



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	
Finolex Academy of Management and Technology, Ratnagiri	
• Name of the Head of the institution	Dr. Kaushal K. Prasad
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09371295793
• Mobile no	9819125676
• Registered e-mail	naac@famt.ac.in
• Alternate e-mail	principal@famt.ac.in
• Address	P-60, P60/1, MIDC, Mirjole Block, Ratnagiri
• City/Town	Ratnagiri
• State/UT	Maharashtra
• Pin Code	415639
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Mumbai University				
• Name of the IQAC Coordinator	Dr. Yogesh G. Mulye				
• Phone No.	09422564621				
• Alternate phone No.	9284723936				
• Mobile	9422564621				
• IQAC e-mail address	iqac@famt.ac.in				
• Alternate Email address	yogesh.mulye@famt.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://famt.ac.in/NAAC_Documents/aqar/2019-20/FAMT%20AQAR%202019-20%20Submitted%20on%202021%2008%2031.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://famt.ac.in/wp-content/uploads/2021/10/AC-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.84	2019	28/03/2019	27/03/2024
6.Date of Establishment of IQAC			19/12/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1) Organized a program on NEP 2020 2) Reviewed and under revision the Event Documentation system for departments and Committees 3) Reviewed, Revised and Implemented System for Slow and fast Learners for Sem-3 onwards 4) Department Audit 5) Quality Upgradation of faculty 83 faculty members have attended/completed 374 FDPs/workshops/webinars/seminars		
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	
Nil	Nil	
13.Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		
Name	Date of meeting(s)	
Nil	30/09/2021	
14.Whether institutional data submitted to AISHE		

Year	Date of Submission
2020	25/01/2022

15.Multidisciplinary / interdisciplinary**16.Academic bank of credits (ABC):****17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1	431
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1677
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	133
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	474
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	99
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	80
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	33
Total number of Classrooms and Seminar halls	
4.2	76.5119
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	495
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

Before Commencement of Semester: ? The semester academic planning guidelines are decided in the meeting of the deans, HoDs and principal. ? The institute and department academic calendars are prepared considering teaching – learning and activities, and conveyed to the stakeholders virtually. ? Teaching load is allocated and time table is prepared and shared through website/LMS and WhatsApp groups. ? Proper functioning of the laboratory equipment is ensured. ? Implementation of OBE is planned by defining COs, CO-PO mapping and learning levels. ? Teachers prepare/update the course file consisting of - all course related information. During semester: ? The classes are commenced as per the university guidelines. ? Two internal assessment examinations are conducted. ? Syllabus coverage is reviewed periodically. ? Students give feedback about teaching-learning and remedial measures are taken for performance improvement. ? LMS, ICT and innovative techniques are used for effective delivery. End of semester: ? Course survey is conducted. ? CO-PO attainment is calculated. ? Department Audit of each department is conducted. During lockdown, Teaching-Learning process was planned and implemented via online mode. It was ensured that there is no loss of academics during lockdown.

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

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

The semester academic planning outlines are decided in the meeting of the Principal with Deans and HoDs prior to commencement of the semester. All the academic, examination, student related co-curricular and extra-curricular activities including sports are planned as applicable. The academic planning committee, of representatives from every department, prepares the academic calendar and ensures the adherence of all the departments to the same. The following CIE heads are considered:

CIE head

Frequency

Variety

1. Internal Assessments Exams

Twice a semester

IA-1: based on and after completion of 40-50% of the complete syllabus.

IA-2: excluding syllabus for IA-I and after completion of around 80 % of the complete syllabus.

2. Term work -

a) Lab Experiments

Weekly

b) Assignments

Weekly

Separate questions for a group of 10 students

c) Mini projects

Semester

In a group of 3-4 students

3. Major project

Year

In a group of 3-4 students

Monthly academic review meetings are conducted by the HoDs and the principal. The records of CIE are maintained by the course teachers. Adherence of the departments to the academic calendar is reviewed during the academic audit.

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

09

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

03

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

304

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The institute integrates cross cutting issues with the curriculum in the following ways:

Professional Ethics:

In view to inculcate ethical attitude/values at workplace and life,

a compulsory course in Professional Communication and Ethics encompassing -professional ethics, responsible use of social media, IPR, Ethics in business and corporate activities is included in the curriculum of all branches by University of Mumbai.

Gender related issues are integrated through:

1. Representation of the female faculty members on following committees:

1. Internal Complaint
2. Grievance Redressal
3. Women Development Cell
4. Anti-ragging
5. SC/ST

1. Appointment of girl student members on/as:

1. Department Advisory Board
2. Library Advisory Committee
3. Class Representative
4. Students Council

Human Values:

Human values are inculcated among the students through programs like Donation Drive.

Environment and Sustainability:

The institute maintains a lush green campus. The following courses/webinars are offered on environment and sustainability.

Name of Course

Branch/Semester**Energy Audit and Management****ILOC****Renewable energy sources****Mechanical/VIII****Disaster Management and Mitigation Measures****ILOC****Webinar on Solar installation, commissioning & current government policies****Mechanical****Quiz on Renewable Energy and Energy Conservation****Mechanical****The students are encouraged to participate in various National level solar and electric vehicle competitions and bring accolades to the institute.**

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**17**

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

648

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criterial1/SyllabusReview.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
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	View File
URL for feedback report	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criterial/feedback_analysis.pdf

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**

303

File Description	Documents
Any additional information	View File
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**

146

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

2.2 - Catering to Student Diversity

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

After commencement of the new semester, every course teacher conducts an online MCQ based quiz consisting of 10 MCQs (as under)

based on the syllabus covered during the first three weeks of teaching.

No. of Questions

*Degree of Difficulty

Level of learning which are tested

02

Low

Remember

05

Medium

Understand

03

High

Analyse/Apply

Duration of the test = 20 minutes for total 20 marks

*Low/medium/high in accordance with University question papers

Classification of learner

Criteria

Measures taken

Slow learner

marks obtained by the learner ≤ 10

1. One interactive session with the learners to understand the issues if any.

2. Material based upon concepts is provided to the learners through LMS

3. Assignment of 02/03 problems to be given to the learners based upon the topics covered till the quiz

Advanced learner

marks obtained by the learner ≥ 16

At least one NPTEL/Coursera/IBM Skills/EdX course to be completed by the learner.

Questions with more difficulty levels were given to solve. E.g., Gate examination questions

Additional Measures:

- Advanced learners are encouraged to undergo additional training programs.

2. A value added course on Advanced spoken English is conducted for the learners during the second year of Engineering especially for those having relatively weaker communication skills.

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

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

Number of Students	Number of Teachers
1677	99

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

Experiential Learning:

Virtual Labs, animations, recorded videos, YouTube videos, PPTs are

effectively used for enhancing the learning experience of the students. The software tools like- AutoCAD, Fusion 360, CAMWORKS, Python, C++, SCILAB, Octave, Wire Shark, CISCO packet tracer, Keil are used to enrich students' experience during online learning. Students are encouraged and supported to undergo - virtual internships, virtual industrial visits. virtual Group discussions and mock sessions.

Participative and Collaborative Learning:

An industry sponsored laboratory is set up to promote Project Based Learning (PBL). Emphasis is given on mini projects during the second/third year and major projects during the final year.

Students are encouraged and supported to participate in virtual national level vehicle development projects like SAE BAJA, Solar vehicle competition, electric vehicle competition.

Active involvement of students in organizing and executing student centric virtual activities like - logo design, mock interviews, automobile styling along professional student chapters like ISHRAE provide necessary impetus towards collaborative learning.

Problem-solving Methodologies:

Students are encouraged and supported to work upon industry based projects and real time problems. A National level virtual product 'Ideathon' is organized based upon COVID 19. IIC focuses towards inculcating problem solving abilities among the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The academic departments have ICT classrooms along with pentabs. Teachers use their websites, YouTube channels, PPTs, Audio PPTs, recorded videos, YouTube videos, animated clips to deliver the learning content. Fusion 360 app is used for conducting the lab courses like CAD. Google Meet and Webex platforms are used for the online classes/meetings. The teachers use LMS like - Google

Classroom and Edmodo for sharing the learning resources. Google form is used for conducting the internal assessment and identifying the slow and advanced learners.. The evaluation of experiments/assignments is done through quizzes using Google forms.

Various webinars, value-added courses, workshops, internships, project review meetings are also conducted in virtual mode using suitable online platforms like - Meet, Teams, Zoom. The Institute has YouTube Channel which is used to deliver webinars and expert sessions.

Separate WhatsApp groups for each class are formed for all the concerned notices, circulars and academic information.

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

88

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

2.4 - Teacher Profile and Quality

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

99

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	View File

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

10

File Description	Documents
Any additional information	View File
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

12

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute considers the following heads for internal assessment:

IA head

Frequency

Mode

1. Internal Tests

Twice in a semester

Online

2. Term work -

a) Lab Experiments

Weekly

Online

b) Assignments

Modulewise

Online

c) Mini projects

During semester

Online

3. Major projects

During final year

Online

The internal assessment is conducted as per the University of Mumbai guidelines from time to time. It contains descriptive and objective questions It is conducted in online mode through Google form as per the applicable COs which are communicated to the students via question papers along with an expected level of learning as per Bloom's taxonomy. The schedule is displayed on website, WhatsApp

groups at least 5 days before the commencement. Answer sheets are evaluated within a week and the score is immediately shared with the student through email and WhatsApp group.

Term work is assessed through the quiz. Projects are evaluated by a team of faculty using rubrics consisting of various attributes.

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

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

Internal Assessment:

During the academic year 2020-21, the internal assessment was conducted as per the guidelines of the University of Mumbai. The assessment was carried online with question papers based on MCQs and descriptive set of questions. The results are declared within a week and shared with the students through WhatsApp and Google classroom. The students shall approach the concerned teachers in case of grievances if any like- total marks, unassessed answers. These grievances are addressed by the concerned course teacher and the outcomes are reflected in the marksheets within 4 working days.

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

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes prescribed by the National Board of Accreditation are followed and communicated to teachers and students through the website. University Of Mumbai has prescribed Course Outcomes for each course of all the programmes, the University Of Mumbai syllabus consisting of the Course Outcomes is displayed on the institute website. At the beginning of each semester, concerned course teachers define six Course Outcomes for each of the courses based on each module mentioned in the syllabus in line with the University Of

Mumbai prescribed Course Outcomes. These are communicated with the students through the website and Learning Management System. Course Outcomes are also communicated through each experiment/assignment evaluation sheet and Internal Assessment question papers. Lab outcomes are displayed on Website. At the end of each semester, feedback from the concerned students is taken related to the attainment of each Course Outcome where all the Course Outcomes are communicated to the students.

Each program has two Programme Specific Outcomes (PSOs) defined, which are communicated to the faculties and students through Website and displayed at prominent locations in the departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://famt.ac.in/peos-pos-psos/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institute calculates attainment of:

Program Outcome (PO): As specified by NBA

Program Specific Outcome (PSO): Defined by the department for each program

Course Outcome (CO): Six COs (one per module for each course) defined by course teacher in line with University Of Mumbai prescribed Course Outcomes(COs).

The attainment is calculated as under:

Sr. No.

Activity

Carried by

1

Definition of Course Outcomes (COs)/Lab Outcomes(LOs)

Course teacher/

project supervisor

2

Preparation of matrix for mapping of COs/LOs with POs with a definition of relationship as:

Low (1)

Medium (2)

High (3)

3

Calculation of Direct Attainment of COs, LOs, & Learning Level Outcomes as per Bloom's Taxonomy based on the four heads in common and individually:

■ Term Work -

Assignment, Projects,

Experiments, Tutorials

70%

weightage

■ Internal Assessment

Examination

■ End Semester

Oral/Practical Examination

30 % weightage

4. End Semester Theory**Examination**

4

Calculation of attainment of POs and PSOs through projects (Mini/Major) based on rubrics developed

5

Calculation of PO & PSO attainment using CO/LO Attainment levels

Department

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

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

471

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://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria2/2.6.3/Result%20Analysis%20Report%20AY%202020%202021.pdf

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://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria2/2.7/SSS-2020-21-SCANNED.pdf

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)

0.33028

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

1

File Description	Documents
Any additional information	View File
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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://ashraeral.org/

3.2 - Innovation Ecosystem

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

To remain ahead and competitive in the field of technology, institute has ecosystem consisting of the Institution's Innovation Council (IIC) to promote innovation, creation, transfer of knowledge and entrepreneurship. Through IIC, faculty members have undergone a training of Innovation Ambassador. Innovation and Entrepreneurship Development Cell of the institute through IIC has motivated students towards entrepreneurship. The Institute has NPTEL Local Chapter and MoUs with online education platforms like Coursera, Edx, IBM Skill, etc through which skill development opportunities are provided to students and faculty members free of cost. Institute sponsors faculty members for NPTEL Courses.

The institute provides necessary facilities to do the research work and present it in conferences or journals, to boost the research and innovations. This includes publication support INR 7000/- per head per annum and timely disbursement of grant. The students are also provided with the facilities for their innovative projects. It is

quite evident in excellent rankings at vehicle design and development competition across India. The institute provides financial support and facilities to the faculty members and students in the Intellectual Property Rights creation. One design of two faculty members is patented and two patents are filed by two different faculty members.

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

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

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

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

0

File Description	Documents
URL to the research page on HEI website	https://famt.ac.in/phd/
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	View File

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****2**

File Description	Documents
Any additional information	View File
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****18**

File Description	Documents
Any additional information	View File
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

The institute sensitizes students through various extension activities via NSS, Nature Club, and Student chapters. The Internal Complaint Committee (ICC) organized a session on stress management to provide various ways to manage different kind of stresses and helped the students in their personal development.

The activities by the National Service Scheme Unit (NSS) and the Nature Club helps in sensitizing students about the importance of cleanliness, health, hygiene, natural resources and their optimum usage.

The student associations established at department level and the student chapters such as the Indian Society of Heating,

Refrigerating and Air Conditioning Engineers (ISHRAE) involves the students in extension activities like training to school students, cleanliness drive and donation drives. These activities sensitize students to social issues. Further, it also impacts their mind by realizing the need of awareness about advancements in technology, its pros and cons, careful use for the betterment of society and environment.

In the time of pandemic faculty members have contributed for the PM Cares funds and CM Fund. Besides this, students also have organized donation drive to collect necessary items for needy people and distributed them.

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

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

2

File Description	Documents
Any additional information	View File
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

10

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

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

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

10

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

3.5 - Collaboration

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

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

1796

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
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**5**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	View File
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.

The institute has state-of-the-art infrastructure conforming with the mission. The separate blocks for each department facilitate the functional convenience of all stakeholders. A central computing facility, supported by departmental computing facilities, enables the effective conduct of regular practical sessions/examinations/training related to soft skills, placements, etc.

Internet/ Wi-Fi facility is provided in the academic areas including the library. Access to online video lectures, and e-journals are made available on the entire campus.

An auditorium with a seating capacity of 500+ people is provided and used for various student-centric activities such as - welcome address, parent meets, cultural festival, extension activities, etc. ICT enabled classrooms and seminar halls facilitate the smooth conduct of lectures, add-on courses, workshops, activities of student associations, etc. The institute has a generator facility for power backup.

Each department has dedicated and spacious classrooms for every class/division, along with ICT classrooms. All laboratories are equipped with facilities as prescribed by University of Mumbai. In

addition, there are various advanced laboratories like Language Lab, Advanced Manufacturing Lab etc. The central library of the institute has more than 35000 books. Besides, every department has a separate departmental library.

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Sr

Particulars

Available

AICTE Requirement

Average size

Size as per AICTE norms

Average seating capacity

No

No

Sq.m.

Sq.m.

No

1

No of classrooms

30

25

75

66

70

2

No of Tutorial Rooms

7

7

35

33

20

3

No of Seminar Halls

3

2

163

132

120

4

No of Laboratory Rooms

52

43

89

66

30

5

No of Auditorium

1

1

546

400

500+

6

No of Computers

495

272

NA

NA

NA

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

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

The institute always encourages and provides facilities to the students to participate in the cultural, sports and extra-curricular activities at the institute, intercollegiate, university, state and national levels.

Sports:

The students at the institute participate in the university, state and national level tournaments. The institute organizes an annual intercollegiate sports competition and provides facilities for both indoor and outdoor games. Sports kits and materials are provided to the students.

1. Outdoor Games

The campus is equipped with courts/playgrounds for Volleyball, Kho-Kho, Kabaddi, Throw Ball. The sports like Cricket, Football, and Basketball are arranged on the grounds of local authorities.

1. Indoor Games

The facilities for Table Tennis, Chess, Carrom and Badminton are

available on the campus.

1. Cultural Activities:

The students are encouraged and supported to organize and participate in various cultural activities. The institute provides a platform for the fine arts and creative writing in English, Marathi and Hindi through the annual magazine to the students and teachers. The students are supported to participate in inter-college, university, state and national level cultural competitions like University Youth Festival etc.

Sr. No.

Particulars

Specification/size with the unit

Qty

Year of Establishment

1

Cricket kit

--NA--

8

1998

2

Volley Ball kit

--NA--

10

1998

3

Carrom board

--NA--

9

1998

4

Badminton Court

20' x 44'

1

1998

5

Table Tennis kit

--NA--

1

1998

6

Chess Board set

--NA--

9

1998

7

Flying Disc

--NA--

1

1998

8

Throw Ball kit

--NA--

1

1998

9

Volleyball court

110' x 60'

2

1998

10

10 Playground (for Khokho, Kabaddi, Box Cricket etc.)

120'x 70'

2

2008

11

Football Kit

--NA--

8

1998

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**13**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	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)****16.61**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

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

The Institute Central Library is fully automated using SOUL 2.0 software. Online Public Access Catalogue (OPAC) enables the users to check online the availability of books in stock and those issued to the members. The library provides campus-wide access through the ILMS which includes:

1.A search of books through the online catalogue

2.Request for books

3.An overnight issue of books**4.Issue and returning books through the barcode-based system.**

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

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

C. Any 2 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)

3.70201

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

6.84

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

IT infrastructure is upgraded to enhance ICT based teaching-learning to keeppace with the recent developments in the respective fields of engineering and technology.

The institute has deployed ERP software from the academic year 2018-19. All the admissions, payment of fees, student services etc. has been made online.

A dynamic website with G-suite enabled email IDs to all employees has been created. All laboratories and central computing facilities are connected through LAN. Every academic block has ICT equipped seminar halls. The student- computer ratio of 1:1 is maintained for practicals. Wi-Fi is available at the strategic locations including the library, faculty and staff rooms.

The campus is under open surveillance of CCTV cameras at strategic locations in administrative and academic areas for the safety and protection of various stakeholders and infrastructure.

The library is fully automated with computers reserved for OPAC and internet access.

Online expert lectures are arranged through NPTEL, Coursera etc. The majority meetings are conducted through suitable online platforms.

The year-wise upgradation of IT infrastructure is summarized in the

attached table.

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

4.3.2 - Number of Computers

495

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)

76.51190

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.

A maintenance policy is prepared to ensure the optimum use and service life of the infrastructure, lab equipment and other resources.

Maintenance is done by repairing, partial replacement or total replacement and is categorized as regular, preventive and other maintenance.

The Head of Construction and Maintenance Department, along with his team, ensures safe operating conditions by performing regular inspections, preventive maintenance and conducting all necessary repairs to ensure the productive and useful life of the units.

IT Infrastructure Maintenance by Systems Department:

All computers and networking facilities in the institute are under the supervision of the Systems Department. The maintenance is carried as per following procedures:

A) Preventive and Routine Maintenance Procedures:

A routine maintenance is carried out for all machines/equipment.

B) Breakdown Maintenance Procedures:

1. Faculty /staff places a service request for the construction and maintenance and the Head of the concerned department verifies the same.
2. The service request generated by concerned faculty/staff is registered through the service request form.
3. The service request is registered and is verified.
4. The maintenance staff attends to the service request. The Head of the concerned department takes a final decision in this regard.
5. Appropriate documentation is filed as per the completion of request.

Civil infrastructure and related maintenance

IT infrastructure related maintenance

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

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

897

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

8

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria5/5.1.3/5.1.3.xlsx
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

260

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

260

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

260

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

10

File Description	Documents
Upload supporting data for student/alumni	View File
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**

9

File Description	Documents
Upload supporting data for the same	View File
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.

1

File Description	Documents
e-copies of award letters and certificates	View File
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)

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

The institute has policies to boost the representation and engagement of students on various bodies.

Students Council has students' representatives as the General Secretaries for boys and girls, Sports Secretaries for boys and girls, Technical Secretary and Cultural Secretary along with the faculty representatives. It ensures an opportunity for students to express their views on academics and co-curricular and extracurricular activities.

Students are nominated on various academic committees that advise, frame policies and monitor the functioning of the department and institute such as the Department Advisory Board (DAB), Library Advisory Committee (LAC), College Development Committee (CDC) and IQAC.

Additionally, student associations of every department organize a variety of curricular, co-curricular and extension activities. The Student Convener constitutes a team of representatives from every class. Besides, students represent and participate in the institute level committees/cells - Cultural, Internal Complaint (Women Grievance), Women Development, Nature Club, NSS, Anti-ragging, Hostel, Canteen etc.

Besides, the organization & execution of Utopia (annual gathering), sports competitions and Brainwaves - a national technical event is done by the students.

The active participation of students in planning and executing activities conducted through these associations and committees builds and boosts their confidence, leadership traits and managerial and interpersonal skills.

File Description	Documents
Paste link for additional information	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria5/5.3.2/student%20council.pdf
Upload any additional information	View File

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

6

File Description	Documents
Report of the event	View File
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

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

The Alumni Association of the institute is registered as "Maji Vidyarthi Sangh, Finolex Academy of Management and Technology, Ratnagiri".

The Alumni Association communicates the alumni through a dedicated alumni portal (App and website powered by Vaave Communications), various social and electronic media to get the updates of their career progress, and achievements and also to provide institutes progress and activities. The alumni have their representation in IQAC, College Development Cell (CDC), Department Advisory Board etc. Alumni contributes for syllabus improvements as well as organization of the co and extra-curricular activities to bridge the industry trends and academics. These activities strengthen awareness among the existing students regarding professional life which ultimately improves their employability.

The institute has also set up a channel to receive funds from the alumni which will be used for providing facilities for the students to make them well-versed with the global trends. Due to covid situation, the Alumni meet could not be held this year. Alumni collaboration facilitate the permissions for Industrial and vocational trainings.

File Description	Documents
Paste link for additional information	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria5/5.4.1/Alimni_Event_reports.pdf
Upload any additional information	View File

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

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 academy aspires to nurture students as leaders who are in tune with global trends, equipped with engineering knowledge and practical skills, to excel in creativity and innovation in order to play their part in technological advancement of the nation.

The governance system of the institute aims to achieve the stated goals. Hope Foundation's Advisory Council provides direction to Governing Body (GB) for future growth. GB also receives continuous feedback from College Development Committee (CDC) which is used to integrate management decisions as per the Vision and Mission of the Institute. IQAC audits academic & administrative working, procedures, records and feedbacks, and suggests quality improvement methods. Department Advisory Board (DAB) consisting of parents, industry personnel, academicians, senior faculties, students and alumni provides suggestions to concerned departments which are consolidated by IQAC. Faculty member's representation in GB, IQAC, CDC and DAB plays a vital role in the effective governance of the Institute and it also helps the faculty members to experience policy making. GB, in coordination with CDC, and considering suggestions of Advisory Council, meticulously prepares institute's perspective plan and reviews the progress periodically. Accordingly, institute is developing research centers, creating industry linked Centers of Excellence and aims accreditation from NBA.

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

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

Initially the Training & Placement (T&P) team was handled by a single authority and designated person was not assigned for training. The Institute identified the importance of industry relevant training in addition to the University prescribed curriculum and the decentralization of T&P team was done by introducing training officers in the team. The role of training officers is to identify the industry relevant skill sets, shortlisting the external training providers (if training by the

faculty members is not possible) & conducting the various training activities into the campus.

During the pandemic when most of the industries were closed for internships, Training team made a contract with Coursera for online training of students. Through the contract 1000+ students completed 2300+ state of art courses at free of cost. Institute also made successful association with EDX, IIRS, IBM Skillsbuild for free of cost online training. Institute also succeed in continuing the relationships with CSR partners proving soft skill training to the students at free of cost.

Continual efforts of T&P team led institute to place approximately 90% of eligible students in reputed companies such as TCS, Wipro, Infosys, Capgemini, Finolex Industries, Faurecia, Flex, Byju's etc. even during pandemic i.e. for AY 2020-21.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institute follows the syllabus of University of Mumbai. Apart from the syllabus, to keep the students updated with current industry trends institute planned to have coordinated efforts with industries in the form of industry training, internships, creation of industry linked labs, industrial projects, creation of center of excellence through industry support and by utilizing the industrial expertise (through departmental advisory board) for decision making.

To effectively implement the plan, management, faculty members, training team and students collaborates with industries at various levels. Various departments works to establish industry linked labs and department also has advisory boards with industry personnel in the the panel which helps department to link education with latest development in industries. Faculty members drafts various proposals and acquires grants for research work. During semester breaks students undergo various internships.

In alignment with the perspective plan of having industry linkages, currently institute has following industry academic linkages: Intel

Center of Excellence, Microsoft Virtual Academy, Cisco Networking Academy, Amazon AWS Academy, iPhone Application Development Center, NVIDIA Developer center, Paloalto cyber security academy, Product development lab funded by Finolex Industries Ltd, CoE in Computer vision, development of customized facilities for Training & Placement department and smart seminar hall by funding from FIL etc.

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

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

A governing body (GB) was formed to achieve the set goals and to ensure smooth functioning and efficient use of resources of the institute. In line with inputs from an Advisory Council (AC) of the parent trust, GB prepares and executes action plan through institutional bodies like - College Development Committee (CDC), IQAC and Department Advisory Board (DAB).

GB frames the policies and directs their execution to conform with the vision and mission of the institute along with inputs from AC, CDC and IQAC. GB makes major policy decisions, approvals of recommendations by CDC.

CDC is responsible for preparing an action plan to achieve the goals corresponding to the directions of GB. It also considers feedback of various stakeholders.

IQAC prepares recommendations on academic and administrative functioning of the institute with due consideration of proposals from DAB. IQAC coordinator is a part of CDC.

The principal coordinates the overall functioning of the institute and ensures various compliances through Registrar, Deans and Heads of Departments.

Service rules are as per AICTE, DTE and affiliating University norms. Institute has also developed certain norms, within the framework of service rules, through quality manuals.

Recruitment of regular faculty members is as per the norms laid down by affiliating University. Ad-hoc faculty members and staff are recruited as per the requirements of the institute with approval by the management. The promotional policies are in line with AICTE Career Advancement Scheme and performance-based appraisal system of the institute

Grievance Redressal mechanism is observed through various committees constituted and online grievance redressal mechanism for its students and staff.

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

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Providend Fund - 100% employees including contract staff are covered under Employee Provident Fund Scheme.

Gratuity -All regular employees have been covered under the Payment of Gratuity Act, 1972. The funds are being handled by the LIC of

India, Satara.

Group Accident Insurance Policy - Accidental Policy covers all the employees & they can get compensation up to Rs. 10,00,000/- in case of accidental death or hospitalization.

LIC's Group Savings Linked Insurance- (GSLI) - Either on retirement employee gets saving portion amount or in case of death, sum assured is paid.

Maternity Leave- The institute provides full pay maternity leave to all female employees for their first two children.

Deputation of faculty and staff members for higher education - Faculty and staff members are deputed to pursue their higher education (M.E., Ph.D.)

Financial Assistance inclusive of Travelling, Registration Fees of Rs. 7,000/- (maximum) per faculty per financial year is provided for Paper Publication / Research/ Seminars/ Workshops.

Study Leave for higher education for teaching and non-teaching staff is provided as per institute policy.

Rent- free accommodation is provided to some faculty members.

Covid policy for class III/IV staff was provided by the institute. Reimbursement of covid vaccination expenses up to Rs.500/- per eligible employee was facilitated.

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

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

05

File Description	Documents
Upload any additional information	View File
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

02

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

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

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

65

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

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

The main purpose of any performance appraisal program is the professional development of the employees and the progress of the institute. This goal is accomplished by helping the employee to do a better job by developing the requisite professional knowledge and skills to meet the future needs of the work unit and the institution.

The management always plays an active role in the performance appraisal of the staff. The management is vigilant of the professional behaviour of the teaching and non-teaching staff. All annual increments and promotions are implemented as per management policy.

The performance appraisal system of institute is based on following evaluation parameters for teaching staff:

- Teaching Learning
- Research and Academic Contributions
- Research and Consultancy Projects
- Professional Development Activities
- Administrative Responsibilities
- Other Significant Contribution / Achievements

Minimum Score Guidelines

- Professor : 350/550

- Associate Professor : 300/550
- Assistant Professor : 250/550

Evaluation parameters for non-teaching staff:

- Quantity of output
- Quality of output
- Job knowledge & Skill
- Learning
- Cost efficiency, Techno Ability
- Communication
- Initiative & Drive
- Commitment/Sense of responsibility
- Planning & Organizing
- Relationship building & Teamwork

Minimum Score Guidelines 60/100

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

6.4 - Financial Management and Resource Mobilization

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

A committee constituted by the principal is entrusted with an internal audit. The scope of the internal audit program encompasses working in compliance with the appropriate laws, rules and regulations framed thereunder, sufficient systems and procedures are in place for adherence of institutional policies, proper books of accounts, voucher along with supporting documents are maintained further, proper systems and procedures are in place for internal control at the various department levels.

The external audit is performed by an independent Chartered Accountant appointed as a Statutory Auditor of the institute who initially reviews the reports and observations made by the Internal Audit Team and the explanations given by the accountant of the institute. The complete audit of all books of accounts is done as per various rules, regulations, statutes, provisions of relevant acts by the external auditor.

The role of the Statutory Auditors includes crucial impact factors like the institute's financial reporting process and the disclosure of its financial information to ensure that the financial statement is correct, sufficient and credible; reviewing the findings of any matters where there is suspected fraud or irregularity, or a failure of an internal control system as deemed necessary in the capacity of Statutory Auditor.

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

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

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

Nil

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

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

Being an unaided and private organization, the institute adopts balanced strategies in mobilizing funds and optimization of recourses.

Besides, the institute receives funds from CSR initiatives, hostel fees, interest on deposits, sponsorship from various resources, charges for conducting the online/offline workshops, research grants, testing and consultation, sponsorship from various agencies etc. Mukul Madhav Foundation donated INR 25Lakhs and the same was utilized for the above mentioned purpose.

The institute has a system of budgetary allocations for different entities such as salary, property, infrastructure development and maintenance, purchase of equipment, printing, stationery etc. The funds are allocated as per the budget sanctioned by the Governing Body and are utilized with the approval of the management. Accordingly, the monthly deposits are created against the requirement to generate revenue in the form of interest.

The institute focuses on maximum utilization of resources with minimum expenses through its purchase policy measures. Routine maintenance of property is done inhouse only.

The institute avails the financial benefits offered under various schemes of the authorities, such as exemption in electricity duty, monthly incentive for maintaining the power factor at nearly one, property tax waiver on academic buildings by Gram-Panchayat.

Skill upgradation program worth Rs 24.80 Lakhs was facilitated for students and staff. Around 1000 students and 55 faculty members have got benefited.

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

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

IQAC was conducting the academic audit of all departments after the declaration of results till the academic year 2019-20. The audit was focused only on the academic aspects of the departments. To monitor the overall development and progress of students, faculty members and departments; IQAC has decided to revise the current academic audit system.

A new comprehensive audit mechanism called Department Audit System was introduced in January 2020. It consists of Instructions and Guidelines regarding the formation of audit team, auditors and departments, a separate marking scheme cum marksheet for self-assessment and the audit team, and Department Audit Report Template.

To address the issues generated due to the Covid19 pandemic, IQA

planned an effective online Teaching-Learning Process (TLP). Accordingly, all faculty members prepared e-learning resources such as Notes, PPTs, Videos, etc. Google Meet is used as a platform for conducting lectures and practicals. Google Classroom is utilised for Assignments, Term-work and other Submissions and Google Forms are used for conducting Tests, Feedback, etc.

IQAC implemented the minimum specifications for activities to be conducted and participated by all bodies and individuals in offline mode. In pandemic, IQAC steered all bodies, the faculty members and students to conduct and participate in online events and activities such as Seminars, FDPs, Workshops, etc. for their holistic development.

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

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

IQAC monitors the systems being implemented in the institute and outcome of activities, and proposes the incremental improvements in existing systems and new systems to make it more result oriented.

Looking at the challenges posed by the pandemic, IQAC in consultation with the stakeholders suggested use of Google Meet for conducting online lectures and practical, virtual labs, videos and other requisite software for practical demonstrations, Google Classrooms for sharing learning resources and submission of assignments and Google Form for internal assessment and feedback for teaching learning process. IQAC also ensured that the guidelines issued from time to time by the statutory and regulatory bodies and authorities are followed.

Every semester, each department identifies Slow and Fast Learners and conducts the sessions and activities for their improvement and updates to IQAC. Teaching Feedback of the faculty members is conducted twice in every semester and conveyed to the concerned faculty and a summary is submitted to IQAC. Similarly, the outcome of the Program Exit Survey and Department level PO attainment is discussed in IQAC meeting.

The Department Audit of all academic departments is conducted every year and the audit report is discussed in IQAC meeting. The analysis of strengths and areas of improvements is shared with all the departments.

The institute conveys outcome of the audit strengths and areas of improvement to all the departments. To systematize the documentation process, IQAC is preparing the templates and calendar for document preparation and submission for all bodies and employees of the institute.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria6/6.5.3/Institute Annual Report 2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute follows co-education system and as a part of it, equal opportunities and benefits are provided to everyone irrespective of gender. In all curricular, co-curricular and extra-curricular activities equal participation of boys and girls is encouraged.

The academy also has Internal Complaint Cell for both the genders. There is a special complaint box kept only for girls by Ratnagiri police in the academy. The institute takes initiatives in training students by organizing various programs to make aware about gender equity. The programs arranged during this year are Session on "Stress Management" and "A Talk on Women's Health: Challenges in the 21st Century".

Safety and Security: In the institution and at hostel premises, the twenty-four-hour security is provided at all the entry and exit points. The security is managed by AFEXCO (Armed Forces Ex-officers Cooperative Society). The important locations in the institute premises are under constant CCTV surveillance.

Counselling: The institute follows rigorous mentorship program. A group of up to 20 students are assigned to one faculty. Mentoring and counseling is done by faculty and if additional help is needed for students, they are advised to contact their HoD, Mentorship coordinator, faculty in charge student affairs or Principal.

Common room: The institute has a girls' common room with various amenities such as first aid box, bed and indoor sports facility such as carrom, chess.

File Description	Documents
Annual gender sensitization action plan	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria7/7.1.1/7.1.1.xlsx
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://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria7/7.1.1/Girls%20Common%20Room.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

B. Any 3 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

1. Solid Waste Management

Solid waste in the institute is mainly of type paper, bio waste from canteen and from garden. The paper type waste is sent for recycling every year.

The institute has Bio-gas plant. The biogas is used in canteen to partially met the fuel requirements and the organic waste from bio-gas plant is used as a fertilizer.

The waste from the garden is converted into compost by natural decomposition, which is then used as a fertilizer.

2. Liquid waste management

The institute has liquid waste only in the form of water from drainage of academic buildings and canteen. This waste water is accumulated in a tank and sent back to nature.

Due to pandemic, no chemical waste was produced in the academic year 2020-21.

3. E-Waste management.

The electronic waste such as monitors of old computers are sent for recycling by buy-back policy and new power efficient LCD/LED monitors are purchased.

The institute does not generate any type of Biomedical, hazardous chemicals and radio active waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File
Various policy documents / decisions circulated for implementation	View File
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

C. Any 2 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	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 core values of the institute include embracing diversity and

cherishing social responsibility. To hone these values & to build a nation of youth who are noble in their attitude and morally responsible, the institute organizes several activities. These activities lead to maintain cultural, regional and linguistic harmony as well as socio-economic diversity.

Four programs were conducted online for school children's around Ratnagiri to create awareness about environment, Renewable energy and Vedic mathematics. A program on career guidance was conducted for 10th standard students. A quiz was conducted for various schools/colleges of Kudal, Ratnagiri and Vengurla to make aware about Covid-19.

Under the Nature club, programs were conducted to create awareness on environmental issues and elimination of single use plastic.

"Marathi Bhasha Din" celebrated to make aware about the Marathi language.

An online program on Fort Management in era of Shivaji Maharaj was conducted on the occasion of Shivjayanti.

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

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

The institute sensitizes the students and the employees of the constitutional obligations about values, rights, duties and responsibilities of citizens.

The affiliating University curriculum is framed with mandatory courses like Induction Program, professional ethics and human values as a small step to inculcate constitutional obligations among the students. The policies of the institute reflect core values. The students and staff are obligated to follow the prescribed code of conduct of the institute.

Cherishing social responsibility is one of the core values of the institute. The institute has formed Universal Human Values Cell.

Along with that Cultural Committee, student associations and NSS organize the events based on fundamental duties, values, rights and responsibilities. Those programmes include commemorative day's celebrations, Environmental Awareness Programme, Women Health Awareness Programme, Celebration of International Yoga Day, Stress Management Sessions, Constitution day etc.

The institute extends help to the needy section of the society through different initiatives. During the Covid-19 pandemic, Covid-19 Awareness programme which included competitions like quiz, selfie with slogan, short video, poster making etc. were conducted to create awareness about the preventive measures. Many faculty and staff members helped the Covid-19 affected people in different ways including monetary contribution, providing direct help to the patients, NGOs, Covid-19 health workers etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria7/7.1.9/7.1.9.xlsx
Any other relevant information	Nil

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

B. Any 3 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

The institution organizes national festivals, birth and death anniversaries of great Indian personalities regularly.

The institute organizes National festivals such as Independence Day, Republic day, Shivswarajya din etc. and the attendees are the faculty, students and staff. These functions consists of address by Principal, lectures of eminent persons etc.

Birth anniversaries of great Indian personalities such as Mahatma Gandhi (International day of non-violence), Dr. Babasaheb Ambedkar, Sarvapalli Radhakrishnan (Teachers Day) and Sir. M. Visvesvaraya (Engineers Day) are being celebrated in the academy.

The institutes founder president Sri. P. P. Chhabria's birth anniversary 12th March is being celebrated as founder's day and various social programs are organized for a week such as donation drive to less privileged, donation of computers and other materials to schools, training programs to deaf and dumb school students, E-transactions to local rural people etc.

By organizing national festivals, birth and death anniversaries of great Indian personalities and various social programs, the institute inculcates human values and professional ethics among the faculty, students and society.

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

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-1

1. Title of the Practice

Holistic development of students through Industry linkages

2. Objectives of the Practice

Industry Institute Interaction has great bearing on the engineering curriculum, exposure of engineering students to industrial atmosphere. There is a need to create avenues for close academia and industry interaction through all the phases of technology development, starting from conceptualizing to commercialization.

- To provides a platform for both the students as well as faculty members to be aware of industry expectations of skill sets required for students.
- To make the teaching learning process to produce quality students to meet the expectations of industry

3. The Context

The Institute belongs to semi urban area and lack of industries in nearby area. The student's vernacular is the biggest agenda while connecting with the industry. The efforts need to be taken to polish the students to satisfy the expected communication skills set to cope up with the standards of the industry along with the technical knowledge.

The trend of the industry has completely changed for absorbing the

candidates on board and they are looking for the talent for the advanced and modern technologies.

The demographical location of the institute and the distance from the major industries hub is unfitting during exploring the placements activities. Also, the industries demanding the students count which is sometime more than the eligible students in the campus

High demand in industry about the cross-domain knowledge

4. The Practice

The Institute belongs to the remote location from the city; where the student's vernacular is the biggest challenge. To overcome this problem, institute has set up the Language Laboratory. Regular training programs for language and personality development is organized in collaboration with GTT Barclay. Aptitude training programs are conducted for students by faculty and in collaboration with external agencies.

For technology training, apart from regular teaching, Value added courses, Workshops, and training programs are organized. These programs are conducted in house as well as in collaboration with external agencies. The institute is having MoU with reputed industries and centre of excellence has been established which helps in training the students with latest technology and as per the requirement of industry.

Training and placement team is establishing good link with the industry, so we regularly visit the industries from various locations, arrange industry expert's session to explore the students about industry insight and the establishment of the centre of excellence by shaking hands with the industries. In association with the industry, we have conducted the training session to students and faculties as well.

Placement drives in institution are organized and we also execute the pool campus drive in association with the nearby institutes.

Students are always motivated and supported by institute to attend the internship training programs in industry during semester breaks. This exposes the students to the industry need and requirements. For third year and final year students, industrial visits are organized

Every department is having industry person and alumni in Department

Advisory Board. In regular meetings, the requirement of industry is discussed and accordingly the institute plans to organize value added courses, certification courses and workshops for students so that the requirement can be met.

Institute is having industry linked laboratories and provides certification programs in various thrust areas.

5. Evidence of Success

Various Value-added programs, workshops and training programs are conducted at each department and from Training and placement department for students. The number of students completed the training program/ internship and placement data is provided in the following link. In this academic year institute have signed MoU with Gadre Infotech. Also, institute has setup collaboration with online platforms such as Coursera, Edx, IBM Skill, etc and provided opportunities for students to get latest knowledge. More than 1000 students have successfully completed more than 1500 courses on these platforms. Beside that in the pandemic students have completed online internships in companies such as JP Morgan chase, Accenture, Citi Bank, etc through an online portal www.theforage.com. Further, students also enrolled for the AICTE online internship portal.

https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criteria7/Best%20Practice-1/List%20of%20Industrial%20Collaboration.pdf

https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criteria7/Best%20Practice-1/BP-1_TP %20Activities_2020-21.pdf

https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criteria7/Best%20Practice-1/Internship%20Data.pdf

https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criteria7/Best%20Practice-1/Placements%20Data.pdf

6. Problems Encountered and Resources Required

The academic curriculum is the part of embossing domain engineering knowledge; the equal importance is now we have to stretch to skill development in line with the industry need. The extra hours extending is sometime difficult to accept by the candidates.

As the institute is not surrounded with the industries; the acceptance of travelling of the company's executives for the hiring process from long distance can be halted due to no passenger airport

nearby vicinity.

The current training engagement activities about industry connect and for skills development are executed in the same infrastructure; which is available after completing the academic stuffs.

Best Practice-2

1. Title of the Practice

ICT Enabled Teaching Learning Process (iTLP)

2. Objectives of the Practice

Finolex Academy of Management and Technology (FAMT) is committed to constant enhancement in Teaching- Learning activities. The use of Information and Communication Technology (ICT) is a symbol of a new era in education. Use of ICT technology enhances teaching and learning process and facilitates better performance. ICT enables the use of innovative educational resources and the renewal of learning methods, establishing a more active collaboration of students. It is catering to life-long learning aspirations and that too at an affordable cost. The ICT enabled Teaching Learning Process(iTLP) is implemented in the institute as a best practice. The main objectives of this practice is:

- To enable digitally deployed and student centric platforms to create smart environment for learners.
- To manage academic and administrative resources with efficiency and optimum utilization.

3. The Context

As the need of the day, the institute adopted ICT enabled Teaching and Learning process as one of its best practice in the year 2018-19. In the start of COVID-19 pandemic, when the nation was put under lock down first time in March 2020, the institute within few days, switched to online education mode. The best practice helped as boon to faculty and students to adopt quickly to online teaching mode.

In current information society, people have to access knowledge via information and communication technology (ICT) to keep pace with the latest developments. With the help of ICT constraints of time and place can be overcome in the field of Teaching and Learning. Use of ICT is a new era in education.

In such a scenario, education, which always plays a critical role in any economic and social growth of a country, becomes even more important. Education increases the skills of the individual and their social interaction.

The use of ICT in education has intensely reformed teaching and learning processes. Furthermore, it has expanded new opportunities for learning and accessing to educational resources beyond those traditionally available.

ICT is considered as a mainstream in higher education. ICTs are being used in many areas such as: developing course materials; delivering content and sharing content; communication between learners, teachers and the outside world; creation and delivery of presentation and lectures.

4. The Practice

FAMT, over a period of 25 years, has worked on some best practices by way of educational strategies and activities which enhanced quality of teaching and learning such as ICT Enabled Teaching Learning Process (iTLP). Use of ICT enabled teaching and learning as a best practice started in 2018-19 helped to switch to online teaching- learning method during pandemic.

In view of Digital India initiative of Indian Government, FAMT has set up the following ICT deployments to promote active use of technology on the campus:

- Google Workspace for email, document storage, Online meetings.
- E-learning -Google Classroom and lecture repository
- Collaboration with various national / international recognized organizations such as Coursera, IBM, edX, ISRO etc.
- SWAYAM / NPTEL Repository
- Access of multi-disciplinary e-content through library portal of FAMT
- Cloud based MIS by Akron Systems, Online Feedback, Surveys and Attendance
- Alumni Portal

Google Workspace for email, document storage, Online meetings.

The institute in collaboration with Google got access to Google Workspace (formerly known as G-Suite). All the faculty have the access to email, document storage, Google class room and Google meets with facility to record the lecture.

Faculty members have been using EDMODO as an LMS in AY 2018-2019 and later it was shifted to Google Classroom. Google Classroom provides centralized management of the students, assignment sharing and evaluation, term work submission and online lecture conduction.

The google meet and google drive enables teachers to create a repository of every lecture which is conducted. Further, many teachers are having their YouTube channel and course web sites which are specifically used for sharing course contents.

Apart from online teaching activity, the important enhancement made by faculty and institution are

- Website for dedicated courses created by few faculty members
- You-Tube channels from faculty
- Recorded lecture repository on Google-class room.
- Live broadcasting of expert sessions by various departments on institute You-Tube channel.
- Creation of animated videos by some faculty members.
- Using Virtual laboratories for practical and sharing of recorded performance of practical by faculty.
- Creating of cross word puzzles for various courses.

Collaboration with various national / international recognized organizations such as Coursera, IBM, edX, ISRO etc.

The institute has collaboration with various leading national and internal universities/organizations. Under this the faculty and students of institute can register and complete courses online free of cost.

SWAYAM / NPTEL Repository

The institute encourages faculty to upgrade the knowledge through NPTEL courses by providing financial assistance in the course fee. Students are made aware about SWAYAM/NPTEL courses and encouraged to register and complete the courses.

The Central Library has an indexed repository for NPTEL lectures; students have been using the same on the campus for their reference purpose.

Cloud based MIS by Akron Systems, Online Feedback, Surveys and Attendance

FAMT has a cloud based MIS which takes care of the management of

common activities. This MIS has two main modules (i) Administration (ii) Academics

- Under administration module following key functionality are provided
 - User Login is provided for faculty and students. Students can get the details related to tuition fees, Hostel fees, Exam fees. These details are updated in real time. Students can pay the fees also through the payment gateway.
 - Regular SMS updates are sent to all faculty, staff and students and their parents for institute related news and announcements.
 - Admission related processes are managed, and different types of certificates are issued through the MIS.
- Under Academics module following modules are operational
 - Activities like assigning division to students, division transfer, assigning Roll No, assigning batch to student, batch transfer, assigning subjects to teacher, assigning batch to teacher, teaching Plan, practical plan, attendance sheet, marking daily attendance, assigning mentor, continuous assessment, Internal Assessment marks entry are carried out through this module. Master, class wise, individual timetables are created by using this module
 - Data related to faculty achievements, research publication, conference, published books etc can be stored here.
 - For the staff the Leave application, substitute request, approval of leave, Gate Pass approval as well as various reports related to Syllabus coverage, Teaching Learning Plans, students attendance and administrative process are generated herein

This MIS is accessible on the internet and it can be accessed remotely at any location. University related processes are updated in the MIS as and when required. This MIS saved lots of time, energy and paperwork.

5. Evidence of Success

The teaching learning continued without break during the lock down period.

Faculty have developed the e-content for various courses and shared to students through various platforms.

https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criteria7/Best%20Practice-2/BP-2_E-content_2020-21.pdf

In addition to regular teaching learning, following is the details of online certification completed by FAMT students and faculty members:

https://famt.ac.in/NAAC_Documents/aqar/2020-21/Criteria7/Best%20Practice-2/Coursera%20ISRO%20and%20IBM%20Skill%20Build_2020-21.pdf

In terms of administration, all activities related to students and faculty are carried out through cloud based MIS system from Akron systems.

6. Problems Encountered and Resources Required

FAMT is equipped with all the resources and infrastructure required for the utilization of Google Workspace, YouTube Streaming as well as NPTEL repository hosting which is now a well-established best practice at the Institute.

Financial constraint in upgradation of ICT hardware and software.

Students staying in rural areas of Ratnagiri district, face the problem related to network issues.

File Description	Documents
Best practices in the Institutional website	http://famt.ac.in/wp-content/uploads/2021/12/BP-1_2020-21-Modified.pdf
Any other relevant information	http://famt.ac.in/wp-content/uploads/2021/12/BP_2-2020-21-Modified.pdf

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

Quality education at affordable cost

As per the vision, to provide the quality education, FAMT is having state of the art infrastructure, well equipped laboratories and

qualified faculty and staff.

Academic schedule is followed strictly as per the academic calendar and 100% syllabus completion is done. Apart from regular theory and practical syllabus, course enrichment is carried out by faculty to fill the gap in the syllabus of the courses. Additional efforts are taken by conducting workshops, add-on courses and value-added courses as per industry needs to make students job ready. To enhance the soft skills of the student's soft skill training programs are organized. To enhance and nurture leadership qualities, working in team is supported by various student organizations in each branch. To create social and environmental awareness programs such as Blood donation, Donation drive to less privileged, beach cleaning, tree plantation drive, etc. are being conducted regularly.

At FAMT holistic development of students takes precedence. FAMT offers a vibrant academic ambiance with excellent amenities, robust training with industry collaborations and student centered activities on campus to promote professional and personal growth.

The academy shares its resources for the conduction of various recruitment examinations conducted by government and autonomous institutions. FAMT provide resources for admission related examinations such as MH-CET, JEE, GATE, etc.

FAMT strives to provide quality education at affordable cost. This is reflected in the result of the institution with many rank holders among top 20 in the university of Mumbai.

FAMT has secured PLATINUM grade in AICTE-CII Survey in Industry-Institute Interaction. FAMT was ranked in top 160 institutes by various ranking agencies such as India Today, Business World, etc.

To support the claim the institute is constantly listed in good position at various ranking agencies and with various awards.

https://famt.ac.in/NAAC_Documents/agar/2020-21/Criteria7/Institutional%20Distinctiveness/ID_Awards%20and%20Ranking%20List.pdf

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

FAMT Ratnagiri has identified the following plans of action for the next academic year.

1. To create an atmosphere for the holistic development of students, faculty members, and support staff.
2. To facilitate continuous upgradation of knowledge and use of technology by both the students and teachers.
3. To increase alumni and industry interaction with students
4. To encourage and facilitate a research culture by promoting interdisciplinary research both by the students and faculty members.
5. To give additional thrust to campus placement initiatives. To provide training opportunities that will improve student employability through global certification
6. To extend professional support to the student's who are planning to go for higher education in india and abroad.
7. To work for NBA SAR Submission
8. To start at least two new centers of Excellence