YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Hope Foundation's, Finolex Academy of Management adn Technology, Ratnagiri
• Name of the Head of the institution	Dr. Kaushal Kamaleshwar Prasad
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	
• Mobile no	9371295793
• Registered e-mail	naac@famt.ac.in
• Alternate e-mail	iqac@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	Semi-Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Mumbai University**
• Name of the IQAC Coordinator	**Dr. Yogesh Gajanan Mulye**
• Phone No.	
• 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)	http://famt.ac.in/wp-content/uploads/2022/01/AQAR-2020-21-Submitted-version.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://famt.ac.in/wp-content/uploads/2022/07/AC_2021_22.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	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
1. Proposed and developed Calendar for preparation and submission of reports, documents and planning by departments and individuals 2. Proposed and developed Calendar for preparation and submission of reports, documents and planning by committees and other bodies

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
To update teaching material for required for online meeting	Implemented
To motivate faculty to attend FDPs, STTPs, Workshops, etc.	58
To plan for smooth Teaching Learning Process (TLP)	Institute successfully implemented the online and physical TLP
To strengthen TnP activities	Efforts were taken to certain extent
To conduct Department Audit	Conducted

13.Whether the AQAR was placed before statutory body?	No
• Name of the statutory body	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	23/12/2022

15. Multidisciplinary / interdisciplinary

Multidisciplinary activates at FAMT

1. PhD Research Center Activities - Dr. Kaushal Prasad (Mechanical Engineering Department) and Dr. Vinayak A Bharadi (Information Technology) have be been working on Biometric and sentimental sensors. Dr. Kaushal Prasad is contributing for the thermodynamics of the sensors and Dr. Vinayak Bharadi is working on the system interface of the sensors.

2. Dr. Yogesh Mulye (Humanities and Science Department), Dr. Vinayak Bharadi (IT Department), Dr. Kaushal Prasad have developed an Outcome Based Education (OBE) utility and copyrighted the same.

3. Information Technology, Computer Science and Master of Computer Science Department has organized and International Conference "International Conference on Communication and Computing 2022" (ICCC2022) from April 08 to April 09 2022. This was an interdisciplinary activity where total 50 Research papers from IT, EXTC background were received and published in a journal.

4. Students of Mechanical Engineering, Electrical Engineering work together for designing and fabrication of Electric Vehicles and off road vehicles for national level competitions.

16. Academic bank of credits (ABC):

The Academic Bank of Credit provides the facility and functionality for the students to open an academic account and to get eligible for HEIs on board. The ABC digitally stores the academic credits of the students earned from HEIs registered with the bank and supply appropriate data for the HEIs to award degrees, diplomas / PG diploma and certificates as merited by the students, over a period. The ABC also ensures opening, closing and validation of Academic Bank Accounts and Credit verification, credit accumulation and

credit transfer or redemption for students. In view of above and as per the directives University of Mumbai (Circular no. DBoEE/ICF/2022-23/14 dates 21/10/2022, the process of generation of ABC IDs is initiated at the Academy. In order to create awareness about ABC and disseminate the information regarding how to generate ABC ID, a small presentation was prepared and circulated among the students. As on date total 209 students have obtained the ABC IDs. It is also planned to appoint a Nodal Officer at the academy for handling the activities related to ABC. The generated ABC IDs and name of the nodal officer will be communicated to the University of Mumbai in due to course of time.

17.Skill development:

Skill development and training helps install emotional maturity in students.Learning new skills requires students to be willing to experiment new things. It is the ability to face the challenges of tomorrow by preparing today. Theoritical knowledge can provide an imaginative framework but practical knowledge can provide real world exposure. Skill development is a systematic approach to move from your current state to the desired state by identifying the Gaps and developing those gaps from continuous learning.

Considering the demographic region of our college, we have to give more efforts for the employability of the students. Any organisation demands for an effective, productive and proficient employee. With a skill development the student are able to work productively and achieve the targets in less time for self growth as well as for the corporate.

Considering all the above aspects, to make our students more employable, we have chalked out the tailor made activities which are helpful for productive growth.

The major gap we came across was lack of soft skills in our students. During the campus placement activity, students are scrutinised through different screening tests such as Group Discussion, Personal Interviews, Aptitude Tests, Technical Skills, Resume Building and many more. We have conducted all the above mentioned activities in collaboration with Global Talent Track under the CSR activity of the Barclays. Altogether, 300 final year students participated in this event.

Also, in association with Aptech organisation ,students undergo with extensive Aptitude Training Session. Students were updated with the knowledge of numerical, verbal and non-verbal cues. To diagnose

our students placement readiness, we conduct the assessment tests in association with First Naukari for the students which is completely free of cost.

Considering the 21st century workplace skills, we always upgrade the knowledge of our pre-final year students in support with Billion Skills Lab , company HR and industry experts where they are introduced with the upcoming trends in the market.

Every year, renowned companies like TCS, Infosys, Wipro, CapGemini, Hexaware and many more recruit our final year students to increase the selection ratio in these companies, we originate the company specific training in collaboration with faculties, alumni and external agencies. The experience of previous batch students who got placed recently is shared with the final year students to make them familiar with the current selection process and minimise the errors.
The behaviour of the students create a major impact on their position in the organisation. The body language, email writing and the corporate etiquettes training is given to the placed students from the industry experts.

Some students are interested in education abroad for them the awareness sessions are organised. The bilingual is the demand of some multinational companies as well as it is required for study abroad, We conducted awareness events for our students in which the students are made aware.

With all above inputs to our final year students we are able place our about 335 students of academic year 2021-22 in various companies. The identification of gaps and fulfilling with the skills is the key factor of maximisation of the employability of our students.

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

FAMT is an Engineering Institute approved by AICTE and affiliated to University of Mumbai. English language is preferred as a medium of instruction while delivering the course contents as directed by the authorities. The academy has a unit of National Service Scheme (NSS) which is an extension to the higher education system to orient the student youth to community service while they are studying in educational institutions. The NSS unit of FAMT celebrates

Matrubhasha Din every year. The Unit organizes events like essay competitions and skits in Indian language especially Marathi being the local language and mother tongue of most of the students at FAMT. The academy also has a cultural committee which also celebrates Marathi Bhasha Din every year. In the academic year 2021-22, the committee organized online lectures on the topic - Opportunities in language translation. The committee also arranges competitions and quizzes on a regular basis to inculcate Indian culture through Indian language. While majorly following the medium of instruction as English, the faculty members also deliver the difficult concept in vernacular language for better understanding.

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

FAMT has implemented OBE system in all the departments. All the Subjects are having course outcome attaiment calculation from the internal as well as external examination results. The OBE System is having Direct and Indirect Attainment caclulations. The Direct Attainment has 80 % Weightage, it has components such as Course Outcome Attainment from, Internal Examination, Lab Termwork and End Semester Exmaination Results. CO attainment is used for the calculation of the Program Ourcome (PO) attainment from the CO-PO mapping. The Indirect Attainment has PO attainment from Events, Stakeholders feedback such as Students, Parents, Alumni and Employers.

The final CO and PO attainments are uised for the assesement of the overall performance of the students and then accordingly identification of the Opportuinities for the improvements.The attainments are discussed with

20.Distance education/online education:

FAMT encourages its students to acquaint themselves with the latest industry trends especially through online education platforms. In view of this academic collaborations are established by FAMT with organizations like Coursera, Indian Institute of Remote Sensing (IIRS), IBM Skill-build and Infosys Springboard. The academic collaborations with these organizations has opened huge online education opportunities for students of FAMT at a free of cost or at a minimal price. These certification courses are globally accepted and hence helping the students of the academy in their placement in various Indian and multinational companies. The collaboration with IIRS, ISRO (Indian Space Research Organization) was established in AY 2019-20. Till date, students of FAMT participated in a total of 12 IIRS courses. In AY 2021-22, students completed total 5 courses organized in association with IIRS, ISRO on the topics like Remote

Sensing & Digital Image Analysis, Overview of Geo-processing using Python, Geo-spatial Applications for Forest Ecosystem Analysis, GIS for Supply Chain Management etc. Infosys Springboard majorly helps FAMT students in acquiring the Digital literacy skills required to achieve digital competence and use information and communication technology for learning and communication. The collaboration with Infosys Springboard was established in academic year 2021-22. Till date Infosys Springboard has 1704 registered users. In academic year 2021-22 total 318 students have completed various certification programs in the field of Machine Learning, Artificial Intelligence, Database management, programming languages etc. IBM skillbuild helps FAMT students to explore a library of learning content to gain professional and practical skills related to new technologies and earn industry-recognized badges. The academic collaboration with IBM SkillBuild was established in the academic year 2020-21. So far students have enrolled in 1470 courses and completed various certification programs of IBM SkillBuild. Coursera is an online learning platform offering self-paced guided projects and on-demand courses on a variety of subjects. The collaboration with Coursera was established in the academic year 2020-21. Total 2405 certification courses are completed by the students of FAMT in online mode till date. In the academic year 2021-22 total 286 certification courses are completed by FAMT students in online mode.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**415**

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

2.Student

2.1 Number of students during the year	**1722**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**140**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**498**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**97**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**82**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**30**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**113**
4.3 Total number of computers on campus for academic purposes	**486**

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 cocurricular 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   A. All of the above

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

6

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)

3

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

218

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	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<u>View File</u>

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

33

File Description	Documents
Any additional information	<u>View File</u>
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	<u>View File</u>

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

232

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the   **A. All of the above**

syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni

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

1.4.2 - Feedback process of the Institution may be classified as follows   **B. Feedback collected, analyzed and action has been taken**

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

297

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

58

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Upon commencement of the new semester, every course teacher conducts an online quiz consisting of 10 MCQs based on the syllabus covered during the first three weeks of teaching. Following is the pattern of the test.

No. Of Questions

Degree of difficulty Level

Type of question

Marks

02

Low

Remember

04

05

Medium

Understand

10

03

High

Analyze/Apply

06

TOTAL MARKS

20

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

Measures taken for advancedlearner (marks obtained by the learner >= 16)

1. At least one NPTEL/Coursera/IBM Skills/EdX course to be completed by the learner.
2. 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.

However, for First Year Engineering (FE) for two subjects slow and advance learners are identified through separate test which is conducted as part of student induction program at the beginning of the teachingand for remianing subjects slow and fast learners are identified through Internal Assesment-I Examination. Efforts on slow-fast learners are conducted as per above stated mechanism.

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

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

Number of Students	Number of Teachers
1722	**97**

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. Problem-solving Methodologies: Students are encouraged and supported to work upon industry based projects and real time problems. IIC focuses towards inculcating problem solving abilities among the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[Nil](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,to deliver the learning content. Google Meet and Webex platforms are used for the online classes/meetings. The teachers useGoogle Classroomfor sharing the learning resources. Google form is used for conducting various quizzes,identifying the slow and advanced learners,evaluation of experiments/assignments (Rubrics). 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	<u>View File</u>

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	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	<u>View File</u>

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

11

File Description	Documents
Any additional information	<u>View File</u>
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)	<u>View File</u>

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

13

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

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:

Sr.

Internal Assessment Head

Frequency

Mode

1

Internal assessment Test

Twice in a semester

Online / Offline

2

Term work

1. Lab Experiments

Weekly

Online / Offline

1. Assignments

Module wise

Online / offline

1. Mini Project

One in a semester

Offline

3

Major Project

In Sem VII and VIII

Offline

The internal assessment is conducted as per the University of Mumbai guidelines.It is conducted as per the syllabus covered andCOs are mentioned inquestion papers along with an level of learning. The schedule is displayed on website, Notice boards and 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 WhatsApp group.It wasconducted in online mode / offline mode

per the instructions issued by University of Mumbai. Term work is assessed through the quiz. Projects are evaluated by a team of faculty using rubrics consisting of various attributes.Once the restrictions were over offline Internal tests were conducted in First half of 2022.

File Description	Documents
Any additional information	No File Uploaded
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 2021-22, the internal assessment was conducted as per the guidelines of the University of Mumbai. The assessment was carried in online/offlinemode. 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	No File Uploaded
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 through lectures / PPTs etc..

Course Outcomes are also communicated through each experiment/assignment evaluation sheet and Internal Assessment question papers. Lab outcomes are displayed on the 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	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

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)

HoD, All Concerned Teachers

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:

1. Term Work - Assignment, Projects, Experiments, Tutorials
2. 50% weightage Internal Assessment Examination
3. End Semester Oral/Practical Examination
4. 50 % weightage End Semester Theory Examination

Attainments for CO and POs for AY 2021-22 is completed

Course teacher/ project supervisor

4

Calculation of attainment of POs and PSOs through projects (Mini/Major) based on rubrics developed – For AY 2022-23 onwards there will a PO attainment calculation for the Major Projects as a course. This is specified in R2019 University Syllabus

Project Co-Ordinator

5

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

Attainments for CO and POs for AY 2021-22is completed

Department

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

498

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://famt.ac.in/NAAC_Documents/aqar/2021-22/Criteria2/2.6.3/Annual_report_Exam_Results_2021-22.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)

http://famt.ac.in/wp-content/uploads/2022/09/SSS-Analysis-report-_FAMT_GGB_2021-2022.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)

142846

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

4

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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)	<u>View File</u>
Any additional information	<u>View File</u>
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	<u>Nil</u>

3.2 - Innovation Ecosystem

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

The institute has an Institution's Innovation Council (IIC) to promote innovation, creation, transfer of knowledge and entrepreneurship to remain ahead and competitive in the field of technology . Through IIC, faculty members have undergone the 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 to present it in conferences or journals. 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. The institute provides financial support and facilities to the faculty members and students in the Intellectual Property Rights creation.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>Nil</u>

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

16

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	<u>View File</u>
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

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

4

File Description	Documents
URL to the research page on HEI website	<u>http://famt.ac.in/phdadmission/</u>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>

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

0

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

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

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

9

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 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 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.

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

7

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

9

File Description	Documents
Reports of the event organized	View File
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

526

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

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

273

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

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

11

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

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.

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

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

The 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.

2. **Indoor Games:** The facilities for Table Tennis, Chess, Carrom and Badminton are available on the campus.

3. **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.

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

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

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)

13.17204

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

4.2 - Library as a Learning Resource

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

The Institute Central Library is fully automated using SOUL 2.0 software. Online Public Access Catalogue (OPAC) enables the users to check onlinethe 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	View File
Paste link for Additional Information	Nil

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

3.95015

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

26.95

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

4.3 - IT Infrastructure

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

IT infrastructure is upgraded to enhance ICT based teaching-learning to keep pace 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.

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

4.3.2 - Number of Computers

486

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)

87.15369

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.

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.

1. **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:**

   1. **Preventive and Routine Maintenance Procedures: A routine maintenance is carried out for all machines/equipment.**

   2. **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.

2. Civil infrastructure and related maintenance

3. IT infrastructure related maintenance

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>Nil</u>

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

1207

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

41

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

B. 3 of the above

File Description	Documents
Link to Institutional website	http://famt.ac.in/NAAC_Documents/aqar/2021-22/Criteria5/Repository/5.1.3/5.1.3.xlsx
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

5440

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

5440

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

335

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

4

File Description	Documents
Upload supporting data for student/alumni	<u>View File</u>
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

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

5

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

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 univer sity/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	Nil
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

1190

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://alumni.famt.ac.in/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

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.

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.

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 the 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 a center of excellence through industry support, and by utilizing the industrial expertise (through the departmental advisory board) for decision making. To effectively implement the plan, management, faculty members, training team, and students collaborate with industries at various levels. Various departments work to establish industry-linked labs and the department also has advisory boards with industry personnel in the panel which helps the department to link education with the latest development in industries. Faculty members draft various proposals and acquire grants for research work. During semester breaks students undergo various internships. In alignment with the perspective plan of having industry linkages, the current institute has the 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.

Governing Body (GB) frames the policies and directs their execution to conform with the vision and mission of the institute along with inputs from Academic Council, College Development Committee (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 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	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

Provident Fund - 100% of 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 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 a saving portion amount or in case of death, the 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

13

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

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

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

58

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

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	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

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 to institutional policies, proper books of accounts, vouchers 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, and 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)

39.4

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 resources.

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. FInolex Industries Ltd, Pune donated INR 37Lakhs 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 the maximum utilization of resources with

minimum expenses through its purchase policy measures. Routine maintenance of the property is done in-house only.The institute avails the financial benefits offered under various schemes of the authorities, such as exemption in electricity duty, the monthly incentive for maintaining the power factor at nearly one, and 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 58faculty members have 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 the Department Audit System was introduced in January 2020. It consists of Instructions and Guidelines regarding the formation of the audit team, auditors, and departments, a separate marking scheme cum mark sheet for self-assessment and the audit team, and a 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 utilized 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. During the pandemic, IQAC directed all bodies, 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 the outcome of activities and proposes 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 continue to use of Google Meet and Google Classroom for conducting online Teaching-Learning Process (TLP). IQAC also ensured that the guidelines issued from time to time by the statutory and regulatory bodies and authorities are followed. However, face-to-face TLP startedfrom March 2022 as per government guidelines.

Every semester, each department identifies Slow and Fast Learners and conducts the sessions and activities for their improvement and updates to IQAC. Teaching Feedback from the faculty members is conducted twice 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 the IQAC meeting.

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

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

institute is under review.

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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 A talk on Cyber Crimes Awareness & Prevention, Talk on Women Empowerment: A Health Perspective, Essay Competition and Women's Day Celebration.

Safety and Security: In the institution and at hostel premises, the twenty-four-hour security is provided. 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 counselling 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 facilities.

File Description	Documents
Annual gender sensitization action plan	http://famt.ac.in/NAAC_Documents/aqar/2021-22/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	http://famt.ac.in/NAAC_Documents/aqar/2021-22/Criteria7/7.1.1/Girls_common_room_complaint_facility.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

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

Solid waste in the institute is mainly of type paper, bio waste from canteen and from garden.

The waste which includes paper is sent for recycling every year.

The institute has installed Bio-gas plant to convert the food and organic waste from canteen into biogas. The generated biogas is used in canteen as fuel which is reducing the LPG requirement and the organic waste from bio-gas plant is used as a fertilizer for plants.

The waste from the garden is put into a pit and is converted to compost by natural decomposition, which is then used as a fertilizer for the institute plants.

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

The institute does not generate any chemical waste. The chemicals used for chemical engineering and chemistry lab experiments are of very low concentration and volume. Generally, in mass transfer laboratory, chemical reaction engineering, engineering chemistry laboratory we are using various laboratory grade chemicals. The liquid wastes generated in laboratory in the mass transfer operation lab, most of the chemical we purify by using distillation unit operation and reused for the practical.

The institute does not generate any type of Biomedical, hazardous chemicals and radioactive 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

C. Any 2 of the above

campus

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:

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	[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 following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

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

ASME FAMT student section conducted a K-12 STEM activities. The activities were conducted

to advance the awareness, understanding, and appreciation of Science, Technology, Engineering, and Mathematics (STEM) in the K-12 student population.

The K-12 STEM Activity consisted of multiple activities related to Science, Technology and Mathematics and Engineering.

Five programs were conducted for school children around Ratnagiri to create awareness about environment, Renewable energy, and STEM.

Under the Nature club, quiz was conducted to create awareness about environment.

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 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 Blood donation camp, residential camp, Azadi Ka Amrut Mahotsav, plantation programs and

environmental awareness programs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://famt.ac.in/NAAC_Documents/aqar/2021-22/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.

International Yoga Day is celebrated in the institute by organizing yoga sessions, lectures, and quizzes.

The institute organized event as a part Marathi Bhasha Samwardhan Pandharawda celebrated from 14th to 28th Jan. 2022.

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.

1. Title of the Practice-1

Holistic development of students through Industry linkages

2. Objectives of the Practice

- **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 demographical location of the institute and the distance from the major industries.

4. The Practice

Personality & soft skill development trainings, internships, field visits.

5. Evidence of Success

Consistent student performance in placement activities.

6. Problems Encountered and Resources Required

Geographically remote location, lack of air connectivity.

1. Title of the Practice-2

ICT Enabled Teaching Learning Process (iTLP)

2. Objectives of the Practice

To enable digitally deployed and student centric platforms to create smart environment for learners.

3. The Context

The use of ICT in higher education has intensely reformed teaching and learning processes.

The Practice

USE of Google Workspace, Coursera, IBM, edX, ISRO etc. , Access of multi-disciplinary e-content through library portal of FAMT

5. Evidence of Success

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

6. Problems Encountered and Resources Required

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/iqac/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Finolex Academy of Management and Technology (FAMT) was established in 1996 at Ratnagiri by Late Shri Pralhad P. Chhabria, the founder chairman of Finolex Group of Companies. The motive of the institute is to serve the society by providing quality higher education and research in the rural and urban India. This institution exemplifies his philosophy of "Quality technical education at affordable cost and uplifting the needy students". The institute has implemented the scholarships for the needy students who are economically weak.

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.

In our goal to nurture outstanding technocrats, holistic development of students takes precedence at the institute. Therefore, the institute 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 of students.

Since the inception of the institute in the year 1996, as per its vision of nurturing students as leaders who are tuned with global trends with affordable cost with the aim of providing Quality education at affordable cost is being fulfilled by the institute.

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

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 cocurricular 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	A. All of the above

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

6

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)

3

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

218

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

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

33

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

232

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	Nil
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	B. Feedback collected, analyzed and action has been taken

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

297

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

58

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Upon commencement of the new semester, every course teacher conducts an online quiz consisting of 10 MCQs based on the syllabus covered during the first three weeks of teaching. Following is the pattern of the test.

No. Of Questions

Degree of difficulty Level

Type of question

Marks

02

Low

Remember

04

05

Medium

Understand

10

03

High

Analyze/Apply

06

TOTAL MARKS

20

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

Measures taken for advancedlearner (marks obtained by the learner >= 16)

1. At least one NPTEL/Coursera/IBM Skills/EdX course to be completed by the learner.
2. 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.

However, for First Year Engineering (FE) for two subjects slow and advance learners are identified through separate test which is conducted as part of student induction program at the beginning of the teachingand for remiaring subjects slow and fast learners are identified through Internal Assesment-I Examination. Efforts on slow-fast learners are conducted as per above stated mechanism.

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

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

Number of Students	Number of Teachers
1722	**97**

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. Problem-solving Methodologies: Students are encouraged and supported to work upon industry based projects and real time problems. IIC focuses towards inculcating problem solving abilities among the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[Nil](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,to deliver the learning content. Google Meet and Webex platforms are used for the online classes/meetings. The teachers useGoogle Classroomfor sharing the learning resources. Google form is used for conducting various quizzes,identifying the slow and advanced learners,evaluation of experiments/assignments (Rubrics). 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	View File
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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	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

11

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

13

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:

Sr.

Internal Assessment Head

Frequency

Mode

1

Internal assessment Test

Twice in a semester

Online / Offline

2

Term work

1. Lab Experiments

Weekly

Online / Offline

1. Assignments

Module wise

Online / offline

1. Mini Project

One in a semester

Offline

3

Major Project

In Sem VII and VIII

Offline

The internal assessment is conducted as per the University of Mumbai guidelines.It is conducted as per the syllabus covered andCOs are mentioned inquestion papers along with an level of

learning. The schedule is displayed on website, Notice boards and 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 WhatsApp group.It wasconducted in online mode / offline mode per the instructions issued by University of Mumbai. Term work is assessed through the quiz. Projects are evaluated by a team of faculty using rubrics consisting of various attributes.Once the restrictions were over offline Internal tests were conducted in First half of 2022.

File Description	Documents
Any additional information	No File Uploaded
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 2021-22, the internal assessment was conducted as per the guidelines of the University of Mumbai. The assessment was carried in online/offlinemode. 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	No File Uploaded
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 through lectures / PPTs etc.. Course Outcomes are also communicated through each experiment/assignment evaluation sheet and Internal Assessment question papers. Lab outcomes are displayed on the 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	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

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)

HoD, All Concerned Teachers

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:

1. Term Work - Assignment, Projects, Experiments, Tutorials
2. 50% weightage Internal Assessment Examination
3. End Semester Oral/Practical Examination
4. 50 % weightage End Semester Theory Examination

Attainments for CO and POs for AY 2021-22 is completed

Course teacher/ project supervisor

4

Calculation of attainment of POs and PSOs through projects (Mini/Major) based on rubrics developed – For AY 2022-23 onwards there will a PO attainment calculation for the Major Projects as a course. This is specified in R2019 University Syllabus

Project Co-Ordinator

5

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

Attainments for CO and POs for AY 2021-22is completed

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

498

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://famt.ac.in/NAAC_Documents/aqar/2021-22/Criteria2/2.6.3/Annual_report_Exam_Results_2021-22.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)

http://famt.ac.in/wp-content/uploads/2022/09/SSS-Analysis-report-_FAMT_GGB_2021-2022.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)

142846

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

4

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

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	**No File Uploaded**
Paste link to funding agency website	[Nil](#)

3.2 - Innovation Ecosystem

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

The institute has an Institution's Innovation Council (IIC) to promote innovation, creation, transfer of knowledge and entrepreneurship to remain ahead and competitive in the field of technology . Through IIC, faculty members have undergone the 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 to present it in conferences or journals. 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. The institute provides financial support and facilities to the faculty members

and students in the Intellectual Property Rights creation.

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

16

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

4

File Description	Documents
URL to the research page on HEI website	http://famt.ac.in/phdadmission/
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

0

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

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

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

9

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 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 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.

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

7

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

9

File Description	Documents
Reports of the event organized	View File
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

526

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

273

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

11

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.

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

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

The 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.

2. Indoor Games: The facilities for Table Tennis, Chess, Carrom and Badminton are available on the campus.

3. 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.

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

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

13

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

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)

13.17204

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

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 onlinethe 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	View File
Paste link for Additional Information	Nil

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

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)

3.95015

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

26.95

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 keep pace 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 equiped 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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[Nil](#)

4.3.2 - Number of Computers

486

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

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	<u>View File</u>

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)

87.15369

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)	<u>View File</u>

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.

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.

1. 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:

    1. Preventive and Routine Maintenance Procedures: A routine maintenance is carried out for all machines/equipment.

    2. 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.

2. Civil infrastructure and related maintenance

3. IT infrastructure related maintenance

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>Nil</u>

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

1207

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

41

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	http://famt.ac.in/NAAC_Documents/aqar/2021-22/Criteria5/Repository/5.1.3/5.1.3.xlsx
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

5440

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

5440

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

335

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

4

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

5

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.

3

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	Nil
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

1190

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://alumni.famt.ac.in/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

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.

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.

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 the 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 a center of excellence through industry support, and by
utilizing the industrial expertise (through the departmental
advisory board) for decision making. To effectively implement the
plan, management, faculty members, training team, and students
collaborate with industries at various levels. Various
departments work to establish industry-linked labs and the
department also has advisory boards with industry personnel in
the panel which helps the department to link education with the
latest development in industries. Faculty members draft various
proposals and acquire grants for research work. During semester
breaks students undergo various internships. In alignment with
the perspective plan of having industry linkages, the current
institute has the 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.

Governing Body (GB) frames the policies and directs their
execution to conform with the vision and mission of the institute
along with inputs from Academic Council, College Development
Committee (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 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	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Provident Fund - 100% of 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 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 a saving portion amount or in case of death, the 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

13

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

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

1

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

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

58

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	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

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 to institutional policies, proper books of accounts, vouchers 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, and 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)

39.4

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 resources.

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. FInolex Industries Ltd, Pune donated INR 37Lakhs 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 the maximum utilization of resources with minimum expenses through its purchase policy measures. Routine maintenance of the property is done in-house only.The institute avails the financial benefits offered under various schemes of the authorities, such as exemption in electricity duty, the monthly incentive for maintaining the power factor at nearly one, and 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 58faculty members have benefited.

File Description	Documents
Paste link for additional information	[Nil](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 the Department Audit System was introduced in January 2020. It consists of Instructions and Guidelines regarding the formation of the audit team, auditors, and departments, a separate marking scheme cum mark sheet for self-assessment and the audit team, and a 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 utilized 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. During the pandemic, IQAC directed all bodies, 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](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 the outcome of activities and proposes 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 continue to use of Google Meet and Google Classroom for conducting online Teaching-Learning Process (TLP). IQAC also ensured that the guidelines issued from time to time by the statutory and regulatory bodies and authorities are followed. However, face-to-face TLP startedfrom March 2022 as per government guidelines.

Every semester, each department identifies Slow and Fast Learners and conducts the sessions and activities for their improvement and updates to IQAC. Teaching Feedback from the faculty members is conducted twice 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 the IQAC meeting.

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

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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 A talk on Cyber Crimes Awareness & Prevention, Talk on Women Empowerment: A Health Perspective, Essay Competition and Women's Day Celebration.

Safety and Security: In the institution and at hostel premises, the twenty-four-hour security is provided. 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 counselling 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 facilities.

File Description	Documents
Annual gender sensitization action plan	http://famt.ac.in/NAAC_Documents/aqar/2021-22/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	http://famt.ac.in/NAAC_Documents/aqar/2021-22/Criteria7/7.1.1/Girls_common_room_complaint_facility.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

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

Solid waste in the institute is mainly of type paper, bio waste from canteen and from garden.

The waste which includes paper is sent for recycling every year.

The institute has installed Bio-gas plant to convert the food and organic waste from canteen into biogas. The generated biogas is used in canteen as fuel which is reducing the LPG requirement and the organic waste from bio-gas plant is used as a fertilizer for plants.

The waste from the garden is put into a pit and is converted to compost by natural decomposition, which is then used as a fertilizer for the institute plants.

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

The institute does not generate any chemical waste. The chemicals used for chemical engineering and chemistry lab experiments are of very low concentration and volume. Generally, in mass transfer laboratory, chemical reaction engineering, engineering chemistry laboratory we are using various laboratory grade chemicals. The liquid wastes generated in laboratory in the mass transfer operation lab, most of the chemical we purify by using distillation unit operation and reused for the practical.

The institute does not generate any type of Biomedical, hazardous chemicals and radioactive 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

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

`E. None of the above`

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

ASME FAMT student section conducted a K-12 STEM activities. The activities were conducted

to advance the awareness, understanding, and appreciation of Science, Technology, Engineering, and Mathematics (STEM) in the K-12 student population.

The K-12 STEM Activity consisted of multiple activities related to Science, Technology and Mathematics and Engineering.

Five programs were conducted for school children around Ratnagiri to create awareness about environment, Renewable energy, and STEM.

Under the Nature club, quiz was conducted to create awareness about environment.

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 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 Blood donation

camp, residential camp, Azadi Ka Amrut Mahotsav, plantation programs and environmental awareness programs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://famt.ac.in/NAAC_Documents/aqar/2021 -22/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.

International Yoga Day is celebrated in the institute by organizing yoga sessions, lectures, and quizzes.

The institute organized event as a part Marathi Bhasha Samwardhan Pandharawda celebrated from 14th to 28th Jan. 2022.

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.

1. Title of the Practice-1

Holistic development of students through Industry linkages

2. Objectives of the Practice

  - 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 demographical location of the institute and the distance from the major industries.

4. The Practice

Personality & soft skill development trainings, internships, field visits.

5. Evidence of Success

Consistent student performance in placement activities.

6. Problems Encountered and Resources Required

Geographically remote location, lack of air connectivity.

1. Title of the Practice-2

ICT Enabled Teaching Learning Process (iTLP)

2. Objectives of the Practice

To enable digitally deployed and student centric platforms to create smart environment for learners.

3. The Context

The use of ICT in higher education has intensely reformed teaching and learning processes.

The Practice

USE of Google Workspace, Coursera, IBM, edX, ISRO etc. , Access of multi-disciplinary e-content through library portal of FAMT

5. Evidence of Success

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

6. Problems Encountered and Resources Required

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/iqac/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Finolex Academy of Management and Technology (FAMT) was established in 1996 at Ratnagiri by Late Shri Pralhad P. Chhabria, the founder chairman of Finolex Group of Companies. The motive of the institute is to serve the society by providing quality higher education and research in the rural and urban India. This institution exemplifies his philosophy of "Quality technical education at affordable cost and uplifting the needy students". The institute has implemented the scholarships for the needy students who are economically weak.

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.

In our goal to nurture outstanding technocrats, holistic development of students takes precedence at the institute. Therefore, the institute 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 of students.

Since the inception of the institute in the year 1996, as per its vision of nurturing students as leaders who are tuned with global trends with affordable cost with the aim of providing Quality education at affordable cost is being fulfilled by the institute.

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

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To update the teaching material from online and face to face teaching viewpoint
2. To plan for smooth conduct of Teaching-Learning Process
3. To finalize and implement plan (calendar) for preparation and submission of reports, documents and planning by departments, committees and individuals
4. To strengthen TnP activities
5. To conduct Department Audit
6. To get at least one department NBA Accredited