part of the co-curricular and extra-curricular activities and taking leadership in the events organized in SMEC.

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 employees and students of SMEC are provided with awareness on constitutional provisions by conducting seminars and workshops by Advocates, Judges periodically. During the Induction Programme, Sessions were conducted on constitution. One course is designed on values, rights, duties and responsibilities of citizens and offered in the curriculum as a credit course. Constitutuion of India (COI) and Professional Ethics subjects are included in the curriculum.

More than 50 number of NSS activities is conducted in 2022-23 for sensitizing the public on social issues, inculcating the habit of

social service among students. Students and staff used to extend financial help to the affected people in case of natural calamities.

Students are given encouragement and support to develop and provide technical solutions to local Villages and entrepreneurs, students developed equipment's, tools and solutions to support local formers, Poultry formers and Weavers in enhancing productivity of their concerns. Students are conducting Blood Donation Camps, Digital literacy Programmes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	NA
Any other relevant information	https://www.smec.ac.in//commitee/commitee

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

A. All 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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Independence Day: The Independence Day celebrates every year on 15th

August in front of M.G. Block. Our beloved Chairman Shri Laxman Reddy was the chief guest to the programme.

Teacher's Day: Teachers' Day is celebrated every year on 5th September. The programme was held at Auditorium. The programme was graced by the Chairman Shri Laxman Reddy as the chief guest.

Engineer's Day: Engineer's Day is celebrated every year on 15th September. It was an apt event celebrated by young future Engineers.Our Chairman,Shri. M. Laxman Reddy and Executive Director were invited as the chief guest.

Gandhi Jayanti: Gandhi Jayanti is celebrated every year on 2nd October . Executive Director, Shri G. Chandra Shekar Yadav was the guest of honour.

International women's day : International Women's Day is a global day on March 8th celebrating the social, economic, cultural and political achievements of women. The day also marks a call to action for accelerating gender parity.

Republic Day: Republic Day is celebrated every year on 26th January. Our Chairman hoisted The flag and made a speech on the occasion. Following this, The Principal and a few faculty members made speeches on the importance of Republic Day Celebrations as a national festival.

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.

BEST PRACTICE I Title of the Practice: An Integration of Innovations, Enlightening Technical Skills to Manifest into Career Building: A Hub of Technology for Prosperity.

Objectives of the Practice

a) To enlighten skills and bring awareness about latest technologies, industry requirements and overall personality development.

b) To help in Career Visioning and Nourish the Designing and Innovative skills, paving way towards career in core companies.

c) To gain a competitive advantage by developingtechnical skill sets that is in demand.

d) To meet the demand for Business entrepreneurs, Innovators, Creative thinkers to Society where data is central to Research, Teaching and Business.

e) To influence contacts with industry and improve interdisciplinary training of technical skills collaborate with training companies for domain-specific employability.

BEST PRACTICE II

Title of the practice: In grain Discipline, Human Interaction and Universal Values among the students through Community Orientation Activities.

Objectives of the Practices:

a) To model a new student orientation program that builds foundation for development of community learning.

b) To create an atmosphere that minimizes anxiety, promotes positive attitudes, and stimulates curiosity for learning.

c) To emphasize importance of being involved in community orientation programs and taking responsibility for growth and humanity development.

File Description	Documents
Best practices in the Institutional website	https://smec.ac.in//assets/images/criteria/7.2.1.pdf
Any other relevant information	NA

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

Institutional Distinctiveness:

EFFECTIVE PLACEMENTS FOR CAREER BUILDING OBJECTIVES

a) The goal of Training Placement cell is to provide students with a platform for utilizing their potential to gain valuable experience through working for Industry. Specifically to provide High intense training, Domain specific training and company specific training to the students for getting good placements with high packages.

b) It also acts as the Interface among various companies seeking talented young graduates from various disciplines.

c) To place students in Prospective IT Core companies.

d) To help the students developing a passion to win with a global mindset.

e) To assist students developing their academic and career interests, and their short as well as long-term goals through individual counselling and group sessions.

f) Maintaining and updating the database of students, maintaining database of companies and establishing strategic links for campus recruitments.

EVIDENCE OF SUCCESS

The College has a record of 100% placements and the students of the college are being placed in top MNCs and IT giants all over the country. The college has celebrated "Placement Day' on 08-07-2023, first ever event in the state of Telangana where all the placed students are given their offer letters in the presence of thier parents.

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

SMEC has effective procedure for the curriculum delivery. Before handling any subject, the faculty prepares the course file and verified by the subject expert and then HODs verification. The verified course file will be approved by Academic audit committee (AAC) member and Dean of Academics. At the final level the principal attest the course file. The college has the practice of preparing session planning, clearly defined program outcomes, program specific outcomes and course outcomes which are mapped so as to evaluate the students in terms of attainment of Graduate attributes and Learning Outcomes which are incorporated in course file. The course file contains 34 parameters session planner, lecture notes, assignment questions, Previous year question papers, time table, target for the result, weak student lists, CO PO mapping and attainments etc. The most important parameter is the pre delivery talk, in which the faculty has to attend a predelivery session infornt of the HOD and senior faculty panel of the concenred departmen tbefore handling the first class. On the approval of the HOD, the faculty can handle the concerned subject for that particular semester.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://www.smec.ac.in//Examinationnotifications/academicCalendarau

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

SMEC has a very robust process for the preparation and adherence of the Academic calendar. The institution prepares the academic calendar every year in advance. The coverage of the academic calendar covers the list of examination dates, seminars, conferences, guest lectures, workshops and industrial visits holidays, vacation dates, festivals, etc. The academic calendar provides the total effective working days available in a given

semester.Then based on the calendar, the HOD's in consultation with the Principal prepare the timetable by correlating the working days available and coverage of the curriculum of the subjects. Thus the academic calendar monitors the effective delivery of the program with academic inputs. The calendar is made available to the students before the commencement of classwork. The academic calendar is displayed on all the department notice boards and is made available on the website. The academic activities within the institution are strictly adhering to the calendar events. All the examinations are being conducted as per the Academic Calendar.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.smec.ac.in//Examinationnotifications/academicCalendarau

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

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

1.2 - Academic Flexibility

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

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

46

File Description	Documents
Any additional information	**No File Uploaded**
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

911

File Description	Documents
Any additional information	**No File Uploaded**
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

In order to combine the cross-cutting issues like gender sensitization, Environment Sustainability, Human Values and Professional Ethics, at SMEC, students are nurtured to develop other attributes, like gender equity and sustainability at

academics.

Gender Sensitization: The institution has a responsibility to build gender sensitivity among the students and staff. The value of gender equity needs to be integrated in the learning process through curriculum.

Environment Sustainability: At SMEC, awareness programs are initiated by NSS with extensively carried out activities to support environmental protection and ecological preservation. Eco Club conducts Awareness programs such as 'say no to plastic', 'walk more drive less' and 'save earth'.

Human Values and Professional Ethics:

We are undoubtedly living in a developed world. Modern technologies are affecting human values and professional ethics. Subject titled 'Human Values and Professional Ethics' is introduced for B.Tech students, so that they can imbibe and practice human values.

Industrial Property Rights Intellectual property plays an important role in providing a competitive edge to an organization. The intangible assets of an organization - such as knowhow, inventions, brands, designs and other creative and innovative products - are, today, often more valuable than its physical assets.

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

3

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	[View File](#)
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

3159

File Description	Documents
Any additional information	**No File Uploaded**
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	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.smec.ac.in//Academics/anlysis
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	**No File Uploaded**

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.smec.ac.in//Academics/anlysis

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

1075

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

726

File Description	Documents
Any additional information	**No File Uploaded**
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

The students are divided into two categories – slow learners and advanced learners. The criterion for categorizing into slow learners and Advanced Learners.

At Entry level, the college organizes a 21-day Induction Program for the new incoming batch students every year. The program helps the students to get familiar with the Institution, curricular and co-curricular activities, facilities, rules and regulations of the University and Institution. A special test is conducted for the first year students after admission and categorized as under: Slow Learners: Less than 20 marks out of 50 marks. Advanced Learners: Above 20 out of 50 marks.

For II/III/IV Year Students the slow and advanced learners are identified as per the Mid (Internal) exam conducted for the II/III/IV year students, they are categorized as under: Slow Learners: Less than 16 Marks out of 30 marks Advanced Learners: Above 16 Marks out of 30 marks.

Special programs like Remedial classes are conducted beyond the college hours (i.e. 3:50 pm to 4:30 pm),Weekly Test /Slip Test Classroom Interactions are conducted for slow leaners. Advanced Learners are encouraged to be members of professional bodies like IEI, IEEE, ISTE, CSI, ACM, IETE, ISTE, SAE, and IWE under which various technical events are organized Various clubs/Technical associations like STAC, BETA, ECTA, TAIT, and META are formed for conducting various activities.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Departmentssidebar/computerTechnicalassociation
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4356	305

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The college focuses on imparting technical knowledge which enhances critical thinking and gives scope for creative imagination among students so that when they grow up they become responsible citizen of the country. The Institute follows the student centric methods that are used for enhancing the learning experiences of students to implement Outcome Based Education (OBE) such as Experiential learning, Participative learning and Problem solving methodologies.

Experiential Learning: The students are provided with the following types of learning mechanisms to improve experiential performance Additional Lab Experiments / Content Beyond Syllabus.

Library E-Resources:

Library is committed to providing quality service and an excellent collection of materials to support the mission, goals, educational, and research needs of students, staff, faculty, and administration, users and in support of the College's diverse curriculum. A Timetable is allocated in Institution academic calendar for the students to access the library during college hours.

Industrial Visits: Two industrial visits per year are planned to provide industrial exposure and hands on experience with practical implementation on the latest technologies which empower the students to meet the industry requirements.

Student Internships: Students are also encouraged to undergo internships during academic semester breaks in relevant industries. This allows them to gain practical experience of the technology and environment which enhances their career skills.

Placement Related Learning : Placement training is important for engineering students to enhance their employability skills and achieve good placement in various Industries.

Technical Activities : The Institution organizes various technical activities to enhance the learning skills of students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.smec.ac.in//Library

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

ICT is defined as a "diverse set of technological tools and resources used to communicate, and to create, disseminate, store, and manage information.". These technologies include computers, the Internet, broadcasting technologies (radio and television), and telephones.The use of ICT enabled teaching methods added value to teaching and learning, by enhancing the effectiveness of learning. It added a dimension to learning that was not previously available. After the inception of ICT methods, students found learning in a technology enhanced environment more stimulating and engaging than in a traditional classroom environment. The Institution has 81 ICT enabled classrooms including 10 smart class rooms. The institution implemented the following ICT tools and resources in teaching learning process. All the classrooms are eneabled with LCD Projectors, Laptop with LCD Projectors, Computers, IRIS. The smart classrooms are enabled with smart boards, Youtube videos, Podium wth inbuilt PA systems, Internet connectivity. The smart boards in the smart classrooms are designed in such a way that the faculty can split the board into 4 parts where the faculty can play a video, project PPT and can write the mathematical formulae at one single time. The faculty uses the Swayam and MOOCS courses for teaching the students the content beyond syllabus and additional lab experiments. Apart from these, the institute has Seminar hall and Auditorium of together thousand capacity and with ICT Facilities for conducting Guest Lectures and Workshops. The library has e-learning resources where the student can access various journals for his/her research work.

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

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

156

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

305

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

55

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

962

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 following Mechanisms are adopted and implemented by an examination committee which is constituted at institute level for the internal assessment which is Transparent and robust in terms of frequency and variety.

Mechanism of Summative Assessment

1.Internal Assessment is done twice in a semester for the students in terms of theory, practical and assignments scheduled as per the academic calender.

2.Two sets of Question papers are prepared by applying BTL and also mapping the questions with Course outcomes which are submitted to the examination department after the HOD and DAC committee approval.

3.The chief superintendent of the examination department can select any one set of question paper and issue the same.

4. After Evaluation the answer scripts are given to students after the completion of evaluation for verification of the marks.

5. The project works are scheduled into three cateogories, industry oriented mini project, project stage - I and project stage - II.

6.For the Assessment of projects, a PRC is formed constituting HOD, Project Coordinator and two senior faculty members and a PRC meet is conducted to finalize the project proposals and guides are allotted as per the project domain.

7.The project assessment is done by conducting four PRC meets at

different phases such as Analysis, Design, Implementation &
Deployment to meet the requirements and the same are displayed on
the notice board after every PRC meet.

8. Comprehensive viva-voce for the projects is assessed by the
external examiner.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.smec.ac.in//Examinationnotifications/examinations

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

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

At the Institute level, an examination related Grievance
Committee is constituted, with a senior teacher as convener and
other teaching staff as members to handle the examination related
grievances in transparent, time-bound and efficient student
grievances with respect to the evaluation.

Redressal of Grievances levels are as follows:

The examination branch of the college is a confidential section
with the responsibility of smooth conduct of examinations for all
the courses and maintenance of student records. Conduction of all
examinations is the main activity cell. The Controller of
Examinations coordinates with the Principal in regards to all
examination matters.

1. Students should be aware of the time tables for academics,
internal examinations and general instructions.

2. The above said grievances are addressed by communicating to
all the students of various departments and faculty members
through college notice board one week before the commencement.

3. After the evaluation, students are allowed to verify their
answer scripts to know their performance in the test.

4. If any grievances, the students are allowed to bring in to the notice of respective faculty members as well as HOD and can be resolved within 2 days which reflects the transparency and time bound mechanism adopted in the system of assessment.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.smec.ac.in//Examinationnotifications/examinations

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.

Preparation and Dissemination of Program Outcomes, Program Specific Outcomes and Course Outcomes

1.Outcome Based Education (OBE) is implemented in St.Martin's Engineering College (SMEC) to give emphasis on what is expected from the students when they finish their course in the form of Course Outcomes.

2.In line with Course Outcomes, Program Specific Outcomes (PSOs) and Program Outcomes (POs) are then attained to measure the performance of the students.

3.A set of Program Outcomes are given by the NBA to be followed by all the institutions.

4.Keeping all the Program Outcomes in mind every department prepares its Program Specific Outcomes.

5.Based on the Program Outcomes and Program Specific Outcomes, the faculty of all departments then prepares the Course Outcomes for all the courses offered.

Mechanism for Communicating Program Outcomes, Program Specific Outcomes and Course Outcomes to Teachers and Students

1.Every Department of the Institution publishes its Program Specific Outcomes (PSOs) along with the Program Outcomes (POs) given by AICTE and Course Outcomes (COs) of all its courses in the college website (SMEC-Educational Objectives &Outcomes).

2 POs and PSOs are displayed in Staff rooms, Offices of Heads of Departments , all the classrooms, corridors and laboratories.

3.CO is displayed in display boards of laboratories and students are made to write the COs in their class notebooks of the respective course.

4.Program Outcomes (POs) and Program specific Outcomes (PSOs) are discussed in student induction program, to get clear idea of what they are going to learn.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.smec.ac.in//Departmentssidebar/computerPeo
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The procedure for evaluating the attainments of Program Outcomes, Program Specific Outcomes and Course Outcomes The attainment of Program Outcomes and Program Specific Outcomes is evaluated by taking 80 % of the Direct Assessment and 20 % of the Indirect Assessment. Whereas the Course Outcomes are evaluated based on Direct Assessment only.

Procedure for Attainment through Direct Assessment (80%):

1.A meeting is conducted in the individual departments where faculty are requested to map the relation between the Course Outcomes (COs) and Program Outcomes (POs)/Program Specific Outcomes (PSOs) based on the below given conditions: If the concept of CO is matched.

2.80% or more with the concept of PO's (or) PSO's, it's mentioned as level 3 (Highly Related)

3.In between 60% to 80% with the concept of PO's (or) PSO's,it's mentioned as level 2 (Moderately Related).

4.Less than 60% with the concept of PO's (or) PSO's, it's mentioned as level 1 (Slightly Related)

5.Direct Assessment Tools:

Internal Assessment (Conducted at Institution Level for 30 marks). Semester Examination (Conducted at End SemesterLevel for 70marks).Internal assessment and University Examination results serve as an input for calculating attainments of all the outcomes.

Procedure for Attainment through Indirect Assessment (20%):

1.This indirect assessment contains feedback from various stakeholders such as alumni, parents, students, faculty and employer along with survey.

The final PO and PSO attainment are calculated by adding 80% of Direct Assessment and 20% of Indirect Assessment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	[NA](#)

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

898

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	**No File Uploaded**
Paste link for the annual report	https://www.smec.ac.in//Examinationnotifications/examinations

2.7 - Student Satisfaction Survey

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

https://www.smec.ac.in//Academics/iqacsss

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)

351.89

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)	View File

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

5

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

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

6

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	https://www.smec.ac.in//research/research

3.2 - Innovation Ecosystem

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

Innovation Ecosystem: SMEC Faculty and students nurture innovation ecosystems, to systematically cultivate research environments with following functions and facilities. These functions are facilitated by different organs, Incubation centre, Entrepreneurship Development Cell etc.

Facilities in SMEC Software used for research CATIA, Hyper works ANSYS. Metallurgical microscope equipped with microscope camera and metallurgical image analysis software Stand Pro for designing of building, bridges and roads, CAD, Arc GISKeil software for designing and developing embedded system GNU/JDK 1.8, Netbeans, J2EE, Latex, GNU/Ubuntu Operating Open office, GCC, Filezilla,GNU/Ubuntu Operating System, GCC, Weka, R-language, GNU/Ubuntu Operating System, GCC, Android studio, GNU/Ubuntu Operating System, GCC, Arduino, Raspberry-pi.

R& D Cell The Institute has a dedicated Research and Development Cell. R&D cell functions with its ally Incubation Center, EDC, IPR Cell, and Start-up with departmental labs. The quality of research publications is maintained using Drillbit software.

Entrepreneurship Development Cell

Entrepreneurship Development Cell aims for the overall development of the Entrepreneurial skills and abilities among the student fraternity. Awareness program, Seminars, Skill development program has been organized under the Cell.SMEC students started receiving international awards and funding (4000 USD) from George Mason University Virginia, USA for our best start up.

Incubation Facilties The institution has different incubation facilities like

1.MSME Business Incubation (HI)

2.Nirman Incubation

3.Frontline Electronic Engineer's Incubation Unit(FEIU)

4.Tesla Incubation Unit

5.Charles Babbage Incubation Center

6.Internet of Things (IOT) Incubation Center

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//research/research

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

32

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

6

File Description	Documents
URL to the research page on HEI website	https://www.smec.ac.in//research/research
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

296

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

793

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

St.Martin's Engineering College has following student organizations

The National Service Scheme' Unit of St. Martin's Engineering College organizes Blood donation camp yearly in association with Indian Red Cross Society of Hyderabad and could donate 250-300 Units of Blood. Students could understand the importance of blood donation, coordination skills, inter personal skills and camaraderie with this event.

National Cadet Corps - Boys and Girl students wing of SMEC learns to defend nation from enemy and natural Calamities.

SMEC Street Cause volunteers learn to serve human with charity activities such as Raksha Bandhan, Distribution of clothes, blankets, medicine, books, food and rice bags to the needy people.

Under Swachh Bharat event, Shramdan in various places of SMEC and Dhulapally village were taken up by different teams of students and teachers, promoting mission Swachh Bharat. Due to this event Students could understand the importance of maintaining clean community.

Our Eco Cell organized events 'Distribution of clay idols' on the eve of Ganesh Chathurthi and a Campaign to educate people to avoid plastic bags created awareness among students to use eco friendly products.

Efforts for Establishment of Real Freedom Volunteers students of SMEC visit regularly Government School, Dhulapally, imparting basics of Computer knowledge, creating technical awareness thus improving their communication skills and contributing to Digital India Vision of our honorable Prime Minister.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//commitee/ncc
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

46

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	*View File*
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

123

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the 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

4136

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

261

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

15

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

SMEC provides adequate facilities as per the regulatory requirements of AICTE and JNTUH. The management has a positive approach towards creation and enhancement of infrastructure of

the Institution by allocating funds at the beginning of the financial year. The college provides the following facilities

Infrastructure, ICT classrooms and Laboratories: The Institution is poised on a 17 acre campus with 23968 sq.mts built up area, centrally located in the City of Secunderabad. The institution has excellent infrastructure facilities like 81 ICT enabled classrooms, 10 smart classrooms, 17 tutorial halls and 88 well equipped labs.

Seminar Halls : The Institution has six (6) Seminar Halls. These halls are regularly used for conducting seminars at state and national levels.

Auditorium : A spacious auditorium is located in Dr.A.P.J.Abdul Kalam block with a seating capacity of 1300 and equipped with LCD projector, screen and sound system etc.

Computing Equipment: Total number of computers available in college is 1752 following the AICTE norms.

Internet and Wi-Fi 1000 Mbps dedicated broadband and 70 Mbps leased line Internet facilities. The institution is completely Wi-Fi enabled. The campus is under video surveillance with 340 CC cameras.

Hostels SMEC has hostel facility for boys and girls located in college campus. SMEC boys and girls capacity is 250 each which are constructedseperately.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall

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 quality physical education programmes, which are needed to increase the physical competence, health-related fitness, self-responsibility, and enjoyment.

The following Indoor and Outdoor facilities are available in Campus

Indoor facilities:

1. Chess Boards - 17

2.Caroms Boards-8

3.Gym with Imported equipment

4.Table Tennis Tables-6

5.Yoga Center-1

6.Outdoor facilities:

1.Cricket -1

2.Volley Ball-3

3.Synthetic floor Basket Ball court-2

4.Hand Ball-1

5.Badminton-1

6.Throw Ball-1

7. Kabaddi-1

8. Kho-Kho-1

9. Long Jump-1

10.Athletic Track-400 meters

11.Football-1

17. Open Gym-1

Gymnasium: An exclusive Gymnasium is available for the students and staff at Sports complex. It provides an arena for the body builders and the students who wish to keep their body fit. In the view of pandemic the institution has opened open gym with advanced equipment for the staff and students.

Yoga An exclusive Yoga facility is provided with a dedicated yoga teacher for training both the students and staff. Practicing yoga creates mental clarity and calmness, increases body awareness, relieves chronic stress patterns, relaxes the mind, centers attention, and sharpens concentration. Since 2015 every year on June 21st, the International Day of Yoga is celebrated,in which all the students and staff proactively participate. Best performers are rewarded to encourage active participation and promote wide scale participation of various stakeholders.

Infrastructure for Cultural activities:

The College has adequate facilities for cultural activities

1.Auditorium.

2. Amphitheatre & Hippodrome

3. Vivekananda seminar hall

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//sports/sports

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

81

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall
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)

1647.58096

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)

Integrated Library Management System (ILMS) is an application Software that comprises the procedures and Instructions which enable computer systems to do what the user requires.

The following software versions are being used by SMEC:

1.Instroplus

2. New Gen lib 3.1.2

3. SMEC ILMS Version-7.2

SMEC ILMS: SMEC ILMS is In house developed software developed by our internal staff members, which is linked to kiosks Automated machine which helps to issue & return the books.

SMEC ILMS provides acquisition, cataloguing, circulation, and serial control modules.

Circulation module consists of books issue, return, and reserve options.

OPAC Module: Library collection can be browsed / searched on Intranet.

Digital Library The library is automated using advanced computer systems. The Digital Library is provided with HP Prolient – 330G6

with 2TB storage.

Links for e-resourcesavailable are

1.NPTEL video lectures http://172.16.11.223/

2.e- journals and e-books

DELNET : http://164.100.247.30/

IEEE : https://ieeexplore.ieee.org/Xplore/home.jsp

J-GATE: https://jgateplus.com/home/

ASME: http://asmedigitalcollection.asme.org/

ASCE: https://ascelibrary.org/journals/all_journals_titles

1.Rare books : http://smec.ac.in//Library/servicesOffered

2.Open Public Access Catalogue (OPAC)

http://119.235.48.134/opac/

Besides the College have books for Competitive examinations, Personal Development, and Question Bank facility. Separate staking racks are maintained for Books, Magazines, Journals, and Newspapers.

Timings Academic working day : 8:00 AM to 5:00 PM Vacation period : 9:30 AM to 4:30 PM

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.smec.ac.in//Library

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	A. Any 4 or more of the above

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

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)

17.41

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

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

276

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

St. Marin's Engineering College yearly upgrades the IT infrastructure by replacing the old computers and peripherals depending upon the requirements as per the norms.

Frequency of Update:

A.Y. 2022-23: 900 new computers of Lenova Think Center 12th Generation computers were purchased.

A. Y. 2021-22: 958 new computers of Lenova Think Center 12th Generation computers were purchased.

A.Y. 2020-21: 350 new computers of Dell Vostro3268 11th Generation computers were purchased.

A.Y. 2019-20: 276 new computers of Dell Vostro3268 7th Generation computers were purchased.

A.Y. 2018-19: 180 new computers of Dell Vostro3268 7th Generation computers were purchased.

The total numbers of computers presently available are 2373. All these computers are connected to LAN.

Internet & Wifi The Campus is provided with 1000 Mbps broadband high-speed internet and the leased line provides 70 Mbps speed.

In A Y 2022-23the wi-fi facility is made available to each corner of the organisation with optimum speed along with hostels.

The college has more than 20 Wi-Fi hotspots with extenders provided to cover the wireless range throughout the college.

Extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students is ensured in the College. The sonic Firewall has been deployed for handling enhanced load on network and applications, catering to academic and administrative processes, thereby providing a secure campus network. The college provides advance library web broadband office for the arrangement for the use of ICT resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall

4.3.2 - Number of Computers

2373

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

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)

197.68

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.

In SMEC all the Departments and various functioning units of the college are provided with the required infrastructure facilities like class rooms, faculty rooms, girls waiting halls, laboratories etc.

Laboratory: The laboratories in the college are furnished according to the prescribed statutory rules. Necessary equipment and material is procured to deliver to the students the best standards of education.

Utilization: With respect to the time table, the students conduct experiments in their assigned labs with assistance and supervision of the lab-in-charges and lab technicians.

Class room: A conductive environment plays a pivotal role in the performance of students. Therefore, it becomes extremely necessary to provide them with ambience that is, comfortable, peaceful and spacious. The college takes necessary steps to make this possible.

Utilization: Before the commencement of the academic year, based on the intake of students, heads of departments propound the requirement of classrooms to the Principal.The classroom allocation is done by the HOD in the concerned department building.

Sports: A sports committee is created to handle the concerns and issues related to sports. This committee consists of students along with the concerned faculty.

Utilization: Students are permitted to play only during the sports hours and after college hours, to practice for any competition.Separate bus facility is provided for the students who practice after college hours

Library Procurement of learning resources: The librarian recommends the list of learning resources to be procured and these are utilised by the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.smec.ac.in//Facilities/auditoriumSeminarhall

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

1089

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

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

69

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

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	https://www.smec.ac.in//Galleries
Any additional information	No File Uploaded
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

912

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

1184

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

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

835

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
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

49

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	View File

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

62

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)	<u>View File</u>

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.

70

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)	<u>View File</u>

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)

The student council is named as Sensational Engineering Student Association (SESA), which consists of advanced learners from each Department. The students are included in SESA on selection basis

The roles and responsibilities of student council in academic and administrative bodies are:

1.To express their opinion to the administrative bodies of the Institution.

2. To promote and encourage the involvement of students organizing College activities.

3.To consult students on any issue of importance.

4.To propose activities to the college administration that would improve the quality of life in the college.

5.To actively involve in extra-curricular activities like Plantation, Swachh Bharat mission, Sports and Cultural events.

The institution has 22 academic and administrative Committees in which student Council is involved:

1.Grievances and Redressal Committee (Students).

2.SC/ST Committee (Equal Opportunities Committee).

3.Placement and Training Committee.

4.NSS and Medical Facilities Committee.

5.Library and Professional Societies Committee.

6.Entrepreneurship Development Committee

7.Disciplinary Committee.

8.Computer Center Committee.

9.Canteen Committee.

10.Anti-ragging Committee.

11.Alumni Committee.

12.Women Empowerment & Prevention of Sexual Harassment.

13.Transport Committee.

14.Students Welfare and extracurricular activities Committee.

15.Sports and games committee.

16.Hostel Committee.

17.Eco Club.

18.NCC.

19.Health Club/Center.

20.Cultural Committee.

21.Website/ IT/ ICT Committee.

22.Publication Committee.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Council
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

30

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

St. Martin's Engineering College established in the year 2002, has a standing of 21 years and has at credit more than 1800 alumni as its proud ambassadors.These ambassadors participate in nation building in various domains. The Alumni of SMEC, who are chiselled as per the Vision and Mission of the Institution are a great contribution to the society. SMEC has Alumni Association of the College called 'DISHA' was functional since 2008. However, the Association has been registered with '1684 of 2018' registration number in the year 2018.

The 'Alumni Meet' is conducted twice in a year, where the alumni from all the Departments gather under one roof .The alumni students share all their experiences from campus life to career life, the various efforts involved in attaining a professional life. The meet will be almost an interactive session.Successful entrepreneurs, professionals and project team leaders from the alumni are invited to talk on their success stories. The employees with foreign MNCs from alumni also respond to this great occasion and bring glory to the alumni meet with their multi talented skills through telephone conference.The alumni also assist the final year students of various streams of engineering to get their project placements and summer internship in their companies. This is the probable way, the regular alumni association meetings pave the way for the successful placements of the students.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Council/Alumni
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

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

The Principal is the Academic and Administrative Head of the Institution. He is assisted by Deans, Heads of the Departments, Accounts Officers, and Conveners of various Institute level Committees. There are 56 Committees direct the day-to-day functioning of the Institute include: Governing Body, Internal Quality Assurance Cell (IQAC), Admissions Cell ,Examinations and Evaluation (EE), Research & Development Cell (R&D) and Training and Placement (T&P) Cell etc.

Recurring requirements of Departments are identified by the Heads of the respective Departments, which are presented to the Principal .The identified requirements are presented to the Governing Body by the Principal and approvals are obtained. Students and alumni members are also involved in certain Committees including the IQAC so that their views are also considered in governance.Thus, all stakeholders of the Institute are involved at various levels in assessing actual needs,budgetary requirements, academic standards and policy making, progression in innovation and research. The Principal subsequently drives the resulting policy, strategy, resource allocation, and operations through the Governing body.

QUALITY POLICY

The Quality policy aims at making St Martin' Engineering College to be one of the best institutes within the state through continual improvement of its scholastic ability and effectiveness of the quality management system. Thus the Governance of the institution is indicative of an effective leadership and provides opportunity for stakeholder participation. The governance is transparent, objective, enabling and in tune with the vision and mission of the institution.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Academics/orgStructure
Upload any additional information	**No File Uploaded**

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

The institution has decentralized and transparent mechanism in management, administration, financial and academic affairs. The institution believes in delegating appropriate responsibilities from the top level management to low level and allows the top management to focus on policy making and major decisions.

The Governing Body constitutes the members of the Management, Representative from JNTUH, Principal and two senior most faculties. The Governing Body has the Principal as the member secretary besides Dean Academics, Research , Academic & Administrative committees and IQAC who also participate in the highest decision making body of the institution. The Principal, who is part of the Governing Body participates along with management & faculty member in the Governing Body. The Faculties of the college are the conveners of 56 committees along with the student representatives, parents and alumni thus all the stakeholders participate in the governance of the institution. Besides, decentralization is ensured through the approvals provided by the Governing Body to the Perspective Plan and the Budget. Once the approvals are given, the Heads of the Department are free to take all decisions related to governance, academics, evaluation etc.The IQAC of the College plays a pivotal role in quality assurance,sustainanceand enhancement through visioning and deployment besides review for quality assurance.The decentralized mechanism exists even at the department levels. Decisions at department levels are taken by well-structured committees.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//commitee/commitee
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has a Long term Strategic Perspective Plan as well Annual Strategic Perspective Plan for continuous improvement and move towards the realization of its vision, mission and core values.

The Long term Goals:

1.To strengthen the teaching -learning process.

2.To promote "Swacch Martins' further.

3.Center of excellence in Engineering and technology

4.Strengthening of academic and R &D programmes in collaboration with reputed Universities and industry

5.To attain NAAC accreditation with A++

6. To achieve the university status.

Medium Term Goals:

1.To improve Industry Institute Interactions.

2.To encourage faculty to publish technical papers in reputed journals.

3. To encourage Students to take part in national /International Conferences and publish their Research work.

Short Term Goals:

1.To enable automation of the administrative and academic sections.

2.To save power.

3.To modernize class rooms and laboratories.

4.To modernize laboratories.

At the beginning of every academic year, the principal mandates the IQAC to brainstorm and prepare the SPP. The IQAC in turn asks all the Heads and Conveners of 56 Clubs/Cells and Associations to prepare their respective Perspective Plan in sync with strategy and in turn sync it with the Academic Calendar of events every year.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.smec.ac.in//Home/Iqac
Upload any additional information	No File Uploaded

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

The organization has a well-structured administrative setup with Governing Body as the highest decision making body and 56 other functional bodies and committees.

The apex body of the Organogram is the governing body, which is financial, administrative and quality systems policy making body under which the entire college functions are being organized and controlled.The Chairman, Executive Director, Group Director and Principal are the functionaries who take the responsibility of implementing the policy decision of the governing body. The Principal has the executive powers to administer the academic, development, and other functions based on the guidelines prescribed by him. There are Deans to assist Principal on different admnistrative aspects.There are 10 academic departments directly reporting to the Principal as line management organs. Each department is headed by Departmental Head below whom all faculty and various labs are functioning.

Functions of Various Bodies: To provide policy framework and direction for the functioning of the institution, 56 committees play a vital role. Which evaluate, monitor and recommend in respect of various matters related to Institutional Capacity, Review, Design and Education Effectiveness, Research, Examination and Evaluation etc. for sustaining Institutional Capacity and Educational Effectiveness.

The Grievance Redressal Committee of the SMEC is established with an aim to provide easy and readily accessible procedure for prompt disposal of the day to day genuine grievances of the student and faculty community to maintain a congenial atmosphere.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//assets/images/SERVICE%20RULES.pdf
Link to Organogram of the institution webpage	https://www.smec.ac.in//Academics/orgStructure
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

St Martin's Engineering College undoubtedly considers that the teaching and staff play a key role in the growth of the institute and therefore providing welfare measures and services at the workplace becomes vital to provide continuous improvements.

Welfare measures for teaching and non teaching staff:

Group Insurance: Employees are covered under Accident Insurance.

Maternity leaves: Maternity leave for three months is given to female staff.

Medical leaves: Medical leaves are sanctioned for the required staff.

Gifts: Gifts and mementos during Teachers' Day celebrations are given Sponsorship for higher studies.

Faculty members, if opting for higher studies, leading to enhancement of quality, are sponsored either in terms of finance or in terms of leaves .

Finance for health care: Financial assistance is provided on emergency medical grounds for staff.

Financial support is offered for of the children of the teachers in the group institutions

Publication Incentives: For participation in the National or International Conferences and for publishing research papers in the National or International Journals, its registration fees and the cost for the participation are given. Publicationis encouraged through prize money.

Sponsorship for knowledge up-gradation: Faculty members are sponsored for attending STTP, workshops, seminar, and conferences for up-grading their knowledge.

Promotion: Faculty members, based on the qualification, services, and outcome of the performance appraisal, are given promotion on to the higher post or financial benefits.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Galleries/tea2022
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

286

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

51

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

230

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

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

The Institution has a formal "Performance Based Appraisal System" as per UGC regulation 2010, for both Teacing and Non- Teaching staff conducted every year. The faculties are required to submit the filled in proof self-appraisal.Based on the Annual appraisal the teaching and non-teaching staff are given increments and promotions in their respective cadre.Non-Teaching staff are also assessed based on their work achievements, qualification enhancement and adaptability towards the technological changes.

The following factors are deeply analyzed in the appraisal system for teaching and non teaching staff

Experience (Teaching/Industry)

Activities and contribution made in academic and Innovative teaching practices

Research

Active participation in team work

Work Discipline

Faculty members are asked to fill the appraisal form and submit to the HOD.

Faculty who have met the parameters are selected for the Best Teacher awards. They are felicitated on the occasion of Teachers day with Memento and certificates.

The Appraisal format has two parts

Part-A Academic experience and Result, R&D Activities, Discipline, Feedback, Contribution) carries 70 points to be self appraised and verified by HOD.

Part-B Communication, Decision making dependability Intiattives,Judgment, Planning, Problemsoving, Productivity Quality and Student Focus.

Team work carries 100 points to be appraised by HOD on personal attributes. It has some negative points for LOP and memos if received any. Appraisal by HR has 10 points and it is confidential. The total to be calculated and readjusted for 50% towards each section to arrive at the total evaluation percentage the individual faculty.

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

6.4 - Financial Management and Resource Mobilization

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

SMEC Strictly believes in following all statutory requirements for all audit and accounting practices. The objective of conducting Internal and External audit is to locate discrepancies in the accounting process. The institution conducts internal and external financial audits regularly. To monitor the auditor the institute has the Finanance Commitee which coordinates the audit and submit the report to the Governing Body.

As part of this mechanism, the institution has inhouse team consisting of two persons for carrying out the internal audit. The team conducts internal audit on regular basis and submits the report to the Convenor of Finance Commitee.The Convenor of Finance Commitee attends to the major audit queries raised by the team and takes appropriate steps for remedial action.

The institution also has external audit mechanism carried out by M/s REDDY & KUMAR, Chartered Accountants having standing of 35

years. As a part of the mechanism, queries will be raised which are put before the Convenor of Finance Commitee. After due clarifications & rectifications, the accounts will be finalised accordingly. The external audit is conducted once in a year.

Audited financial statements including Income and Expenditure details, Audited Reports are prepared by aqualified External Auditors who are certified Chartered Accountants and then thesame is filed in the Income-Tax Department.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//commitee/fc
Upload any additional information	No File Uploaded

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

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

66.33

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)	View File

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

Most of the funds required by the institution are being met out of internal generation from fees collected.The institution as its policy has a panel of external agencies for obtaining term loans required for any capital expenditure or working capital finance.

The Telangana govt regulates fee to be collected from the students for the colleges are fixed by Telangana Admission and Fee Regulatory Committee (TAFRC). The tuition fee fixed for the college depends on the infrastructure available, the faculty strength, sanctioned students strength by AICTE and JNTUH for

individual branches.

The Tuition fees are collected annually. In order to meet revenue expenditure, the financial needs are met through short term loans from the panel of identified agencies like Banks and Financial corporations. The other sources of income are:

1.Transport fees collected from students.

2.Admission fees.

3.Application Fees.

4.NBA Fees.

5.Examination Fees.

6. Hostel Fees.

7. Revenue generated from Consutancy Projects.

8. Revenue generated from Funding Projects.

9. Revenue generated from Conferences, Workshops, FDPs,Seminars.

10. MSME Business Incubation.

Strategies for optimal utilization of financial resources:

The college also rents its premises, auditoriums, playgrounds for activities like short film shooting, feature film shooting, sports meet, audio & video releases of films. Our hostels are also used to accommodate students who come to attend sports meet and Conferences. The Sports Bodies pay rent for utilising our hostel facilities.

File Description	Documents
Paste link for additional information	NA
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

Internal Quality Assurance Cell (IQAC) of the SMEC is committed to providing quality in all the domains of the campus life. It draws strategies for quality achievement, substances, and enhancement. IQAC has evolved various procedures for meeting the requirements. It draws strategies through Curricular Aspects,Teaching learning process,Research practice, Community engagement, HR Management, Industry Interaction, placements,Infrastructure Facilities, Learning Resources, Student Support Progression, Governance, Leadership & Management operations activities.IQAC has mechanisms for ensuring implementation of all the policies, review and evaluation.

IQAC formulated strategies and processes for achieving quality objectives. Some of the strategies are:

Ensuring completion of syllabus coverage.

Curriculum planning and implementation.

Conducting academic audit for improving the quality of course file.

Focusing special attention on slow learners and advanced learners.

Ensuring students participation in extracurricular activities.

Ensuring overall development for students and make them as successful persons in employment, entrepreneurship and higher studies.

Establishment of incubation centers.

Promoting In house research projects.

IQAC meets thrice in a year to discuss various issues related acemdic curriculum, planning, academic audit, rankings and apporvals, achievements of faculty and students, research activties, extension activities etc.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Home/Iqac
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

Internal Quality Assurance Cell (IQAC) in SMEC has a main function to look into the transparency in teaching learning process. The cell has initially studied the prevailing processes and the profiles of the faculty along with their experience and expertise in their relevant subjects.The relevant outcome of the internal discussions of IQAC is circulated from time to time to all the stakeholders to incorporate the modification suggested by the IQAC. According to autonomous examination pattern, the students are evaluated only twice in a semester. The IQAC suggested weekly tests and prefinal exam for the improvement of students.

REVIEW BY IQAC ON TEACHING - LEARNING PROCESS

Institution will follow the evaluation process and internal assessment. Institute conduct formative assessment and summative assessment. Formative assessment includes group discussions, quiz session etc. Summative assessment includes internal examinations, external examinations and practical examinations. In the internal assessment process, institute conduct the internal examinations for theory and lab topics to check the performance of the students. The final year students are allowed to develop projects. There is a Grievance and Redressal cell for students, in which they can express their grievances like recounting, re-evaluation, etc. Institution follows the academic calendar as per the guidelines. According to that, examinations will be conducted and course perspective plan are prepared to complete the syllabus. Institute prepare institution calendar to conduct the activities to the students like guest lectures, workshops, etc.

File Description	Documents
Paste link for additional information	https://www.smec.ac.in//Home/Iqac
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)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.smec.ac.in//Home/Iqac
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	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

St. Martin's Engineering College initiated good number of measures for Gender Equity. SMEC approximately has 32% of female staff and 47% female students. Women faculties are also provided with an opportunity to lead the departments as heads of the department and are given coordinator ship for several activities. Female students are encouraged to take part in all activities and to lead co-curricular and extracurricular activities. Students of the institution used to be sensitized on Gender - Equity through webinars, seminars and counseling and guidance sessions. The Institute celebrates "Women'sDay" annually and motivates all the

staff to organize discussions for understanding the role of women towards a progressive society. Female students are motivated and supported for various academic and non-academic activities.

Safety and Security: Precautions have been taken during transport, in the campus, canteen, library, sports area to monitor the movement of students and ensure safety of the students.

Personal and Mentor counseling: Mentoring/counseling is regarded righteous because the college consider the value of the students and perfecting their character .The college considers and wants the perspective of its valued customers the students on a variety of life challenges(both small and large; personal and formal).Mentoring /counseling is intended to be a long term relationships, with its privileged students.

File Description	Documents
Annual gender sensitization action plan	NA
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://www.smec.ac.in//Council/Safety

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	**A. 4 or All 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

St. Martin's Engineering College Management is highly interested to maintain the campus as eco- friendly and energy conservative. Separate team is appointed for gardening, make the campus smoke free and clean environment. The Campus has about 261trees and more than 491small plants in 17 acres and a well-maintained lawn. Various environment friendly factors such as Water, Air,Land, Parking,Flora & Fauna,Socio Economic, Nursery, Solar Systems contribute in making an eco- friendly campus.

SMEC has removed hazardous waste materials like plastic polythene and broken glasses are disposed properly to prevent the harmful effects on people and environment. Use of polythene and plastic is strictly prohibited at canteen andcollege premises.

At SMEC,the liquid waste management is practiced through the following ways successfully. The liquid waste from individual blocks is collected at sewage points of the concerned blocks and collected waste water take by the RRC People and transpotation provided on alternative days.

At SMEC, the E-waste is collected through arranging bins at fixed points in the individual blocks and the collected E-waste is sent to RRC. RRC will organize sorting of the E-waste into different categories and bailing appropriate disposal. RRC shall coordinate with ITC and undertake necessary measures for the dispatch of E-Waste.

SMEC also has Food Management System. The food waste is collected and composed in a Composter machine. The composed waste is disposed carefully. Also SMEC follow methods like Reduce, Recycle and Resuse related to Food waste.

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

A. Any 4 or all of the above

distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	<u>View File</u>

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**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	<u>View File</u>

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	**A. Any 4 or all 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	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	[View File](#)

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

The institution has made efforts to provide an inclusive atmosphere that encourages peace, tolerance and harmony among students and faculty.In order to ensure holistic development of students and staff, the institution encourages them to involve in community services to develop good citizenship.

The institution is increasingly involved in conducting the outreach programs for the welfare of the society and to create awareness among students towards social issues The staff and students belong to different communities like Hindus, Muslims, Christians etc. being their mother tongues different like Tamil, Telugu, Bengali, Hindi etc.

Yoga, guided meditation sessions, seminars on human values are organized every semester to create coherent environment and respect for individual. To promote cultural and regional heritage with diversity SMEC arranges cultural programmes like traditional day and batukamma. SMEC FEST (JANKAR) is the annual festival conducted every year where students are exposed to various dance forms, different instrumental music and poetry.

Transparent governance with clearly laid own procedures and Practices is paving ways for the inclusive environment in the College. Faculty working in the college, who belong to various parts of the country and different religions, are the indicators of the inclusive environment. Students will be guided, motivated and groomed independent of their region, religion etc. Every student will have equal opportunity to be part of the co-curricular and extra-curricular activities and taking leadership in the events organized in SMEC.

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 employees and students of SMEC are provided with awareness on constitutional provisions by conducting seminars and workshops by Advocates, Judges periodically. During the Induction Programme, Sessions were conducted on constitution. One course is designed on values, rights, duties and responsibilities of citizens and offered in the curriculum as a credit course. Constitutuion of India (COI) and Professional Ethics subjects are included in the curriculum.

More than 50 number of NSS activities is conducted in 2022-23 for

sensitizing the public on social issues, inculcating the habit of social service among students. Students and staff used to extend financial help to the affected people in case of natural calamities.

Students are given encouragement and support to develop and provide technical solutions to local Villages and entrepreneurs, students developed equipment's, tools and solutions to support local formers, Poultry formers and Weavers in enhancing productivity of their concerns. Students are conducting Blood Donation Camps, Digital literacy Programmes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	NA
Any other relevant information	https://www.smec.ac.in//commitee/commitee

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	**A. All 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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Independence Day: The Independence Day celebrates every year on 15th August in front of M.G. Block. Our beloved Chairman Shri Laxman Reddy was the chief guest to the programme.

Teacher's Day: Teachers' Day is celebrated every year on 5th September. The programme was held at Auditorium. The programme was graced by the Chairman Shri Laxman Reddy as the chief guest.

Engineer's Day: Engineer's Day is celebrated every year on 15th September. It was an apt event celebrated by young future Engineers.Our Chairman,Shri. M. Laxman Reddy and Executive Director were invited as the chief guest.

Gandhi Jayanti: Gandhi Jayanti is celebrated every year on 2nd October . Executive Director, Shri G. Chandra Shekar Yadav was the guest of honour.

International women's day : International Women's Day is a global day on March 8th celebrating the social, economic, cultural and political achievements of women. The day also marks a call to action for accelerating gender parity.

Republic Day: Republic Day is celebrated every year on 26th January. Our Chairman hoisted The flag and made a speech on the occasion. Following this, The Principal and a few faculty members made speeches on the importance of Republic Day Celebrations as a national festival.

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.

BEST PRACTICE I Title of the Practice: An Integration of Innovations, Enlightening Technical Skills to Manifest into Career Building: A Hub of Technology for Prosperity.

Objectives of the Practice

a) To enlighten skills and bring awareness about latest technologies, industry requirements and overall personality development.

b) To help in Career Visioning and Nourish the Designing and Innovative skills, paving way towards career in core companies.

c) To gain a competitive advantage by developingtechnical skill sets that is in demand.

d) To meet the demand for Business entrepreneurs, Innovators, Creative thinkers to Society where data is central to Research, Teaching and Business.

e) To influence contacts with industry and improve interdisciplinary training of technical skills collaborate with training companies for domain-specific employability.

BEST PRACTICE II

Title of the practice: In grain Discipline, Human Interaction and Universal Values among the students through Community Orientation Activities.

Objectives of the Practices:

a) To model a new student orientation program that builds foundation for development of community learning.

b) To create an atmosphere that minimizes anxiety, promotes positive attitudes, and stimulates curiosity for learning.

c) To emphasize importance of being involved in community orientation programs and taking responsibility for growth and humanity development.

File Description	Documents
Best practices in the Institutional website	https://smec.ac.in//assets/images/criteria/7.2.1.pdf
Any other relevant information	NA

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

Institutional Distinctiveness:

EFFECTIVE PLACEMENTS FOR CAREER BUILDING OBJECTIVES

a) The goal of Training Placement cell is to provide students with a platform for utilizing their potential to gain valuable experience through working for Industry. Specifically to provide High intense training, Domain specific training and company specific training to the students for getting good placements with high packages.

b) It also acts as the Interface among various companies seeking talented young graduates from various disciplines.

c) To place students in Prospective IT Core companies.

d) To help the students developing a passion to win with a global mindset.

e) To assist students developing their academic and career interests, and their short as well as long-term goals through individual counselling and group sessions.

f) Maintaining and updating the database of students, maintaining database of companies and establishing strategic links for campus recruitments.

EVIDENCE OF SUCCESS

The College has a record of 100% placements and the students of the college are being placed in top MNCs and IT giants all over the country. The college has celebrated "Placement Day' on 08-07-2023, first ever event in the state of Telangana where all

the placed students are given their offer letters in the presence of thier parents.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

FUTURE PLANS OF THIS INSTITUTE:

1. To increase the intake of the emerging course like CSE(AI&ML) and AI&DS.

2. To get funding projects from government and private agencies.

3. To conduct more Technical events like Guest Lectures,FDPs, STTPs etc for the benifit of student and faculty.

4. To get funding for the projects developed in MSME incubation center.

5. To achive NIRF and ATAL rankings.

6. To plan for the Center of Excellence

7. To increase the IT infrastructure facilities.

8.To expand the infrastucture of the institute.

9. To encourage students for startups

10. To have more industry institute interactions.

11. To place the students with higher packages.