YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KJ'S EDUCATIONAL INSTITUTES TRINITY ACADEMY OF ENGINEERING
• Name of the Head of the institution	Dr Nilesh J Uke
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08446091199
• Mobile No:	9850035805
• Registered e-mail	principal.tae@kjei.edu.in
• Alternate e-mail	nilesh.uke@gmail.com
• Address	S.No. 25& 27, Kondhwa-Saswad Road, Kondhawa Annex, Pune
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411048
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	**Savitribai Phule Pune University, Pune**
• Name of the IQAC Coordinator	**Dr Satish S Deshmukh**
• Phone No.	**08446091199**
• Alternate phone No.	**9881258914**
• Mobile	**9881258914**
• IQAC e-mail address	**iqac.tae@kjei.edu.in**
• Alternate e-mail address	**satishdeshmukh.tae@kjei.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.kjei.edu.in/tae/images/AQAR(2019-20).pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.kjei.edu.in/tae/images/Academic%20Calender%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.02**	**2017**	**30/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC	**10/10/2014**

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	**-**	**-**	**2020**	**00**

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	04	
• 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	View File	
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. Total 1818 number of students participated in programs like Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills. Promoted research and development activities. 2.More number of faculty members registered for PhD during the year. 3.Functional MoUs with industries and corporate houses during the year. 4. Publications in reputed journals is increased. 5. Result/ passing percentage of students is increased.

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

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Plan of Action	Achievements/Outcomes
To create quality awareness	The IQAC, Principal and HOD have conducted regular meetings.
Online Certification courses	Established NPTEL and SWAYAM Local Chapter. Students and faculties are enrolled for certificate courses.
To Encourage meritorious faculty, and students to participate in different events.	Institute has given academic awards, best teacher's awards to the faculty members. The meritorious students were given letter of appreciation by the institute.
Utilization of available time to complete syllabus. Seminar topics should be on current issues and advanced technology. Seminar topics should be on current issues & advanced technology. To provide problem statement of society & industry for quality projects. To provide 24 hour in- house lab facilities to students for research.	Proper academic calendar is prepared as per university schedule. • Meetings are conducted with departmental seminar coordinators. • Problems of industry and society are collected from different resources. • Enrolled students in earn and learn scheme of SPPU Pune are used for providing 24 hour in-house lab facilities.
To develop new research/ innovative labs in each department.	Head of Department and faculty members had visited various research labs of government college departments and industries. • Research areas are identified • List of equipment and software are prepared. • Plan is submitted to KJEI management for further action.
To integrate cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics.	HoDs were asked to monitor the activity. • Various activities are conducted to address the issues. • Audit courses are taken rigorously.
Special programs for advanced learners and slow learners	A set of 20 students are assigned to a faculty as mentors and personal and academic care

	of the student. • ICT based learning through videos of NPTEL/standard virtual classroom • Critical topics are re-explained for better understanding.
To increase employability of students.	Total 207 Number of placement of outgoing students during the year.
To increase the research publications in reputed journals.	Total 44 Number of papers published by teachers in the Journals notified on UGC website during the year.
Capacity building and skills enhancement initiatives.	Total 1818 number of students participated in programs like Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

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

- Name of the statutory body

Name	Date of meeting(s)
General Body Meeting of TAE Pune	10/12/2020

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	08/01/2022

Extended Profile

1.Programme

1.1

221

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

File Description	Documents
Data Template	[View File]()

2.Student

2.1   **922**

Number of students during the year

File Description	Documents
Data Template	[View File]()

2.2   **174**

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

File Description	Documents
Data Template	[View File]()

2.3   **382**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]()

3.Academic

3.1   **69**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]()

3.2   **68**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**221**

File Description	Documents
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2.1 Number of students during the year	**922**

File Description	Documents
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File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**382**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**69**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	68

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	21
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1900000
4.3 Total number of computers on campus for academic purposes	531

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

KJEI's Trinity Academy of Engineering (TAE) is affiliated to the SavitribaiPhule Pune University and follows the curriculum provided by the university. The institute implements a standard process of planning of the curriculum delivery. The institute ensures that the curriculum objectives are achieved through teaching - learning process. The faculty of the institute are encouraged for active participation in the syllabus design on Board of Study (BoS) meetings held by SavitribaiPhule Pune University (SPPU). These meetings points are circulated to all the faculty members and interaction of faculty with experts from the various institutions is successfully achieved.

Our institute has organized the various faculty development Programs/ Workshops/ Short Term Programs on effective syllabus implementation also participation in the all above activity conducted by any other institutes. We conduct industrial visits which help students to get curriculum feedback and to know more

about skills and techniques required to develop. According to that we inculcate and update students as well as faculties. Students those are weak in studies, institute conducts extra classes / practical to cope up their needs. Apart from courses in program affiliated to SPPU, institute offers value added certificate courses. Institute organize certified government skill development programs in the campus.

To enrich the curriculum delivery the institute organize various Guest lectures, Expert lectures, Workshops, Value Added Programme etc.We have teacher guardian (TG) scheme which monitor student's progress and council and guide them personally. Their personal & professional life is been counseled one to one Institute has formed different Cells to enhance the social and economic relevance of the Course like Industry Institute Interaction Cell(IIIC), Training and Placement Cell(T&P), Technology Business Incubation Centre (TBI) ,Research and Development Cell (R & D),Entrepreneurship Development Cell(EDC), Higher Education Cell(HEC), Corporate Social Responsibility Cell(CSR), Competitive Examination Cell , Environmental Club to enhance student's skill.

.The students are motivated to participate in various social events through NSS, activities like Blood Donation Camp; visits to Orphanage and Clean up March to develop responsibility towards social, ethical and environmental. Institute organizes social useful activities like Environmental education, Awareness Programs, like Anti Raging, Traffic Awareness, and Pollution Awareness etc. The institute organizes various cultural and sport activities to enhance the extracurricular activities of the students which increase their confidence level.

In new curriculum of SPPU contains project based learning for this requires continuous mentoring by faculty throughout the semester for successful completion of the tasks selected by students per batch. To know about Environment SPPU introduced the audit course for newly joined students as Environment studies for this institute organizes visits and tree plantation, campus clean, social cleanness and environmental awareness programme.3 week(2+1) induction programme for newly joined students is introduced to familiarize them to the new environment and encourage them to look beyond classroom, objective is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution help them build bonds with other students and faculty members and expose them to a sense of larger purpose and self-exploration. This induction program

includes physical activity, creative art mentoring and Universal Human Values, familiarization with college, Departments, Brach, literary activity eminent people lectures, visit to local area, extracurricular activities in college. Simultaneously institute takes students feedback to summarize and analysis activity. Institute organizes all activity with proper planed, and addressed by Principal, HODs and other functionaries to welcome the new students and their parents also.

During this academic year 2020-21, we have implemented both offline and online classes as per directions of SPPU to provide effective teaching learning process by contemplating Covid-19 guidelines. WE have introduced a lot of online software'slike Microsoft Teams, Online Compilers for all sort of important environments, Virtual Lab from authentic and influential sources, Google Classrooms, Kahoot Quiz etc. for all our courses to make their learning process easier in this downturn pandemic situation. We have taken a number of online guest sessions and provided online resources to all the stakeholdersof the organization to meet the recent trends in the Industries. During such pandemic situation Institute provided a Covid Care Center and had Vaccination Drives in the campus. All the measures have been considered to boost the students technically and socially. Stakeholders of the Organization have actively participated in the physical fitness drives organized by AICTE and Government of India.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[https://www.kjei.edu.in/tae/images/ANNUAL_REPORT(2020-21).pdf](#)

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, projectschedule and dates for semester-end examinations. Trinity Academy of Engineering, Punefollows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Academic Calendars are being prepared during the initial days of the Semester considering all

the rubrics for conduction of Continuous Internal Evaluation (CIE) like Unit Test, Assignments, Tutorials, Surprise Tests, Preliminary examinations, In-Semester examinations, End-Semester examinations, Practical timely Submissions, Mock Practical examinations, etc.. The department calendar comprises guest lectures, workshops, industrial visits, other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.There is a well-defined process for the conduct of CIE as per the calendar of events. The course instructors prepare question papers based on the revised Bloom's Taxonomy along with the scheme of evaluation, reviewed by the dean academics, College Examination Officerand approved by the InstituteHead. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post tests, evaluation of answer scripts, and calculation of CO-PO/PSO attainment are carried out by respective Course Instructors. Continuous evaluation and assessments are also done for laboratory course, project work, and seminars. Conduction of laboratory experiments and viva, Submission of records are the major components of laboratory course evaluation. As per the laboratory rubrics, mid term Mock practical examinations are conducted andfinal Mock practical's are conducted at the end of the semester. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	https://www.kjei.edu.in/tae/images/Academic%20Calender%202020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating   `B. Any 3 of the above`

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

75

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

173

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

173

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

1.3 - Curriculum Enrichment

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

Trinity Academy of Engineering curriculum effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized with the aid ofAudit Cource for each and every semester of SE, TE and BE throughout the year as part of the curriculum that help in this endeavor.

Moreover Compulsory courses for SE are there to enrich the Professional Ethics, Gender, Human Values, Environment and Sustainability in students.

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

494

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**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	**No File Uploaded**
URL for feedback report	https://www.kjei.edu.in/tae/student_support.php

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 sanctioned seats during the year

348

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

81

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

Special programs for advanced learners and slow learners

The college organizes orientation programs for the parents and the students at the commencement of the programme for the new batch every year. The program would help students and parents get familiarized with the institution, curricular and co-curricular activities, facilities, rules and regulations etc. Before the commencement of the classes, the different requirements of the students are identified and addressed at the earliest by way of a strategic approach.

Every year students are given training on communication skills, personality development, time management and motivational sessions. Direct second-year diploma students are given special classes in order to understand the basics of mathematics and hence to gain a better understanding of the engineering basics. In order to motivate both the slow and quick learners workshops are organized to enhance their skills. Skill development clubs arrange workshops with hands-on sessions to improve students programming skills. With the active participation of advanced learners as coordinators both sets of students benefit. Guest Lectures are arranged for the students to help them gain industry and practical knowledge from the experts.

Advanced learners:

- **High performing students are identified on the basis of internal assessment, university examination, involvement in the classroom.**

- **Students are encouraged to be members of professional bodies**

like CSI/IETE/IEEE and organize technical events.

- Advising to participate in group discussions, technical quizzes to develop analytical and problem-solving abilities in them and thereby to improve their presentation skills.

- Various club activities are conducted by all the departments in the respective areas to mould the students in the corresponding field.

- NPTEL session is conducted for all the subjects for tough topics. Students are encouraged to take up micro-projects to inculcate research orientation and practical awareness in the 2nd year apart from the regular mini and major projects.

- Students are also provided opportunities to develop their creativity by participating and organizing intercollegiate as well as national level technical symposiums. Bright and diligent students are motivated and inspired to get university ranks.

- Students are encouraged to take up competitive exams like GATE, GRE, TOEFL, IELTS, CAT, PGCET etc Semester toppers and university rank holders are encouraged with certificates and cash prizes by the management. The process to encourage bright student

Slow learners:

- The Institute practices a robust student academic counselling process. During the time of admission, the Principal interacts with the parents and the student to assess their needs and aspirations. Further during the course of study, a group of students are assigned to a faculty for counselling.

- The counsellors monitor academic performance and interact frequently to understand and assist any student with issues that affect their ability to learn or impede their academic success. The institute has a system to communicate the performance and attendance of students to parents regularly.

- A set of 20 students are assigned to a faculty as mentors and personal and academic care of the student is taken care

of by the corresponding mentor. Mentors communicate regularly with the parents and also send them SMS along with the report cards after the completion of each assessment test.

- Care is taken by faculty in monitoring the performance of slow learners. Faculty members do periodic interaction with parents about the performance of slow learners. Learning material prepared by subject handling faculty members is verified by the expert committee and will be uploaded in the portal regularly for students reference.

- Departments conduct remedial classes, provide course notes for students especially the slow learners and those students who are on the verge of dropping out due to arrear subjects. Such students are given regular class tests in order to improve their performance in the university exam.

- Further faculty members revise the tough topics as per the students' requisition and provide a university question bank and discuss the way of presenting the answers in the exam to score marks.

- Extra classes are organized to clarify doubts. Critical topics are re-explained for better understanding by the students. Appropriate counselling with additional teaching is done which eventually results in students attending the classes regularly.

File Description	Documents
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
922	69

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

To make learning more students centric following activities are carried out at the departmental level

- **Assignment**

- **Project**

- **Technical events**

- **Tutorials**

- **Mock oral test**

- **Group discussion**

- **Dissertations**

- **Teacher Guardian (TG) scheme**

- **Industrial visits**

- **Seminar**

- **Workshop**

- **Exhibitions**

Interactive Learning:

- **Using PPT presentations, Videos and Animations for making sessions interactive**

- **Project-based learning improves the interactive Learning of students.**

- **Learning using NPTEL video lectures.**

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- ERP cell which helps faculty to add lesson plans, laboratory schedule, a question bank, notes and lecture content material.

- Materials are made available to students for preparing possible innovative material

Collaborative Learning:

- The institute has signed MOU with 30+ industries and Industrial visits are organized frequently for students.

- Students and staff work together to solve the problems of industries. Recently, students have participated in Smart India Hackathon 2017 under the value-added program committee for collaborative learning.

Independent Learning

- Allowing students to participate in different competitions. Workshops, Exhibitions, Cultural and Sports activities are conducted for students individual learning development.

- The Independent learning ability of students is developed by giving regular assignments and mini-projects.

- ICT based learning through videos of NPTEL/standard virtual classroom

Training Support:

- Institute organizes Seminars, Workshops and Conferences for faculty development.

- Institute organizes Soft Skill program, run by ?Parineeti Foundation'.

- Institute organizes Industrial Visits, for training students with practical knowledge

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The Following technologies and facilities are available and used by the faculty for effective teaching

- **Staff and students make use of NPTEL lecture videos for clarity of concepts and thorough understanding of subject contents**

- **There are regular online examinations conducted at the department using tae.myexamo.com, MOODLE software.**

- **Software like MATLAB, NPTEL Lecture Videos, CREO 3.0, Auto CAD, MASTERCAM, ANSYS, CATIA etc are being used by students and faculties**

- **Reference books and Journals (e-copy) like IEEE, ASME etc of reputed authors and publications are available**

- **Multimedia teaching aids are provided like projectors**

- **Wi-Fi facility for staff and students and 32 Mbps line is available**

- **A separate server is dedicated to the institute.**

- **ERP for repository and information to stakeholders**

- **Mobile-based education and sharing learning material through Youtube**

- **ICT enabled labs are made available in every department**

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kjei.edu.in/tae/images/ICT%20ENABLED%20TOOLS%20FOR%20EFFECTIVE%20TEACHING-LEARNING%20PROCESS.pdf

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

38

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

69

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

4

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

6

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.

In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. The internal assessment is carried out in a systematic manner for theory courses, laboratory courses, seminars, and projects. The academic calendar is prepared at the beginning of each semester. Thus, students are aware of the dates of Unit tests, submission of assignments. The dates and schedule of internal assessment of laboratory courses, seminars and projects are displayed through the notices to the students well in advance. Continuous evaluation is made through Unit Tests, Assignments Submission, Seminars presentations and Project Presentations. For theory session assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by faculty members. Assignments are allocated on a unit

by faculty teaching the subject. Answer sheets are evaluated and checked answer sheets are shown to the students. Sessional the result analysis is analyzed by the department exam section. Two internal tests were conducted. For assessment of seminars, and projects, the seminar/project coordinator prepares a schedule of presentations of students in slots and is communicated to students. Students present their work via PPT mode and evaluate it on the basis of various parameters set by the respective coordinator.

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

All the students are clearly informed through an induction program at the beginning of the academic year about the evaluation procedure, weightage of internal and external marks allotment as per their regulation provided by the university. At the college level, an examination committee is constituted, consisting of a senior Faculty member as Chief Exam Officer, other teaching faculty and non-teaching staff as members for smooth conduction of all semester examinations. The end semester examination is conducted by the university. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and end semester examinations.

For conducting the internal assessment test, a department level coordinator is constituted for smooth conduction.

- Two internal assessment tests and one Prelim exam is conducted in each semester at the department level. Internal Assessments: The faculty evaluates the papers within a week of the test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester, the average marks of both the unit tests and prelim are calculated. If any discrepancies are reported by the students, then they are resolved by the faculty immediately.

- Time table for the test is prepared well in advance and

communicated to the students earlier.

- A proper seating plan is followed for internal assessment tests and it is displayed on the notice board.

- If they come across any doubts, clarification is given by faculty to enable them to fare better in future.

- By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests.

- After preparing the assessment report by the exam coordinator it is shown to HoD and a copy is submitted by the concerned faculty to the department.

- Any grievances related to university question paper like out of syllabus, repeated questions, the improper split of marks, marks missed, wrong question number during semester exams are addressed to the Chief Exam Officer and the same reported to the university immediately through a centre controller (University representative).

- · If a student has any grievances related to the evaluation of university answer scripts, the student can apply for challenge evaluation/scrutiny.

- University declared the result of challenge evaluation/scrutiny after completing the process on the university website

- University level: With reference to evaluation if the student scores fewer marks than expected, he/she can apply for revaluation of his/her answer script after paying the prescribed fee. University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation. Student can apply for revaluation if he/she feels that evaluation is not correct

- College Level: If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits an application with proper documents. The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet. Any corrections in the total of marks or assessment

of answer books as identified by students are immediately done by the faculty members. The Institute follows an open evaluation system where the student performance is displayed on the notice board.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institute has well-defined learning outcomes. The vision and mission of the institution are to develop well-educated students by our trained faculty, so they are sufficiently prepared to accept the challenges of globalization. The program/learning outcomes are:

- To develop graduates who will be successful, demonstrate technical capability by applying knowledge in the industry, government, academia, research, entrepreneurial pursuit and consulting firms.

- To develop graduates who will contribute to society with their education, ethics and values and will be responsible citizens.

- To develop graduates who will be excellent team members as well as efficient individuals by applying good analytical, design and implementation skills.

- To develop graduates who will have the ability to identify, formulate, solve and implement solutions for engineering, managerial and social problems.

- To develop graduates who will be in a continuous learning process and apply their knowledge to fulfil their goals.

- To develop graduates who will adapt to every environment and give their best performance.

- To develop graduates who will solve multidisciplinary engineering problems through systematic approach.

- To develop graduates who will have excellent verbal and non-verbal communication skills.

- To develop graduates who will conduct experiments, who will design new methodologies and solutions for engineering and social problems.

- To develop graduates who will develop an attitude of continuous learning.

- To develop graduates will develop the confidence to face challenges in their career.

- To develop graduates will develop the ability to do research.

Students and staff are made aware of the learning outcomes in the following ways:

- The vision and mission statements are displayed on the college website and at various key positions in the college building.

- Programme Educational Objectives (PEO), Programme outcomes (PO) and course outcomes (CO) have been defined by every department. Programme Educational Objectives and Programme outcomes are printed in journals and course outcomes are discussed by faculty in the classrooms.

- Programme Educational Objectives, Programme Outcomes are published on the college website. At the end of every semester, all the departments evaluate POs and COs by using tools like tutorial and mid-term results, online exam results, course end survey and yearly alumni feedback etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.kjei.edu.in/tae/images/All%20Dept.CO.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The process is developed to calculate the attainment of learning outcomes is as follow:

- **Course Outcomes (CO) for each subject are decided by the respective subject teacher before the commencement of the semester.**

- **Analysis of POs is carried out against each course outcome and POs are rated on the scale of 1 to 3 based on their attainment.**

- **Later on, the average of each PO is calculated based on all course outcomes of that subject. Thus we get a clear idea of the attainment of that PO.**

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

355

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	<u>https://www.kjei.edu.in/tae/images/ANNUAL_REPORT(2020-21).pdf</u>

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)

<u>https://www.kjei.edu.in/tae/images/Students%20Satisfaction%20Survey%20(2020-2021).pdf</u>

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)

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

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

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

69

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

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

36

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

3.3 - Extension Activities

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

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

Name of the activity

Organising unit/ agency/ collaborating agency

Name of the scheme

Year and date of the activity

Number of students participated in such activities

Swachhata Abhiyaan Week

NSS, Trinity Academy of Engineering

Swachhata Abhiyaan

01-08-2021 to 15-08-2021

120

NSS Day Quiz Competition

NSS, Trinity Academy of Engineering

Ministry of Youth Affair & Sports

24-09-2021

144

Swachhata Sankalp Abhiyaan & Tree Plantation

NSS, Trinity Academy of Engineering

Swachhata Abhiyaan

30-11-2021

135

Facets of Women Empowerment webinar

Internal Complaint Commitee of Trinity Academy of Engineering,Pune

Gender issues

12 October 2020

Live on Facebook

International Mens Day

Internal Complaint Commitee of Trinity Academy of Engineering,Pune

Gender issues

19 November 2020

50

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

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

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

18

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**

3.3.3 - 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

3.3.3.1 - 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

5

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

550

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

18

File Description	Documents
e-copies of linkage related Document	[View File](#)
Details of linkages with institutions/industries for internship (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

13

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College encompasses a well maintained lush green campus spread over110acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

Classrooms: college encompasses sufficient number of well-furnished, well ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes.

Technology Enabled learning facility: The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

Seminar Hall: The College has seminar hall. Seminar hall are regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, placement activity etc.

Tutorial rooms: Separate tutorial rooms are there in the college campus for tutorial lecture, doubt clarification and special remedial classes for weak and needy students. College have separate video recording room for recording varies videos for students.

Laboratories: All laboratories are well equipped with state of the art equipment and facilities. All the laboratories are established as per AICTE and Savitribai Phule Pune University (SPPU) norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus. Labs have sufficient licensed software and open source tools to cater the requirements of curriculum & industry enabled teaching.

Specialized facilities and equipment's for teaching, learning and research.

To facilitate teaching, learning and research in the institute, the central library has a separate text book and reference section and reading room. For self- learning, digital library with e

journals and e-content is available in the institute. To promote teaching and learning, the institute has a language laboratory equipped with multimedia systems. The institute has signed MOU's with many industries to promote co-operative ventures with industry for research and development activities and training programs. In this regard, the institute has research laboratories, excellent facilities and a conducive working environment that encourage healthy teaching learning activities.

Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

Available band width: 300 mbps band width available in campus. Internet facility is available in whole campus including labs, classrooms, library, offices of all Departments and hostels.

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.

For the all-round development of the students, the institute encourages the students to participate in various sports/ tournaments at the university and state level, cultural activities, NSS etc.

• Sports: To nurture the talents of students in different fields and for their all-round development, a large number of sports activities are conducted to shape their personality and health and fitness. The institute provides facilities for both indoor and outdoor games to the students.

a) Outdoor Games: A spacious playground is available for outdoor games like cricket, football, volleyball, basketball, badminton, lawn tennis etc.

b) Indoor Games: The institute also has an indoor area for playing chess, table tennis, carom and badminton etc.

• Gymnasium: The institute has a gymnasium facility for students to strengthen their physical & mental ability .

• Seminar hall: The institute has a modern, well equipped air conditioned seminar hall with audio visual equipment with power backup for conducting workshops, conferences, seminars, Alumni meet and various college events and functions

• NSS: The College has a NSS unit. The unit is started with an objective to cultivate an attitude of social service in the minds of students and to make them responsible citizens. Various socially relevant activities are being carried out like tree plantation, Swachhata Abhiyan camps, social awareness camps, blood donation camps, medical checkup camps.

• Cultural activities: To bring out the hidden talents of the students and for getting tremendous exposure in interpersonal skills, team spirit, time management and delegating, the students are encouraged to participate and arrange various cultural activities. Every year an annual event KJ Youth Fest is conducted where the students participate actively and enthusiastically in various competitions like singing, dancing, fashion show etc. Besides these, the students are also encouraged to participate and have won several prizes in state level cultural events like Purshottam Karandak, Firodiya Karandak. Besides these events the students celebrate Teachers day, Engineers day, Dahi Handi and many other festivals.

• Communication Skills: The institute conducts Student Training programs to help students to improve their communication skills, public speaking and practice of group discussions and interview. It also provides training on soft skills like Goal setting (Personal and Career), Personality and Stress management, behavioral skills, listening, reading (technical/ non technical) writing resume, letter, report etc. The institute publishes college magazine

?AKSHARBRAHMA? through which students learn to express themselves through technical/non-technical articles, poems etc. Technical skill enhancement: An annual technical event is conducted every year for the students to promote innovative ideas, share and apply their

technical knowledge. The students are encouraged to participate in various university levels, state level and international level events, to improve their technical knowledge and public speaking

• Health and Hygiene: The College maintains a medical center with a doctor to treat the students and staff for any minor problem. In-

house team of housekeeping staff is appointed for day to day
cleanliness and maintenance of the premises. The Yoga club has
been formed for students to maintain good health, possess mental
and emotional stability, and integrate moral values and to attain
a higher level of consciousness

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.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kjei.edu.in/tae/images/ICT%20enable%20Seminar%20&%20Class%20Room.pdf
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)

7

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

4.2 - Library as a Learning Resource

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

Name of the ILMS software: SLIM 21

Nature of automation (fully or partially): Fully

Version: 3.7.02

Year of automation: 2011

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

4.2.2 - The institution has subscription for the **B. Any 3 of the above** following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

0

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

8

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

Trinity Academy of Engineering continuously strives to provide state-of-the-art technologies and update its ICT facilities to ensure efficient functioning. Extensive infrastructure has been setup during the last five years

The infrastructure includes:

The IP Surveillance system was established in 2018 with the following configuration:

- **Analog camera (4 MP, PANASONIC) = 92**
- **Projector Screen -20**
- **Network Rack- 32**
- **DVR with 4 TB of storage of 8 Nos.**

In 2017, WIFI facility was installed with latest Cisco wireless access Points. All buildings, hostels, Seminar halls, conference

rooms and common areas in the campus are now wi-fi enabled.

In 2020, Firewall security subscription (Sophos XG 310) was purchased and valid for next 3 years to upgrade the networking infrastructure in the Central Computer Center.

The additional Fiber Optic Cable is laid to connects various units of TAE such as Seminar Hall , Hostel .etc . Associated equipment such as ethernet and fiber switches were also installed at different locations.

Significant investment has been made to upgrade classrooms to e-classrooms/smart classrooms with the purchase of the following equipment:

- Logitech WEBCAM

- Audio System

In 2020, Microsoft MS team license has been purchased for Microsoft products. Site License for Microsoft Office 365 has also been obtained for students and staff of TAE.

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

4.3.2 - Number of Computers

531

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
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.

The institute allocates sufficient funds for regular maintenance of the entire college facilities as per the discussion taken in the LMC meeting. The institute reviews the requirements regarding building, furniture, laboratory equipment's, computers etc before the academic session begins and budget allocation is done taking into consideration the academic needs

The classrooms boards and furniture facilities are utilized regularly by the students but sometime it is also made available for the other governmental and the non-governmental organizations for conducting the exams like JEET, NEET etc. if not in use for the said period.

The academic support facilities like library, the sports and the other platforms supporting overall development of the students like NSS or Competitive examination cell etc. is open not only to

the college students but also to all the stakeholder in the surrounding with prior permission of the authority

The institute has appointed a team of personnel of all kind of maintenance staff on the payroll of the college which is duly supervised by the Registrar. The institute has appointed housekeeping staff for day to day cleanliness of corridors, washrooms, classrooms, laboratories, hostels and maintenance of the premises. The cleaning and maintenance of drinking water coolers is carried out regularly.

The institute has appointed Electrician for repair and maintenance of electrical works. Laboratory equipment's are serviced and repaired by the technical assistants of their respective departments for minor repair or by the concerned manufacturers for major repairs. The maintenance of computing facility is carried out by the system administrator and the technical assistants of the respective departments.

For the repair and maintenance of civil works, a requisition slip is submitted by the Head of the Department through the Principal to the Campus Estate manager. Finally periodic checks, reviews and observations by the higher authorities help in upkeep and maintenance of the campus.

The institute has allocated a budget to each department for calibration and precision of laboratory equipment. At the end of the each semester the physical verification of laboratory equipment's is carried out. The instruments which are not working are identified and are repaired by the respective vendors/ service providers so that the instruments are ready before the academic session begins. The day to day maintenance is carried out by the technical staff. The mechanical, electrical, electronics and civil equipment's are taken up for the calibration and precision measurement as and when required by the respective departments.

The activities like fumigation and keeping library clean is done frequently by library staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.kjei.edu.in/tae/images/Policy.pdf

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

694

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

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

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

71

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

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

A. All of the above

File Description	Documents
Link to institutional website	https://www.kjei.edu.in/tae/images/ICT%20ENABLED%20TOOLS%20FOR%20EFFECTIVE%20TEACHING-LEARNING%20PROCESS.pdf
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

220

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

220

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	[View File](#)

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

207

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[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

5

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

11

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)

Trinity Academy of Engineering Student Council is a comprehensive body to facilitate communication with the undergraduate student body. Management Engineering Student Council supports engineering students by offering advice, counseling to students and take suggestions if required .It acts as a voice between Management, Faculty, Student Organizations, and the Student Body. A team of good hard working, talented students comes forward and work together for betterment of college and society.All engineering students submit suggestions for improvement of academics, student circular and extracurricular activities. Any direct or indirect

issues are been soughed out and students feel free to reach out any of the member any time. Student Council conduct monthly meetings as well as and various events throughout the academic year for all students.Different sessions are conducted by senior faculty and even few renowned personalities from outside are called to boost confidence and improve activities among students.Placement point of view these students are upgraded with management skills and perform excellent in their professional life.

File Description	Documents
Paste link for additional information	https://www.kjei.edu.in/tae/images/STUDENTS%20RESPRESENTATION%20FOR%20VARIOUS%20ACTIVITY.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

13

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

Trinity academy of Engineering celebrating ten years of Education service this year, and have been awarded a 'A' grade by NAAC, indicating a long affiliation with its alma-mater. In light of

this, the E&TC Department is hosted a series of Eminent Alumni webinars every Saturday. Ms. Zeenath Khan (Alumni of the 2013-14 Batch) presented the inaugural webinar "Campus to Corporate" on Saturday, June 13, 2020. She works as a Consultant for Bristlecone India Ltd. Bristlecone is a Mahindra and Mahindra group. Mr. Shubham Ramtirth (Alumni of the 2017-18 Batch) gave a second webinar on "Role of Networking in IT Industry" on June 27, 2020. He works as a SQL Developer at IBM India Ltd. in Pune. Mr.Ajay Mothe, Research Scholar, Indian Institute of Space and Science Technology, Trivandrum,presented the third webinar on "Career Path After Engineering" on July 4, 2020. (Alumni Batch 18-19) Mr. Kaustubh Kulkarni, PhD Candidate, Department of Materials Science and Engineering, McMaster University, Ontario, Canada, presented the fourth webinar on "Scope in Nano-Materials" on January 8, 2020. 2014-15 Batch of Alumni

File Description	Documents
Paste link for additional information	https://www.kjei.edu.in/tae/images/ALUMNI.pdf
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	View File

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

VISION & MISSION

Vision

To be a premier knowledge centre of the Nation for socio-economic development.

Mission

To provide education that combines rigorous acadamics with joy of discovery through sustained efforts and dynamic strategies in building innovative, participatory, problem-based learning practices and research that leads to capacity building of the students.

The Governing Body (GB) of the institute is composed of the senior management. The management representative , the principal, and the teachers work together to successfully implement the institute's quality policy. The institute's leadership lays forth a clear path to accomplishing the institute's vision and purpose of excellence in technological, academic, and administrative procedures. At least once per academic year, the GB meets to make policies and decisions for the academicyear. The GB's role is to assess the institute's development and advise the Principal on how to steer the institute in the proper path in accordance with the vision.

GB makes the necessary financial preparations for the institute's development, including infrastructure development, faculty recruitment, and the establishment of new research facilities.

It fosters a climate that is conducive to effective teaching, learning, and general growth of students and faculty. To accomplish the purpose, management establishes reasonable goals in accordance with quality policies and transparently conveys the institute's vision by organising several committees such as the Governing Body (GB), and Internal Quality Assurance Committee (IQAC). Faculty members that are committed, qualified, and dynamic are sought. Providing an open, fair, and rewarding environment to encourage teaching and non-teaching faculty to realise their full potential. All stakeholders benefit from a hospitable, helpful, and energising environment.

The following activities are used to guarantee that the stated mission is carried out.

Meetings with students and teachers are scheduled regularly to check academic progress.

A meeting between the course coordinator and the class teachers has been scheduled.

A parent-teacher meeting is taking place.

A meeting of the student council to check the extra & co-

curricular activities & their planning.

Alumni Meets of the coordinators and members are organised to support, training and placement, sports.

Principal meetings with heads of departments, faculty, and students, as well as administrative staff.

The program's expected outcomes are influenced by global and local requirements, the institution's vision, and long-term objectives, among other factors. The program's goals are intended to change over time as local companies, industry, R&D consultants, and alumni provide feedback. Each division is responsible for its own tasks, by incorporating departmental academics and employees in the formulation of the department's vision and mission.

Input from students, parents, alumni, and industry ensures that they are on the same page.

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.

The Institute believes in promoting a culture of decentralized governance system with well-defined interrelationships.

Head of Departments and faculty members are empowered for expenditure towards conduction of Guest lectures, seminars and value added programmes, workshops or purchase of books throughout the year.

The Top Management has a well-defined procedure to monitor effective and efficient utilization of available resources for infrastructure, development and teaching learning process. All the major financial transactions are monitored by the Campus Director and approved by the President. Institute has also a well-defined policy for handling the available financial resources. At the start of every financial year the estimated budget from each department is collected. This estimated budget is based on the requirements raised by the individual faculty and staff. The

faculty and staff will decide the requirements as per the syllabus in consultation with the Head of the Department. The due consideration is also given while determining this requirement to Research and Development, Training and Placement, Incubation activity, Consultancy activity, etc.

Subject teachers and Lab incharges have financial autonomy for Lab Maintenance and any prochurment towards upkeep of the equipment. In the beginning of every academic year, the budget is prepared by various departments and sections in the prescribed format as per the circular issued by the Principal. Budget for the departments is prepared by concerned HODs, in consultation with the department laboratory incharge and other faculty. Then it is sent to the Principal. The departmental budgets are discussed by the Principal at HOD's meeting and then sent to finance officer and finally to the management for consideration. Then it is put up to the GB for final approval. While preparing the institutional budget, at first, a provision is made for salaries and allowances. Next, a provision is made for administrative and maintenance expenses such as electricity, water, telephone, postage etc. Then, while making provisions for the departments, priorities, needs and requirements of various committees and development / upgradation of department is considered. Requisition (indent) for the required item/consumables/material should be raised by the staff/lab in charge and submitted to the Head of Department for scrutiny and approval from the Principal.

Decentralization of Responsibilities

Trinity Academy of Engineering Pune encourages decentralizing various activities for effective participation and efficient management of the Institute. Following are the various committees which are empowered in line with Vision and Mission of TAE.

ACTIVITY

PRIMARY

RESPONSIBILITY

OVERALL

RESPONSIBILITY

Participation in extracurricular and co-curricular activities

Dean-Students

Welfare

Principal

Students Medical cheek up

Health Club

Principal

Alumni records

Alumni Cell In charge

Principal

Sports

Sports Coordinator

Principal

Gathering and Events Management

Cultural committee

Principal

University Examinations

Assigned Sr. Faculty

From different

Principal

Detention list

Department Heads /

Asst. Registrar

Principal

Term work compilation

Department Heads

Asst. Registrar

Principal/Asst.

Registrar

Cultural activities

Cultural Coordinator

Principal

Students Certificates

O. S.

Principal

Students Admissions

O. S.

Principal

Students Eligibility

O. S.

Principal

Issuance of I-card

Library

Principal

Students roll call

Student Section

Asst. Registrar

Payment of examination fees

Accounts section /

EXAM section

O. S.

Office Activities

ACTIVITY

STAPFINCHARGE

OVERALL RESPONSIBILITY

Merit List

Office Superintendent (O.S.)

Principal

Admission regularity authority

Office Superintendent (O.S.)

Principal

Fee Regulating Authority

Accounts section/ O.S.

Principal

Examination Summery

EXAM Department

Dean Examination

University matters

Office Superintendent

Principal

DTE reports

Office Superintendent

Principal

AICTE reports

AICTE Coordinator/O.S.

Principal

Legal matters

Office Superintendent

Principal

Inward /Outward

Establishment Section

Office Superintendent (O.S.)

Maintaining Office

Automation records

Office staff

Office Superintendent (O.S.)

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

Strategy tupe

Details

Curriculum Development

Teachers are encouraged for active participation in Savitribai Phule Pune University (SPPU) Syllabus revision, detailing, Paper Setting, Chairman for subject, internal and external examiners for Practical/ Oral, Theory Examinations.

All faculties are encouraged for Training on internal grooming and positive attitude.

All faculties are encouraged for Training on Communication and Soft skills training.

Teaching and Learning

Academic Calendar is prepared and circulated to all faculty members and students and all stakeholders follows Academic Calendar Strictly.

Faculty members prepares their lecture plan in the beginning of the semester. Content updation of course files for content beyond the syllabus, assignments, new question papers/bank etc.

Faculty members are encouraged to use various ICTs

Midterm and End term submissions are taken as per the guidelines given by SPPU and continue assessment of student is monitored.

Lecture notes/course material, PPT's should be provided to

students through ELS.Question Bank should provide to all Year's Students for online examination.

Seminars and Workshops should be conducted for every class to enhance their technical skills.

Examination and Evaluation

Mock online Examinations are conducted for all Years Engineering Students.

Unit Test Examinations are conducted for First, Second, Third, Final Year students.

Prelims examination is conducted for Third Year Engineering and Final Year Engineering students.

Midterm practical examinations submission is conducted.

Continuous assessment for the evaluation of students is done.

Mock oral and practical exams are conducted.

University Examinations (In Sem and End Sem) are conducted as per schedule given by the University.

Research and Development

Faculties and students are encouraged for Paper Publication in Reputed national and international Journal with high impact factors.

Faculties and students are encouraged for research proposals for various funding agencies like DRDO, DST, AICTE, ISRO, BOD etc.

Faculties and students are encouraged for Patent file and Publication in India and USA.

Students are encouraged to participate in project exhibition, project and seminar competitions, paper presentation in various national and international conferences.

Faculties and students are encouraged to attend "Intellectual property rights" related seminar, workshop etc.

Faculties and P. G. students are encouraged to take the admission

for Ph.D. and required "No Objection Certificate" and other help is given by college.

More than 29 faculty members pursuing their Ph.D. in various institutes / University.

Library, ICT and Physical Infrastructure / Instrumentation

We have Digital Library for accessing various eJournals, NPTEL videos Lectures, DELNET Developing Library Network, Shodhganga@INFLIBNET Centre provides a platform for research students to deposit their Ph.D. theses and make it available to the entire scholarly community in open access. The repository has the ability to capture, index, store, disseminate and preserve ETDs submitted by the researchers etc.

We have Physical infrastructure and instrumentation as per norms of AICTE.

We have access to ELS (Electronic Learning System) for accessing lecture notes, PPT's, Videos, Question Bank etc. for the students of each department.

Library, ICT and Physical Infrastructure / Instrumentation

We have Digital Library for accessing various eJournals, NPTEL videos Lectures, DELNETDeveloping Library Network, Shodhganga@INFLIBNET Centre provides a platform for research students to deposit their Ph.D. theses and make it available to the entire scholarly community in open access. The repository has the ability to capture, index, store, disseminate and preserve ETDs submitted by the researchers etc.

We have Physical infrastructure and instrumentation as per norms of AICTE.

We have access to ELS (Electronic Learning System) for accessing lecture notes, PPT's, Videos, Question Bank etc. for the students of each department.

Human Resource Management

The Trinity Academy of Engineering Human Resources Policy Manual is designed to provide a clear statement of the Management's Human Resources policy. The policies contained in this manual are in keeping with the values and goals of the Institute. These policies

should be used to inform and guide day to day human resources decisions. The Management and Principal understand that department heads need guidance in order to effectively recruit hire and promote employees. Since laws concerning employment issues are constantly changing, it is important that our policies are made up to date and department heads are kept abreast of them. Faculty improvement programs for enhancement of quality of teachers. Well-defined recruitment policy based on merit of the applicants within the general framework providing a better teaching learning environment in the Institute. Providing on duty leave to the faculty for attending seminars, symposia, workshops, invited lectures and research-oriented activities. This includes the policies regarding:

Faculty improvement programs for enhancement of quality of teachers.

Well-defined recruitment policy based on merit of the applicants within the general framework

Providing a better teaching learning environment in the Institute.

Providing leaves as per the state Government.

Providing on duty leave to the faculty for attending seminars, symposia, workshops, invited lectures and research-oriented activities.

Providing leaves for higher education.

Industry Interaction / Collaboration

Industry Institute Interaction cell conducts Employability and Skill development (ESD) programmes every year for students in collaboration with various industries.

Industry Institute Interaction cell provide summer or winter Internship programmes in collaboration with various industries.

Industry Institute Interaction cell provide sponsored projects to the students of final year for good industry exposure.

Memorandum of Understating is signed by various industries for Guest Lecture, value added Programs, training and recruitment.

Admission of Students

Admission notifications are given by the direct technical education, Maharashtra on their website.

The institute continuously offers the advertisements in leading State and country level newspapers at the time of admission process. The advertisement contains detailed information about courses, eligibility, process of admission and academic as well as support facilities.

Admission process publicity is followed by education fair tie up with country level newspapers. The Publicity seminar is done at the prime locations in Pune nearby areas by establishing the desk.

The seminar on general awareness about education in engineering is delivered to various schools colleges with innovations done in various branches in engineering.

Admission process mentioned on college website https://www.kjei.edu.in/tae/

Institute provides all the relevant information to the student through separate admission cell.

The admission cell also provides guidance for parents as well as students about the scope of engineering courses and its importance in future. ERP System is deployed to ensure the admission process at institute right from registration to till student is admitted in the institute. Admission Cell is established to ensure smooth and systematic execution of admission process under DTE.

Trinity Academy of Engineering is part of Centralized Admission Process (CAP) which is run by DTE, Government of Maharashtra, which ensures the transparency in admission process of students. Out of total admission, 185admissions are done through a Centralized Admission Process (CAP), which is an online admission process by D.T.E, Government of Maharashtra.

The process is fully transparent for Institutes as well as Students. Student can fill up the online registration form on D.T.E. website in specified time. Student can also fill up option form using online portal. The remaining 44 seats are filled against CAP and 6 are filled are filled at the Institute level as per the admission rules of Direct Technical Education. First advertisement is given in leading newspaper for Institute level quota. All the applications are collected for Institute level quota. Then according to merit admission procedure is completed.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.kjei.edu.in/tae/images/Strategic%20Perspective%20Plan.pdf
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.

ADMINISTRATIVE SETUP:

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical set up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage.

KJEI's Trinity Academy of Engineering is established in 2010. It has a Governing body to monitor and achieving the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is uploaded in additional information.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.kjei.edu.in/tae/images/Organogram%20of%20the%20Institution.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance   **B. Any 3 of the above**

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Welfare activities for employees:

Free/ Concessional medical Facility: A small dispensary and doctor is available at the campus. Emergency medical facility in the form of ambulance is available.

Maternity Leave [MA]:

a. Maternity leave may be granted to female employees for 90 days and only twice in one?s career.

b. A lady employee with minimum 3 years of continuous service is entitled to a maternity leave on full pay.

c. In case of female employee who has not put in continues service for a period of one year, leave without pay on medical ground as Maternity leave shall be sanctioned for 90 days.

d. Not more than 2 MAs can be availed by a lady employee while in service at the Institute.

e. Maximum 60 days leave with due and admissible without producing Medical certificate can be sanctioned in continuation with Maternity leave.

f. Period of service for consolidated salary if any, and regular pay scale shall be counted as continues service for counting continuous length of service for the purpose of Maternity leave.

g. Benefit of Maternity leave shall also be admissible to the female employees on consolidated salary subject to fulfillment of other conditions mentioned above.

Medical Leaves

a. All employees are entitled to 10days of full pay (20 days half pay) ML, or part thereof, in a calendar year depending on the date of joining. An oral (in exceptional cases) or written request will be required for availing ML due to illness or injury.

b. Half pay leave shall be credited to employees leave account in two installments of 10 days each on 1st January & 1 July every year.

c. Proportionate half pay leave for broken period of the year @ 5/3 days for completed one month service shall be credited to leave account of individual employee.

d. Commuted leave for minimum 3 days shall be sanctioned.

e. Commuted leave (on medical ground) can be sanctioned in combination with Earned leave, on valid medical certificate from the registered medical practitioner.

f. Half pay leave shall not be sanctioned during the first year of service. however leave earned during first year shall be credited to the lave account of the individually employee

g. Unscheduled Absences Unplanned absences can be very detrimental to work place efficiency. In case of sudden illness or other unexpected circumstances, an employee should notify or arrange to notify his/her superior immediately. If this is not possible, a family member is expected to alert the Head of the Department as soon as possible to explain the situation and indicate the expected date and time of return.

h. Unused MLs will be carried forward into the subsequent year[s].

Yoga Sessions

The International Day of Yoga aims to raise awareness worldwide of the many benefits of practicing yoga. We never have a true idea of its value until we lose it. Yoga takes you into the present

moment, the only place where life exists. Yoga is group of physical, mental, spiritual practices or disciplines. So on the occasion of international yoga day Trinity academy of Engineering Pune has celebrated yoga day on 21st June 2020 to improve student's health and toenhance their progress in extracurricular activities. The event started with welcoming of guest Ms. Rupali Raste and Ms. Sunanda Lipare, Trainer of Yoga Guru academy Pune. The principal Dr. Nilesh Uke sir told the importance of yoga and physical fitness. Both trainer gave very important information of Yoga and Yog Pranayama to students. They online demonstrated in front of students Yoga and Pranayama. Students also understood importance of yoga and pranayama.

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

Nil

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

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

22

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

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

A self-appraisal is the first step in the appraisal process. Employees are asked to sign appraisal forms. The employee?s signature does not imply that the Management/ employee agree with the appraisal, but that the employee has seen it. The employer can

discuss the differences with the Management who will then do an independent analysis of the issue. Productivity and activity is the key work while evaluating any employee. It is the responsibility of the employee to ensure that he/ she has had at least one performance during twelve months of service. It is to be noted that all performance appraisals are used to provide a positive and developmental assessment of individuals and are not be used as tools of personal vendetta under any circumstances.

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

Institution conducts internal and external financial audits regularly. The institute has mechanisms for internal and external audit. Internal audit is carried out periodically. External audit is carried out quarterly in a year. External Auditor verifies all receipts expenses bills, payments of the Financial Year (FY). Policy for Internal Audit KJ's Educational Institute Trinity Academy of Engineering follows the Quarterly internal Audit Policy. The Internal Audit has been done by inter KJEI colleges (the accountant from the Trust office). While Internal Audit all receipts payments, Bills, Cash payment vouchers, sanctioned has been checked and the report of query has been put for further action in the account department. The account department has issued notice for outstanding fees from the student's office advances made for various expenses with the help of Quarterly Audit Report. The Account department also verifies the payment made to supplier and the status of material.

Policy for External Audit: External Audit has been made quarterly by external firm Atul M. Bhosale & Co. The persons from the Auditors office have personally visited our college and checking all receipts payments, Bills, Vouchers, Cashbook, Bank statement, Statutory Dues etc. While finalization of the Audit Report each

and every entry put in the Tally has been verified; mainly reconciliation has been carefully done by the Auditor. The auditor has also checked Dead Stock Register before making Depreciation on the equipment. The auditor has also checked whether the salary and other advances likes Basic, AGP, DA, HRA, TA, LCA has been paid as per norms of Government and other Bodies.

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

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

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

360571/-

File Description	Documents
Annual statements of accounts	[View File](#)
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

Sources of funds are as follows:

- Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.
- We received fund from Stakeholders, non-government bodies, individuals and Philanthropists.

Our resource mobilization policy and procedures are as follows:

- The Purchase Committee takes care that purchases are done properly and in accordance with the rules
- Regular internal audits from the Charted Accountant and

- external audits from the government make sure that the mobilization of the resources is being done properly .
- The time-table committee looks after the proper utilization of classrooms and laboratories.
- The Library Committee takes care that the resources in library are utilized optimally.
- Campus cleanness and its utilization is monitored by the Campus Cleanliness and Beautification Committee.
- To ensure the optimum utilization of resources, the Principal issues directions.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC prepare plan of activities for updating infrastructure and resources to be chalked down by taking approval from KJEl authorities. IQAC prepared plan to apply for new course-Information Technology-UG and New PG program- Master of Computer Application. Under IQAC one committee form to execute the work. They study the available resources and additional required resources.

IQAC encourage of staff to apply for research funding from SPPU, DTE and AICTE. They help to identify the research projects. Give guiltiness for preparation of proposals. IQAC suggest to conduct the lecture of expert on preparation proposals.

IQAC highlight on outcome based teaching learning process. They prepared plan for utilization of available time to complete syllabus. IQAC advice staff/ guide for Seminar topics, and it should be on current issues and advanced technology. IQAC main focus to identify problem statements of society and industry for quality projects. IQAC provide 24 hour in-house lab facilities to students for research.

IQAC continuously student's attendance. Taking track of test conduction and test result.

IQAC Encouraging of faculty members for higher studies i.e PG and PhD. IQAC discuss to develop new research/ innovative labs in each department. For that they suggest to visit various government departments & industries, Visit to research labs. And advice to prepare strategic plan to develop said labs.

IQAC discuss integrate cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics. And request to to increase the Memorandum of understanding (MOUs).

IQAC take decision to plan special programs for advanced learners and slow learners. Also focus on employability of students.

IQAC do discussion to increase the research publications in reputed journals. All departments should grooming students to participate in online technical programs and to write research papers.

As per IQAC guidelines faculty should attend online programs like FDP, seminars, NPTEL courses and workshops and to write research papers.

IQAC guide in capacity building and skills enhancement initiatives.To plan programs like Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills.

IQAC suggest practical conduction using virtual lab concept. And allow hybrid mode of Teaching adopted in the pandemic situation.

Resolution:

1.Finalization of checklist for documents & maintain in hard copy.

2.Plan of activities for updating infrastructure & resources to be chalked down by taking approval from KJEI authorities.

3.To form committee to execute the work.

4.To study the available resources and additional required resources.

5.To identify the research projects.

6.Preparation of proposals.

7.To conduct the lecture of expert on said issue.

8.Utilization of available time to complete syllabus.

9.Seminar topics should be on current issues and advanced technology.

10.Seminar topics should be on current issues & advanced technology.

11.To provide problem statement of society & industry for quality projects.

12.To provide 24 hour in- house lab facilities to students for research.

13.Students attendance

14.Test conduction and test result

15.Condition of common facilities available in campus.

Action Taken:

1.All criterion heads and departmental coordinators are asked to prepare check list of documents.

2.Informed to Mr. P.A. Manatkar (Civil Dept) update the plans.

3.Plans are approved by KJEI authority. Committee is formed for execution of work under Chairmanship of Principal.

4.HOD Comp Dr Nikita Kulkarni and Prof. P A Manatkar (Civil) are instructed to survey and study resources.

5.One session is taken by Principal Dr. N. J. Uke on "How to prepare funding proposal."

6.HoDs have been asked to monitor preparation of proposals.

Interactive sessions of faculties are conducted.

7.Proper academic calendar is prepared as per university schedule.

8.Meetings are conducted with departmental seminar coordinators.

9.Problems of industry and society are collected from different resources.

10.Enrolled students in earn and learn scheme of SPPU Pune are used for providing 24 hour in-house lab facilities.

11.Teacher guardians have been asked to monitor the attendance of his TG group.

12.Departmental exam coordinators are appointed to conduct tests and declare results.

13.Technical assistance and workshop instructors have been instructed to check condition of common facilities available in campus.

14.HoD and faculty members had visited various research labs of government college departments and industries.

15.Research areas are identified

16.List of equipments and softwareare prepared. Plan is submitted to KJEI management for further action.

17. MOUs are increased by departments as per requirements.

18.A set of 20 students are assigned to a faculty as mentors and personal and academic care of the student.

19.ICT based learning through videos of NPTEL/standard virtual classroom

Critical topics are re-explained for better understanding.

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Commencement of odd and even semesters, Unit Test2, In-Semester Exams, Prelims, Mid Term Submission schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which

they are made aware of the Engineering, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, honour courses. various cocurricular activities, discipline and culture of the Institute. All students are also given a tour of the campus and the various facilities.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before

the semester commences.

Feedback from students is also taken individually by each department's academic coordinator

Feedback is properly analysed and shared with the Director, HODs and individual faculty

members. Students are also to approach the Director of the Institute for feedback and suggestions.

The teaching-learning processes are reviewed, and improvements implemented, based on the

IQAC recommendations. The major initiatives taken include the following:

1. Automation of Admission Processes - Provision for online fee payment
2. Online Examination Processes
3. Curriculum Development Workshops in many subjects
4. Green initiatives in Campus - tree plantation

5. MoUs with Industries
6. Internship

Outcome:

- In year 2019-20 total placement count was 127 and in year 2020-21 it is increased with number of 207.
- Also in year 2019-20 result of SE and TE is nearly 70-80%, which increased now 98-100% for year 2020-21.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kjei.edu.in/tae/images/ANNUAL_REPORT(2020-21).pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance. Today India is the youngest nation in the world with 70 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the progress of the nation.

1. Safety and Social Security:

The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a full proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. In this regard myriad initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CC (Close Circuit) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance.

The institution has different committees such as Anti – Ragging Committee, Students Grievance Committee and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

The institution is providing counseling to the students who are prone to depression and who have suicidal tendencies.

2. Counseling:

The institution established a Counseling Cell which includes 06 faculty members of which 50% are women. Students are ensured that the counseling shall be one – to – one and complete confidentiality will be maintained. Counseling provides not only an opportunity to the teachers to fathom student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counseling to the students, the Counseling Cell organizes Personality Development classes to all the students in general.

3. Common Room:

A Common Room with an attached Wash Room is the primary facility required for the girl students to meet to their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility. News Papers and Magazines are made available to the girls in the common room. Besides the common room for the girls, there are separate wash room for boys and staff.

4.Day care center for young children:

Most of the girl students of our college come from rural areas and the chances of getting married in early age is not uncommon. Though the institution does not arrange for a day care center for the young children, adequate facilities are provided in the girl's common room for the lactating mothers.

5. Night Reading hall for Girls

Girls who are interested to have late night study with their friends, who stay in Hostel or nearby to college are made available with safe Reading hall with Digital Library at same place. Security and other useful things are made available.

Not only Girls students ,we celebrate Gender Equality days,Mens day to show how strongly we should support each other for best future.

File Description	Documents
Annual gender sensitization action plan	https://www.kjei.edu.in/tae/gender_equ.php
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kjei.edu.in/tae/gender_equ.php

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

C. Any 2 of the above

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

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Sewage Treatment Plant

• The institute is having Sewage Treatment Plant (STP). The purified water is used for gardening and flush. Its construction cost is 21 lacs with the capacity of 450 cubic meter / day. • Water Treatment Plant (WTP) is also in working condition with type reverse osmosis having capacity of 3000 LPH of total cost Rs. 5,25,000/

2. E-waste management

- **The E-waste collected in Electronics & Telecommunication Departmentand disposed every year accordingly.**
- **The buyback system is followed if they are beyond repairable conditions. Empty toners, cartridges, outdated computers and electronic items are sold as scrap to ensure their safe recycling.**
- **Old monitors and CPUs are repaired by our technician and reused.**
- **In case of Old Chips or Power supplies, students reuse them for their projects which saves there money and the things are utilized in easy way.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	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: **D. Any 1 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 with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	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   **A. Any 4 or all of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	**No File Uploaded**

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

Our tagline signifies our commitment towards the development of society with continuoustraditional values through the education: ?

? ?? ??????? ????? ????????? ??????? ?

Indeed, there is nothing purifying here comparable to Knowledge. - Bhagavad Gita.To build a strong nation of strong youth who are noble in their attitude and morally responsible, unlike every year the college organized and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff.

For developing the emotional and religious feelings among the students and the faculty, commemorative days are celebrated in the institute with the initiative and support of the management, to generate the feeling of oneness and social harmony.

The teaching as well as non-teaching staff of the institute togetherly celebrate cultural and regional festivals like induction programs of newly joined students, teacher's day, women's day, yoga day, sports days, festivals like Shiv Jayanati,Diwali celebrations etc. religious ritual activities are performed in the institute with full zest.

Motivational lectures of eminent personalities are arranged for overall development of the students and to make them responsible citizens following the national values of social and communal harmony and national integration.

Besides academic and cultural activities, we at Trinity Academy of Engineering Pune have provided students with strong infrastructures for a variety of sports activities, for the physical development of the students.

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

K J's Educational Institutes Trinity Academy of Engineering Pune undertakes different initiatives by organizing various activities

to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. We conduct many programs to explain fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. We appeale to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity ,equality, Social justice ,Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India and TAE Pune has always tried to enrich importance at Degree level across all engineering disciplines to create awareness and sensitization the students and employees to constitution obligation .

Earlier activities relating to this task were undertaken by our NSS committee. Every year Republic day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

The students have taken up many cleanliness drives both inside the campus and nearby villages considering it as a responsibility of every citizen. The students have also taken up Plantation drives to provide a clean and green environment for all. Swachh Bharat Abhiyan has also been an important initiative taken up by the college where we have organized an awareness rally for the students and took a tour in entire town to create awareness among all.

The college has also conducted a Vaccine awareness program ,where they were sensitized about their constitutional powers of COVID.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts   A. All of the above

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

File Description	Documents
Code of ethics policy document	[View File]()
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File]()
Any other relevant information	[View File]()

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

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. In academic year 2019-20, we celebrated the following days like World Environment Day, International Yoga Day, National Mathematics Day, Independence Day, Republic Day, National Unity Day (Birth Anniversary of Sardar Vallabh bhai Patel), Birth Anniversaries of Dr. Sarvapalli Radhakhishnan, Mahatma Gandhi, Birth anniversary of Swami Vivekanand

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	[View File]()
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Institutional Best Practices of AY 2020-21

Best Practice No.1: Employability Skill Development (ESD) by Zensar Technologies

Since 2016, the institute has started Employability Skill Development (ESD) program for our students in collaboration with Zensar. Trainers from Zensar are appointed for conducting this program.

Goal of ESD program: Every year Zensar Technologies and Zensar Foundation conducts this Employability Skill Development (ESD) program, at no cost to students, with a moto of training of fresh graduates for better readiness of students for IT industries.

The practice: Zensar visits every year to college and selects students from third year and give away training in both soft skill and technical skills. And at the end of training they conduct interview for students. Among this interview students are finalized and selected to work with Zensar.

Context: This program offers total 180 hrs of training for students which includes Aptitude - 50 hrs, Soft skills - 20 hrs, Pl_SQL - 40 hrs, Python - 40 hrs, Java - 40 hrs.

Problems Faced and Resources Required:

- Students face problem during their trainee period, when entered into company. Hence to make them company efficient with all professional ethics and technically strong, every year this program is conducted for Third year students in order to make them ready for placements, by providing them with soft skills and technical assessment training. At the end of training program, every student gets a set of various activities which helps them to build up Team building,

Motivation, Time and Stress Management skills.

- Overall Zensar looks after every student in these sessions, where students learn basics of soft skills and Etiquettes required in Software company. They get to know the problems they face while handling live projects in company. This improves their communication skills, presentation skills. This program also helps in improving time and stress management and team building which are also very essential during their job.

Evidence of Success: Placement in Zensar is seen, once the training is finished, every trained student has to appear for the test conducted by Zensar. Based on test results, performance analysis of students throughout the training program and the interview skills of student, students are shortlisted by and hired in Zensar. The entire process of training program makes students ready to work with industries and students can work on live projects directly. This year 24 students had successfully completed the training and among them 4 students got selected in Zensar Technologies successfully.

Best Practice No.2 Teacher Guardian Scheme Goal:

Goal: Continuous monitoring of academic performance of students including their attendances and performance in internal exams.

The practice:

- The institute has a "Teacher Guardian (TG)" scheme for all First, Second, Third and Final Year students. Under this scheme, one faculty is appointed for every 2025 students as their Teacher Guardian.
- The role of the faculty as Teacher Guardian is to continuously monitor the academic performance of 2025 students such as daily attendance of the lectures and practical, reporting he absenteeism of the students to their parents telephonically, monitoring their performance in internal examinations and conducting meetings with them regularly to discuss and address their academic as well personal problems. •The slow learners are identified by respective TG based on academic monitoring. The extra

classes are arranged if needed. • The details of the above work are maintained in a booklet by the respective Teacher guardian. • The record is transferred to next TG for better understanding of history of individuals.

Context: • Parents are regularly informed by letters, text messages and phone calls about the performance of their ward by his TG and thus they are also involved in this process. • Teacher Guardian takes the problems faced by the students like poor academic performance, problems related to infrastructural facilities, and even personal problems also discussed to bring solution on that. • The Teacher Guardian acknowledges and addresses these problems to motivate and guide the students. Knowing the student personally and communicating with him/her like a guardian develops a personal connect between the TG and student which is the main goal of this program. This in turn develops a sense of confidence, support and security in the students and theycome strong to face the academic challenges.

- All these activities undertaken by the TG's like call records to the parents, TG meetings, minutes of the meetings, student performance etc. are recorded in a booklet which is maintained by each and every Teacher Guardian.

Problems Faced and Resources Required: • The problems encountered are as follows: • Impart sense of guardianship in the faculties for increased effectiveness of the "Teacher Guardian" scheme. • Adequate time is not available during college hours for conducting meet but this was overcome by conducting meeting after college hours. • Initially the students were wavering to speak about the problems then TG made them speak out by talking with them in informal way.

Evidence of Success: • Many of the problems faced by the students have come up in the TG meetings and they have been addressed by the faculty members. • Problems like need of fans and tube lights in new class room in Civil department, etc. came up in the TG meetings and subsequently, these facilities were provided to the students. • Students had difficulty in understanding the teaching of some staff members. The concerned staff members were counseled by the HoD and improvement was observed. • At the time of examination period students wanted to use library beyond college hours so library was open from 08:00 am to 08:00 pm.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

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

We at Trinity Academy of engineering believe our students are responsible for future generation of innovation & leadership and hence provide them best infrastructure with best academics and best circular activities together at one place of 110 acres of KJEI campus.Students at our campus enjoy highly refined education with a merge of extra curricular activities. You can find a lush green environment away from pune crowded areas where students can achieve their dreams with greater innovation.

Vision of the Institute is to be a premier knowledge center by molding and empowering students in the pursuit of knowledge, values and social responsibility and make them ready for socio-economic development, help them achieve excellence in various fields, thereby also preparing them to face global challenges. The Institution has never faltered in Inspiring the students in the pursuit of knowledge, values, and social responsibility. The distinctive approach of the institute has been established towards this comprehensive Vision by modeling it in the form of service to the society, by means of certificate courses or by allowing the students to organize events to develop their skills, multidisciplinary project development, Entrepreneurship development, Ethical and Human value development.

(a) Skill Development: The Institute arranges skill enhancement programs and helps students to develop their skills through the programs like – Employability skill development, Entrepreneurial development, Soft skill development etc.,
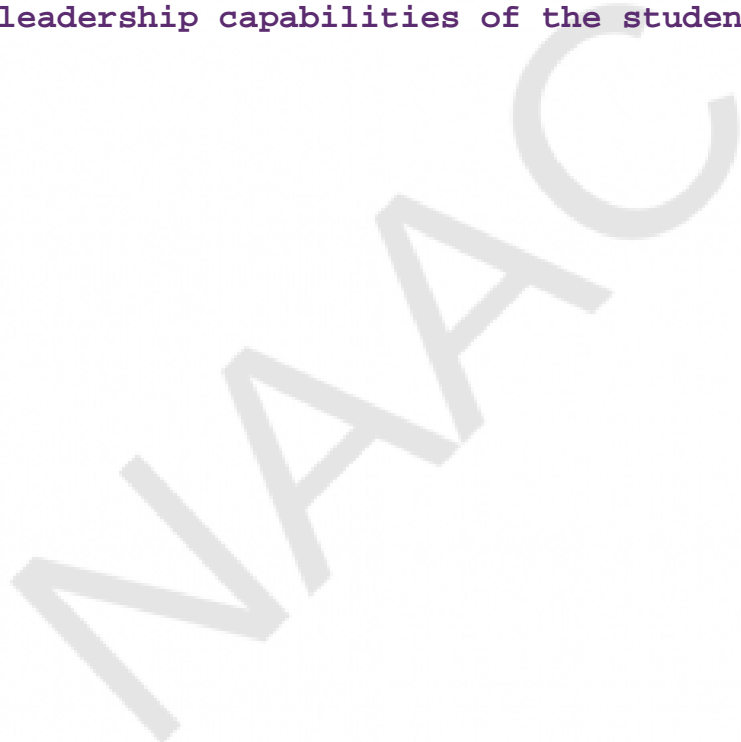
(b) Projects: Students at our institute take up Internships in industries and pursue their projects which gives them hands-on training in their field of interest.

(c) Enjoyable Learning Activity : Every faculty of institute implements an enjoyable learning activity like quiz competition, for his/her subject, so that the learning becomes more easy and

interesting for the students.

(d) Entrepreneurial Development: ED Cell of the institute constantly works on increasing the excitement of young brains to innovate new ideas and thus lead the way for entrepreneurship. Budding entrepreneurs are encouraged for start ups and thus to make them self-sufficient and financially independent.

(e) Seminar Based Conference : Institute organizes a conference, which helps our students to showcase their new ideas through the seminar based conference. The program helps to boost the presentation and leadership capabilities of the students.

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

KJEI's Trinity Academy of Engineering (TAE) is affiliated to the SavitribaiPhule Pune University and follows the curriculum provided by the university. The institute implements a standard process of planning of the curriculum delivery. The institute ensures that the curriculum objectives are achieved through teaching - learning process. The faculty of the institute are encouraged for active participation in the syllabus design on Board of Study (BoS) meetings held by SavitribaiPhule Pune University (SPPU). These meetings points are circulated to all the faculty members and interaction of faculty with experts from the various institutions is successfully achieved.

Our institute has organized the various faculty development Programs/ Workshops/ Short Term Programs on effective syllabus implementation also participation in the all above activity conducted by any other institutes. We conduct industrial visits which help students to get curriculum feedback and to know more about skills and techniques required to develop. According to that we inculcate and update students as well as faculties. Students those are weak in studies, institute conducts extra classes / practical to cope up their needs. Apart from courses in program affiliated to SPPU, institute offers value added certificate courses. Institute organize certified government skill development programs in the campus.

To enrich the curriculum delivery the institute organize various Guest lectures, Expert lectures, Workshops, Value Added Programme etc.We have teacher guardian (TG) scheme which monitor student's progress and council and guide them personally. Their personal & professional life is been counseled one to one Institute has formed different Cells to enhance the social and economic relevance of the Course like Industry Institute Interaction Cell(IIIC), Training and Placement Cell(T&P), Technology Business Incubation Centre (TBI) ,Research and Development Cell (R & D),Entrepreneurship Development Cell(EDC), Higher Education Cell(HEC), Corporate Social Responsibility Cell(CSR), Competitive Examination Cell ,

Environmental Club to enhance student's skill.

.The students are motivated to participate in various social events through NSS, activities like Blood Donation Camp; visits to Orphanage and Clean up March to develop responsibility towards social, ethical and environmental. Institute organizes social useful activities like Environmental education, Awareness Programs, like Anti Raging, Traffic Awareness, and Pollution Awareness etc. The institute organizes various cultural and sport activities to enhance the extracurricular activities of the students which increase their confidence level.

In new curriculum of SPPU contains project based learning for this requires continuous mentoring by faculty throughout the semester for successful completion of the tasks selected by students per batch. To know about Environment SPPU introduced the audit course for newly joined students as Environment studies for this institute organizes visits and tree plantation, campus clean, social cleanness and environmental awareness programme.3 week(2+1) induction programme for newly joined students is introduced to familiarize them to the new environment and encourage them to look beyond classroom, objective is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution help them build bonds with other students and faculty members and expose them to a sense of larger purpose and self-exploration. This induction program includes physical activity, creative art mentoring and Universal Human Values, familiarization with college, Departments, Brach, literary activity eminent people lectures, visit to local area, extracurricular activities in college. Simultaneously institute takes students feedback to summarize and analysis activity. Institute organizes all activity with proper planed, and addressed by Principal, HODs and other functionaries to welcome the new students and their parents also.

During this academic year 2020-21, we have implemented both offline and online classes as per directions of SPPU to provide effective teaching learning process by contemplating Covid-19 guidelines. WE have introduced a lot of online software'slike Microsoft Teams, Online Compilers for all sort of important environments, Virtual Lab from authentic and influential sources, Google Classrooms, Kahoot Quiz etc. for all our courses to make their learning process easier in this downturn pandemic situation. We have taken a number of online guest

sessions and provided online resources to all the stakeholdersof the organization to meet the recent trends in the Industries. During such pandemic situation Institute provided a Covid Care Center and had Vaccination Drives in the campus. All the measures have been considered to boost the students technically and socially. Stakeholders of the Organization have actively participated in the physical fitness drives organized by AICTE and Government of India.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.kjei.edu.in/tae/images/ANNUAL_REPORT(2020-21).pdf

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, projectschedule and dates for semester-end examinations. Trinity Academy of Engineering, Punefollows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Academic Calendars are being prepared during the initial days of the Semester considering all the rubrics for conduction of Continuous Internal Evaluation (CIE) like Unit Test, Assignments, Tutorials, Surprise Tests, Preliminary examinations, In-Semester examinations, End-Semester examinations, Practical timely Submissions, Mock Practical examinations, etc.. The department calendar comprises guest lectures, workshops, industrial visits, other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.There is a well-defined process for the conduct of CIE as per the calendar of events. The course instructors prepare question papers based on the revised Bloom's Taxonomy along

with the scheme of evaluation, reviewed by the dean academics, College Examination Officerand approved by the InstituteHead. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post tests, evaluation of answer scripts, and calculation of CO-PO/PSO attainment are carried out by respective Course Instructors. Continuous evaluation and assessments are also done for laboratory course, project work, and seminars. Conduction of laboratory experiments and viva, Submission of records are the major components of laboratory course evaluation. As per the laboratory rubrics, mid term Mock practical examinations are conducted andfinal Mock practical's are conducted at the end of the semester. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.kjei.edu.in/tae/images/Academic%20Calender%202020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

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)

75

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

173

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

173

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

1.3 - Curriculum Enrichment

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

Trinity Academy of Engineering curriculum effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized with the aid ofAudit Cource for each and every semester of SE, TE and BE throughout the year as part of the curriculum that help in this endeavor.

Moreover Compulsory courses for SE are there to enrich the Professional Ethics, Gender, Human Values, Environment and Sustainability in students.

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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	<u>View File</u>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<u>View File</u>

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

494

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 syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	No File Uploaded
URL for feedback report	https://www.kjei.edu.in/tae/student_support.php

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 sanctioned seats during the year

348

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

81

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

Special programs for advanced learners and slow learners

The college organizes orientation programs for the parents and the students at the commencement of the programme for the new batch every year. The program would help students and parents get familiarized with the institution, curricular and co-curricular activities, facilities, rules and regulations etc. Before the commencement of the classes, the different requirements of the students are identified and addressed at the earliest by way of a strategic approach.

Every year students are given training on communication skills, personality development, time management and motivational sessions. Direct second-year diploma students are given special classes in order to understand the basics of mathematics and hence to gain a better understanding of the engineering basics. In order to motivate both the slow and quick learners workshops are organized to enhance their skills. Skill development clubs arrange workshops with hands-on sessions to improve students programming skills. With the active participation of advanced learners as coordinators both sets of students benefit. Guest Lectures are arranged for the students to help them gain industry and practical knowledge from the experts.

Advanced learners:

- High performing students are identified on the basis of internal assessment, university examination, involvement in the classroom.

- Students are encouraged to be members of professional bodies like CSI/IETE/IEEE and organize technical events.

- Advising to participate in group discussions, technical

quizzes to develop analytical and problem-solving abilities in them and thereby to improve their presentation skills.

- Various club activities are conducted by all the departments in the respective areas to mould the students in the corresponding field.

- NPTEL session is conducted for all the subjects for tough topics. Students are encouraged to take up micro-projects to inculcate research orientation and practical awareness in the 2nd year apart from the regular mini and major projects.

- Students are also provided opportunities to develop their creativity by participating and organizing intercollegiate as well as national level technical symposiums. Bright and diligent students are motivated and inspired to get university ranks.

- Students are encouraged to take up competitive exams like GATE, GRE, TOEFL, IELTS, CAT, PGCET etc Semester toppers and university rank holders are encouraged with certificates and cash prizes by the management. The process to encourage bright student

Slow learners:

- The Institute practices a robust student academic counselling process. During the time of admission, the Principal interacts with the parents and the student to assess their needs and aspirations. Further during the course of study, a group of students are assigned to a faculty for counselling.

- The counsellors monitor academic performance and interact frequently to understand and assist any student with issues that affect their ability to learn or impede their academic success. The institute has a system to communicate the performance and attendance of students to parents regularly.

- A set of 20 students are assigned to a faculty as mentors and personal and academic care of the student is taken

care of by the corresponding mentor. Mentors communicate regularly with the parents and also send them SMS along with the report cards after the completion of each assessment test.

- Care is taken by faculty in monitoring the performance of slow learners. Faculty members do periodic interaction with parents about the performance of slow learners. Learning material prepared by subject handling faculty members is verified by the expert committee and will be uploaded in the portal regularly for students reference.

- Departments conduct remedial classes, provide course notes for students especially the slow learners and those students who are on the verge of dropping out due to arrear subjects. Such students are given regular class tests in order to improve their performance in the university exam.

- Further faculty members revise the tough topics as per the students' requisition and provide a university question bank and discuss the way of presenting the answers in the exam to score marks.

- Extra classes are organized to clarify doubts. Critical topics are re-explained for better understanding by the students. Appropriate counselling with additional teaching is done which eventually results in students attending the classes regularly.

File Description	Documents
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
922	69

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

To make learning more students centric following activities are carried out at the departmental level

- **Assignment**

- **Project**

- **Technical events**

- **Tutorials**

- **Mock oral test**

- **Group discussion**

- **Dissertations**

- **Teacher Guardian (TG) scheme**

- **Industrial visits**

- **Seminar**

- **Workshop**

- **Exhibitions**

Interactive Learning:

- **Using PPT presentations, Videos and Animations for making sessions interactive**

- **Project-based learning improves the interactive Learning of students.**

- **Learning using NPTEL video lectures.**

- ERP cell which helps faculty to add lesson plans, laboratory schedule, a question bank, notes and lecture content material.

- Materials are made available to students for preparing possible innovative material

Collaborative Learning:

- The institute has signed MOU with 30+ industries and Industrial visits are organized frequently for students.

- Students and staff work together to solve the problems of industries. Recently, students have participated in Smart India Hackathon 2017 under the value-added program committee for collaborative learning.

Independent Learning

- Allowing students to participate in different competitions. Workshops, Exhibitions, Cultural and Sports activities are conducted for students individual learning development.

- The Independent learning ability of students is developed by giving regular assignments and mini-projects.

- ICT based learning through videos of NPTEL/standard virtual classroom

Training Support:

- Institute organizes Seminars, Workshops and Conferences for faculty development.

- Institute organizes Soft Skill program, run by ?Parineeti Foundation'.

- Institute organizes Industrial Visits, for training students with practical knowledge

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The Following technologies and facilities are available and used by the faculty for effective teaching

- **Staff and students make use of NPTEL lecture videos for clarity of concepts and thorough understanding of subject contents**

- **There are regular online examinations conducted at the department using tae.myexamo.com, MOODLE software.**

- **Software like MATLAB, NPTEL Lecture Videos, CREO 3.0, Auto CAD, MASTERCAM, ANSYS, CATIA etc are being used by students and faculties**

- **Reference books and Journals (e-copy) like IEEE, ASME etc of reputed authors and publications are available**

- **Multimedia teaching aids are provided like projectors**

- **Wi-Fi facility for staff and students and 32 Mbps line is available**

- **A separate server is dedicated to the institute.**

- **ERP for repository and information to stakeholders**

- **Mobile-based education and sharing learning material through Youtube**

- **ICT enabled labs are made available in every department**

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kjei.edu.in/tae/images/ICT%20ENABLED%20TOOLS%20FOR%20EFFECTIVE%20TEACHING-LEARNING%20PROCESS.pdf

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

38

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

69

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

4

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

6

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.

In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. The internal assessment is carried out in a systematic manner for theory courses, laboratory courses, seminars, and projects. The academic calendar is prepared at the beginning of each semester. Thus, students are aware of the dates of Unit tests, submission of assignments. The dates and schedule of internal assessment of laboratory courses, seminars and projects are displayed through the notices to the students well in advance. Continuous evaluation is made through Unit Tests, Assignments Submission, Seminars presentations and Project Presentations. For theory session assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by

faculty members. Assignments are allocated on a unit by faculty teaching the subject. Answer sheets are evaluated and checked answer sheets are shown to the students. Sessional the result analysis is analyzed by the department exam section. Two internal tests were conducted. For assessment of seminars, and projects, the seminar/project coordinator prepares a schedule of presentations of students in slots and is communicated to students. Students present their work via PPT mode and evaluate it on the basis of various parameters set by the respective coordinator.

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

All the students are clearly informed through an induction program at the beginning of the academic year about the evaluation procedure, weightage of internal and external marks allotment as per their regulation provided by the university. At the college level, an examination committee is constituted, consisting of a senior Faculty member as Chief Exam Officer, other teaching faculty and non-teaching staff as members for smooth conduction of all semester examinations. The end semester examination is conducted by the university. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and end semester examinations.

For conducting the internal assessment test, a department level coordinator is constituted for smooth conduction.

- Two internal assessment tests and one Prelim exam is conducted in each semester at the department level. Internal Assessments: The faculty evaluates the papers within a week of the test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester, the average marks of both the unit tests and prelim are calculated. If any discrepancies are reported by the students, then they are resolved by the faculty

immediately.

- Time table for the test is prepared well in advance and communicated to the students earlier.

- A proper seating plan is followed for internal assessment tests and it is displayed on the notice board.

- If they come across any doubts, clarification is given by faculty to enable them to fare better in future.

- By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests.

- After preparing the assessment report by the exam coordinator it is shown to HoD and a copy is submitted by the concerned faculty to the department.

- Any grievances related to university question paper like out of syllabus, repeated questions, the improper split of marks, marks missed, wrong question number during semester exams are addressed to the Chief Exam Officer and the same reported to the university immediately through a centre controller (University representative).

- · If a student has any grievances related to the evaluation of university answer scripts, the student can apply for challenge evaluation/scrutiny.

- University declared the result of challenge evaluation/scrutiny after completing the process on the university website

- University level: With reference to evaluation if the student scores fewer marks than expected, he/she can apply for revaluation of his/her answer script after paying the prescribed fee. University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation. Student can apply for revaluation if he/she feels that evaluation is not correct

- College Level: If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms,

provided that he/she submits an application with proper documents. The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet. Any corrections in the total of marks or assessment of answer books as identified by students are immediately done by the faculty members. The Institute follows an open evaluation system where the student performance is displayed on the notice board.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institute has well-defined learning outcomes. The vision and mission of the institution are to develop well-educated students by our trained faculty, so they are sufficiently prepared to accept the challenges of globalization. The program/learning outcomes are:

- To develop graduates who will be successful, demonstrate technical capability by applying knowledge in the industry, government, academia, research, entrepreneurial pursuit and consulting firms.

- To develop graduates who will contribute to society with their education, ethics and values and will be responsible citizens.

- To develop graduates who will be excellent team members as well as efficient individuals by applying good analytical, design and implementation skills.

- To develop graduates who will have the ability to identify, formulate, solve and implement solutions for engineering, managerial and social problems.

- **To develop graduates who will be in a continuous learning process and apply their knowledge to fulfil their goals.**

- **To develop graduates who will adapt to every environment and give their best performance.**

- **To develop graduates who will solve multidisciplinary engineering problems through systematic approach.**

- **To develop graduates who will have excellent verbal and non-verbal communication skills.**

- **To develop graduates who will conduct experiments, who will design new methodologies and solutions for engineering and social problems.**

- **To develop graduates who will develop an attitude of continuous learning.**

- **To develop graduates will develop the confidence to face challenges in their career.**

- **To develop graduates will develop the ability to do research.**

Students and staff are made aware of the learning outcomes in the following ways:

- **The vision and mission statements are displayed on the college website and at various key positions in the college building.**

- **Programme Educational Objectives (PEO), Programme outcomes (PO) and course outcomes (CO) have been defined by every department. Programme Educational Objectives and Programme outcomes are printed in journals and course outcomes are discussed by faculty in the classrooms.**

- **Programme Educational Objectives, Programme Outcomes are published on the college website. At the end of every semester, all the departments evaluate POs and COs by using tools like tutorial and mid-term results, online exam results, course end survey and yearly alumni feedback etc.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.kjei.edu.in/tae/images/All%20Dept.CO.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The process is developed to calculate the attainment of learning outcomes is as follow:

- **Course Outcomes (CO) for each subject are decided by the respective subject teacher before the commencement of the semester.**

- **Analysis of POs is carried out against each course outcome and POs are rated on the scale of 1 to 3 based on their attainment.**

- **Later on, the average of each PO is calculated based on all course outcomes of that subject. Thus we get a clear idea of the attainment of that PO.**

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

355

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	<u>https://www.kjei.edu.in/tae/images/ANNUAL _REPORT(2020-21).pdf</u>

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)

<u>https://www.kjei.edu.in/tae/images/Students%20Satisfaction%20Su rvey%20(2020-2021).pdf</u>

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)

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

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

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

`00`

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

`5`

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

`69`

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](#)

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

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

36

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

3.3 - Extension Activities

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

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

Name of the activity

Organising unit/ agency/ collaborating agency

Name of the scheme

Year and date of the activity

Number of students participated in such activities

Swachhata Abhiyaan Week

NSS, Trinity Academy of Engineering

Swachhata Abhiyaan

01-08-2021 to 15-08-2021

120

NSS Day Quiz Competition

NSS, Trinity Academy of Engineering

Ministry of Youth Affair & Sports

24-09-2021

144

Swachhata Sankalp Abhiyaan & Tree Plantation

NSS, Trinity Academy of Engineering

Swachhata Abhiyaan

30-11-2021

135

Facets of Women Empowerment webinar

Internal Complaint Commitee of Trinity Academy of Engineering,Pune

Gender issues

12 October 2020

Live on Facebook

International Mens Day

Internal Complaint Commitee of Trinity Academy of Engineering,Pune

Gender issues

19 November 2020

50

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

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

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

18

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**

3.3.3 - 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

3.3.3.1 - 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

5

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

550

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

18

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

13

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College encompasses a well maintained lush green campus spread over110acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

Classrooms: college encompasses sufficient number of well-furnished, well ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes.

Technology Enabled learning facility: The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

Seminar Hall: The College has seminar hall. Seminar hall are regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, placement activity etc.

Tutorial rooms: Separate tutorial rooms are there in the college campus for tutorial lecture, doubt clarification and special remedial classes for weak and needy students. College have separate video recording room for recording varies videos for students.

Laboratories: All laboratories are well equipped with state of the art equipment and facilities. All the laboratories are established as per AICTE and Savitribai Phule Pune University (SPPU) norms. These labs are utilized for conducting practical

classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus. Labs have sufficient licensed software and open source tools to cater the requirements of curriculum & industry enabled teaching.

Specialized facilities and equipment's for teaching, learning and research.

To facilitate teaching, learning and research in the institute, the central library has a separate text book and reference section and reading room. For self- learning, digital library with e journals and e-content is available in the institute. To promote teaching and learning, the institute has a language laboratory equipped with multimedia systems. The institute has signed MOU's with many industries to promote co-operative ventures with industry for research and development activities and training programs. In this regard, the institute has research laboratories, excellent facilities and a conducive working environment that encourage healthy teaching learning activities.

Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

Available band width: 300 mbps band width available in campus. Internet facility is available in whole campus including labs, classrooms, library, offices of all Departments and hostels.

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.

For the all-round development of the students, the institute encourages the students to participate in various sports/ tournaments at the university and state level, cultural activities, NSS etc.

· Sports: To nurture the talents of students in different fields and for their all-round development, a large number of

sports activities are conducted to shape their personality and health and fitness. The institute provides facilities for both indoor and outdoor games to the students.

a) Outdoor Games: A spacious playground is available for outdoor games like cricket, football, volleyball, basketball, badminton, lawn tennis etc.

b) Indoor Games: The institute also has an indoor area for playing chess, table tennis, carom and badminton etc.

· Gymnasium: The institute has a gymnasium facility for students to strengthen their physical & mental ability .

· Seminar hall: The institute has a modern, well equipped air conditioned seminar hall with audio visual equipment with power backup for conducting workshops, conferences, seminars, Alumni meet and various college events and functions

· NSS: The College has a NSS unit. The unit is started with an objective to cultivate an attitude of social service in the minds of students and to make them responsible citizens. Various socially relevant activities are being carried out like tree plantation, Swachhata Abhiyan camps, social awareness camps, blood donation camps, medical checkup camps.

· Cultural activities: To bring out the hidden talents of the students and for getting tremendous exposure in interpersonal skills, team spirit, time management and delegating, the students are encouraged to participate and arrange various cultural activities. Every year an annual event KJ Youth Fest is conducted where the students participate actively and enthusiastically in various competitions like singing, dancing, fashion show etc. Besides these, the students are also encouraged to participate and have won several prizes in state level cultural events like Purshottam Karandak, Firodiya Karandak. Besides these events the students celebrate Teachers day, Engineers day, Dahi Handi and many other festivals.

· Communication Skills: The institute conducts Student Training programs to help students to improve their communication skills, public speaking and practice of group discussions and interview. It also provides training on soft skills like Goal setting (Personal and Career), Personality and Stress management, behavioral skills, listening, reading (technical/ non technical) writing resume, letter, report etc. The

institute publishes college magazine

?AKSHARBRAHMA? through which students learn to express themselves through technical/non-technical articles, poems etc. Technical skill enhancement: An annual technical event is conducted every year for the students to promote innovative ideas, share and apply their

technical knowledge. The students are encouraged to participate in various university levels, state level and international level events, to improve their technical knowledge and public speaking

· Health and Hygiene: The College maintains a medical center with a doctor to treat the students and staff for any minor problem. In-house team of housekeeping staff is appointed for day to day cleanliness and maintenance of the premises. The Yoga club has been formed for students to maintain good health, possess mental and emotional stability, and integrate moral values and to attain a higher level of consciousness

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.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kjei.edu.in/tae/images/ICT%20enable%20Seminar%20&%20Class%20Room.pdf
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)

7

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

4.2 - Library as a Learning Resource

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

Name of the ILMS software: SLIM 21

Nature of automation (fully or partially): Fully

Version: 3.7.02

Year of automation: 2011

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**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)

0

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

8

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

Trinity Academy of Engineering continuously strives to provide state-of-the-art technologies and update its ICT facilities to ensure efficient functioning. Extensive infrastructure has been setup during the last five years

The infrastructure includes:

The IP Surveillance system was established in 2018 with the following configuration:

- **Analog camera (4 MP, PANASONIC) = 92**
- **Projector Screen -20**
- **Network Rack- 32**
- **DVR with 4 TB of storage of 8 Nos.**

In 2017, WIFI facility was installed with latest Cisco wireless access Points. All buildings, hostels, Seminar halls, conference rooms and common areas in the campus are now wi-fi enabled.

In 2020, Firewall security subscription (Sophos XG 310) was purchased and valid for next 3 years to upgrade the networking infrastructure in the Central Computer Center.

The additional Fiber Optic Cable is laid to connects various units of TAE such as Seminar Hall , Hostel .etc . Associated equipment such as ethernet and fiber switches were also installed at different locations.

Significant investment has been made to upgrade classrooms to e-classrooms/smart classrooms with the purchase of the following equipment:

- **Logitech WEBCAM**

- **Audio System**

In 2020, Microsoft MS team license has been purchased for Microsoft products. Site License for Microsoft Office 365 has also been obtained for students and staff of TAE.

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

4.3.2 - Number of Computers

531

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
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.

The institute allocates sufficient funds for regular maintenance of the entire college facilities as per the discussion taken in the LMC meeting. The institute reviews the requirements regarding building, furniture, laboratory equipment's, computers etc before the academic session begins and budget allocation is done taking into consideration the academic needs

The classrooms boards and furniture facilities are utilized regularly by the students but sometime it is also made available for the other governmental and the non-governmental organizations for conducting the exams like JEET, NEET etc. if not in use for the said period.

The academic support facilities like library, the sports and the other platforms supporting overall development of the students like NSS or Competitive examination cell etc. is open not only to the college students but also to all the stakeholder in the surrounding with prior permission of the authority

The institute has appointed a team of personnel of all kind of maintenance staff on the payroll of the college which is duly supervised by the Registrar. The institute has appointed housekeeping staff for day to day cleanliness of corridors, washrooms, classrooms, laboratories, hostels and maintenance of the premises. The cleaning and maintenance of drinking water coolers is carried out regularly.

The institute has appointed Electrician for repair and maintenance of electrical works. Laboratory equipment's are

serviced and repaired by the technical assistants of their respective departments for minor repair or by the concerned manufacturers for major repairs. The maintenance of computing facility is carried out by the system administrator and the technical assistants of the respective departments.

For the repair and maintenance of civil works, a requisition slip is submitted by the Head of the Department through the Principal to the Campus Estate manager. Finally periodic checks, reviews and observations by the higher authorities help in upkeep and maintenance of the campus.

The institute has allocated a budget to each department for calibration and precision of laboratory equipment. At the end of the each semester the physical verification of laboratory equipment's is carried out. The instruments which are not working are identified and are repaired by the respective vendors/ service providers so that the instruments are ready before the academic session begins. The day to day maintenance is carried out by the technical staff. The mechanical, electrical, electronics and civil equipment's are taken up for the calibration and precision measurement as and when required by the respective departments.

The activities like fumigation and keeping library clean is done frequently by library staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.kjei.edu.in/tae/images/Policy.pdf

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

694

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

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

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

71

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

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

File Description	Documents
Link to institutional website	https://www.kjei.edu.in/tae/images/ICT%20ENABLED%20TOOLS%20FOR%20EFFECTIVE%20TEACHING-LEARNING%20PROCESS.pdf
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

220

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

220

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	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

207

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

5

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

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

11

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)

Trinity Academy of Engineering Student Council is a comprehensive body to facilitate communication with the undergraduate student body. Management Engineering Student Council supports engineering students by offering advice, counseling to students and take suggestions if required .It acts as a voice between Management, Faculty, Student Organizations, and the Student Body. A team of good hard working, talented students comes forward and work together for betterment of college and society.All engineering students submit suggestions for improvement of academics, student

circular and extracurricular activities. Any direct or indirect issues are been soughed out and students feel free to reach out any of the member any time. Student Council conduct monthly meetings as well as and various events throughout the academic year for all students.Different sessions are conducted by senior faculty and even few renowned personalities from outside are called to boost confidence and improve activities among students.Placement point of view these students are upgraded with management skills and perform excellent in their professional life.

File Description	Documents
Paste link for additional information	https://www.kjei.edu.in/tae/images/STUDENTS%20RESPRESENTATION%20FOR%20VARIOUS%20ACTIVITY.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

13

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

Trinity academy of Engineering celebrating ten years of Education service this year, and have been awarded a 'A' grade

by NAAC, indicating a long affiliation with its alma-mater. In light of this, the E&TC Department is hosted a series of Eminent Alumni webinars every Saturday. Ms. Zeenath Khan (Alumni of the 2013-14 Batch) presented the inaugural webinar "Campus to Corporate" on Saturday, June 13, 2020. She works as a Consultant for Bristlecone India Ltd. Bristlecone is a Mahindra and Mahindra group. Mr. Shubham Ramtirth (Alumni of the 2017-18 Batch) gave a second webinar on "Role of Networking in IT Industry" on June 27, 2020. He works as a SQL Developer at IBM India Ltd. in Pune. Mr.Ajay Mothe, Research Scholar, Indian Institute of Space and Science Technology, Trivandrum,presented the third webinar on "Career Path After Engineering" on July 4, 2020. (Alumni Batch 18-19) Mr. Kaustubh Kulkarni, PhD Candidate, Department of Materials Science and Engineering, McMaster University, Ontario, Canada, presented the fourth webinar on "Scope in Nano-Materials" on January 8, 2020. 2014-15 Batch of Alumni

File Description	Documents
Paste link for additional information	https://www.kjei.edu.in/tae/images/ALUMNI.pdf
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	View File

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

VISION & MISSION

Vision

To be a premier knowledge centre of the Nation for socio-economic development.

Mission

To provide education that combines rigorous acadamics with joy of discovery through sustained efforts and dynamic strategies in building innovative, participatory, problem-based learning practices and research that leads to capacity building of the students.

The Governing Body (GB) of the institute is composed of the senior management. The management representative , the principal, and the teachers work together to successfully implement the institute's quality policy. The institute's leadership lays forth a clear path to accomplishing the institute's vision and purpose of excellence in technological, academic, and administrative procedures. At least once per academic year, the GB meets to make policies and decisions for the academicyear. The GB's role is to assess the institute's development and advise the Principal on how to steer the institute in the proper path in accordance with the vision.

GB makes the necessary financial preparations for the institute's development, including infrastructure development, faculty recruitment, and the establishment of new research facilities.

It fosters a climate that is conducive to effective teaching, learning, and general growth of students and faculty. To accomplish the purpose, management establishes reasonable goals in accordance with quality policies and transparently conveys the institute's vision by organising several committees such as the Governing Body (GB), and Internal Quality Assurance Committee (IQAC). Faculty members that are committed, qualified, and dynamic are sought. Providing an open, fair, and rewarding environment to encourage teaching and non-teaching faculty to realise their full potential. All stakeholders benefit from a hospitable, helpful, and energising environment.

The following activities are used to guarantee that the stated mission is carried out.

Meetings with students and teachers are scheduled regularly to check academic progress.

A meeting between the course coordinator and the class teachers has been scheduled.

A parent-teacher meeting is taking place.

A meeting of the student council to check the extra & co-curricular activities & their planning.

Alumni Meets of the coordinators and members are organised to support, training and placement, sports.

Principal meetings with heads of departments, faculty, and students, as well as administrative staff.

The program's expected outcomes are influenced by global and local requirements, the institution's vision, and long-term objectives, among other factors. The program's goals are intended to change over time as local companies, industry, R&D consultants, and alumni provide feedback. Each division is responsible for its own tasks, by incorporating departmental academics and employees in the formulation of the department's vision and mission.

Input from students, parents, alumni, and industry ensures that they are on the same page.

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.

The Institute believes in promoting a culture of decentralized governance system with well-defined interrelationships.

Head of Departments and faculty members are empowered for expenditure towards conduction of Guest lectures, seminars and value added programmes, workshops or purchase of books throughout the year.

The Top Management has a well-defined procedure to monitor effective and efficient utilization of available resources for infrastructure, development and teaching learning process. All the major financial transactions are monitored by the Campus Director and approved by the President. Institute has also a

well-defined policy for handling the available financial resources. At the start of every financial year the estimated budget from each department is collected. This estimated budget is based on the requirements raised by the individual faculty and staff. The faculty and staff will decide the requirements as per the syllabus in consultation with the Head of the Department. The due consideration is also given while determining this requirement to Research and Development, Training and Placement, Incubation activity, Consultancy activity, etc.

Subject teachers and Lab incharges have financial autonomy for Lab Maintenance and any prochurment towards upkeep of the equipment. In the beginning of every academic year, the budget is prepared by various departments and sections in the prescribed format as per the circular issued by the Principal. Budget for the departments is prepared by concerned HODs, in consultation with the department laboratory incharge and other faculty. Then it is sent to the Principal. The departmental budgets are discussed by the Principal at HOD's meeting and then sent to finance officer and finally to the management for consideration. Then it is put up to the GB for final approval. While preparing the institutional budget, at first, a provision is made for salaries and allowances. Next, a provision is made for administrative and maintenance expenses such as electricity, water, telephone, postage etc. Then, while making provisions for the departments, priorities, needs and requirements of various committees and development / upgradation of department is considered. Requisition (indent) for the required item/consumables/material should be raised by the staff/lab in charge and submitted to the Head of Department for scrutiny and approval from the Principal.

Decentralization of Responsibilities

Trinity Academy of Engineering Pune encourages decentralizing various activities for effective participation and efficient management of the Institute. Following are the various committees which are empowered in line with Vision and Mission of TAE.

ACTIVITY

PRIMARY

RESPONSIBILITY

OVERALL

RESPONSIBILITY

Participation in extracurricular and co-curricular activities

Dean-Students

Welfare

Principal

Students Medical cheek up

Health Club

Principal

Alumni records

Alumni Cell In charge

Principal

Sports

Sports Coordinator

Principal

Gathering and Events Management

Cultural committee

Principal

University Examinations

Assigned Sr. Faculty

From different

Principal

Detention list

Department Heads /

Asst. Registrar

Principal

Term work compilation

Department Heads

Asst. Registrar

Principal/Asst.

Registrar

Cultural activities

Cultural Coordinator

Principal

Students Certificates

O. S.

Principal

Students Admissions

O. S.

Principal

Students Eligibility

O. S.

Principal

Issuance of I-card

Library

Principal

Students roll call

Student Section

Asst. Registrar

Payment of examination fees

Accounts section /

EXAM section

O. S.

Office Activities

ACTIVITY

STAPFINCHARGE

OVERALL RESPONSIBILITY

Merit List

Office Superintendent (O.S.)

Principal

Admission regularity authority

Office Superintendent (O.S.)

Principal

Fee Regulating Authority

Accounts section/ O.S.

Principal

Examination Summery

EXAM Department

Dean Examination

University matters

Office Superintendent

Principal

DTE reports

Office Superintendent

Principal

AICTE reports

AICTE Coordinator/O.S.

Principal

Legal matters

Office Superintendent

Principal

Inward /Outward

Establishment Section

Office Superintendent (O.S.)

Maintaining Office

Automation records

Office staff

Office Superintendent (O.S.)

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

Strategy tupe

Details

Curriculum Development

Teachers are encouraged for active participation in Savitribai Phule Pune University (SPPU) Syllabus revision, detailing, Paper Setting, Chairman for subject, internal and external examiners for Practical/ Oral, Theory Examinations.

All faculties are encouraged for Training on internal grooming and positive attitude.

All faculties are encouraged for Training on Communication and Soft skills training.

Teaching and Learning

Academic Calendar is prepared and circulated to all faculty members and students and all stakeholders follows Academic Calendar Strictly.

Faculty members prepares their lecture plan in the beginning of the semester. Content updation of course files for content beyond the syllabus, assignments, new question papers/bank etc.

Faculty members are encouraged to use various ICTs

Midterm and End term submissions are taken as per the guidelines given by SPPU and continue assessment of student is monitored.

Lecture notes/course material, PPT's should be provided to students through ELS.Question Bank should provide to all Year's Students for online examination.

Seminars and Workshops should be conducted for every class to enhance their technical skills.

Examination and Evaluation

Mock online Examinations are conducted for all Years Engineering Students.

Unit Test Examinations are conducted for First, Second, Third, Final Year students.

Prelims examination is conducted for Third Year Engineering and Final Year Engineering students.

Midterm practical examinations submission is conducted.

Continuous assessment for the evaluation of students is done.

Mock oral and practical exams are conducted.

University Examinations (In Sem and End Sem) are conducted as per schedule given by the University.

Research and Development

Faculties and students are encouraged for Paper Publication in Reputed national and international Journal with high impact factors.

Faculties and students are encouraged for research proposals for various funding agencies like DRDO, DST, AICTE, ISRO, BOD etc.

Faculties and students are encouraged for Patent file and Publication in India and USA.

Students are encouraged to participate in project exhibition, project and seminar competitions, paper presentation in various national and international conferences.

Faculties and students are encouraged to attend "Intellectual property rights" related seminar, workshop etc.

Faculties and P. G. students are encouraged to take the admission for Ph.D. and required "No Objection Certificate" and other help is given by college.

More than 29 faculty members pursuing their Ph.D. in various institutes / University.

Library, ICT and Physical Infrastructure / Instrumentation

We have Digital Library for accessing various eJournals, NPTEL videos Lectures, DELNET Developing Library Network, Shodhganga@INFLIBNET Centre provides a platform for research students to deposit their Ph.D. theses and make it available to the entire scholarly community in open access. The repository has the ability to capture, index, store, disseminate and preserve ETDs submitted by the researchers etc.

We have Physical infrastructure and instrumentation as per norms of AICTE.

We have access to ELS (Electronic Learning System) for accessing lecture notes, PPT's, Videos, Question Bank etc. for the students of each department.

the students of each department.

Human Resource Management

The Trinity Academy of Engineering Human Resources Policy Manual is designed to provide a clear statement of the Management's Human Resources policy. The policies contained in this manual are in keeping with the values and goals of the Institute. These policies should be used to inform and guide day to day human resources decisions. The Management and Principal understand that department heads need guidance in order to effectively recruit hire and promote employees. Since laws concerning employment issues are constantly changing, it is important that our policies are made up to date and department heads are kept abreast of them. Faculty improvement programs for enhancement of quality of teachers. Well-defined recruitment policy based on merit of the applicants within the general framework providing a better teaching learning environment in the Institute. Providing on duty leave to the faculty for attending seminars, symposia, workshops, invited lectures and research-oriented activities. This includes the policies regarding:

Faculty improvement programs for enhancement of quality of teachers.

Well-defined recruitment policy based on merit of the applicants within the general framework

Providing a better teaching learning environment in the Institute.

Providing leaves as per the state Government.

Providing on duty leave to the faculty for attending seminars, symposia, workshops, invited lectures and research-oriented activities.

Providing leaves for higher education.

Industry Interaction / Collaboration

Industry Institute Interaction cell conducts Employability and Skill development (ESD) programmes every year for students in collaboration with various industries.

Industry Institute Interaction cell provide summer or winter Internship programmes in collaboration with various industries.

Industry Institute Interaction cell provide sponsored projects to the students of final year for good industry exposure.

Memorandum of Understating is signed by various industries for Guest Lecture, value added Programs, training and recruitment.

Admission of Students

Admission notifications are given by the direct technical education, Maharashtra on their website.

The institute continuously offers the advertisements in leading State and country level newspapers at the time of admission process. The advertisement contains detailed information about courses, eligibility, process of admission and academic as well as support facilities.

Admission process publicity is followed by education fair tie up with country level newspapers. The Publicity seminar is done at the prime locations in Pune nearby areas by establishing the desk.

The seminar on general awareness about education in engineering is delivered to various schools colleges with innovations done in various branches in engineering.

Admission process mentioned on college website https://www.kjei.edu.in/tae/

Institute provides all the relevant information to the student through separate admission cell.

The admission cell also provides guidance for parents as well as students about the scope of engineering courses and its importance in future. ERP System is deployed to ensure the admission process at institute right from registration to till student is admitted in the institute. Admission Cell is established to ensure smooth and systematic execution of admission process under DTE.

Trinity Academy of Engineering is part of Centralized Admission Process (CAP) which is run by DTE, Government of Maharashtra, which ensures the transparency in admission process of

students. Out of total admission, 185admissions are done through a Centralized Admission Process (CAP), which is an online admission process by D.T.E, Government of Maharashtra.

The process is fully transparent for Institutes as well as Students. Student can fill up the online registration form on D.T.E. website in specified time. Student can also fill up option form using online portal. The remaining 44 seats are filled against CAP and 6 are filled are filled at the Institute level as per the admission rules of Direct Technical Education. First advertisement is given in leading newspaper for Institute level quota. All the applications are collected for Institute level quota. Then according to merit admission procedure is completed.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.kjei.edu.in/tae/images/Strategic%20Perspective%20Plan.pdf
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.

ADMINISTRATIVE SETUP:

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical set up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage.

KJEI's Trinity Academy of Engineering is established in 2010. It has a Governing body to monitor and achieving the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is uploaded in additional information.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.kjei.edu.in/tae/images/Organogram%20of%20the%20Institution.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Welfare activities for employees:

Free/ Concessional medical Facility: A small dispensary and doctor is available at the campus. Emergency medical facility in the form of ambulance is available.

Maternity Leave [MA]:

a. Maternity leave may be granted to female employees for 90 days and only twice in one?s career.

b. A lady employee with minimum 3 years of continuous service is entitled to a maternity leave on full pay.

c. In case of female employee who has not put in continues

service for a period of one year, leave without pay on medical ground as Maternity leave shall be sanctioned for 90 days.

d. Not more than 2 MAs can be availed by a lady employee while in service at the Institute.

e. Maximum 60 days leave with due and admissible without producing Medical certificate can be sanctioned in continuation with Maternity leave.

f. Period of service for consolidated salary if any, and regular pay scale shall be counted as continues service for counting continuous length of service for the purpose of Maternity leave.

g. Benefit of Maternity leave shall also be admissible to the female employees on consolidated salary subject to fulfillment of other conditions mentioned above.

Medical Leaves

a. All employees are entitled to 10days of full pay (20 days half pay) ML, or part thereof, in a calendar year depending on the date of joining. An oral (in exceptional cases) or written request will be required for availing ML due to illness or injury.

b. Half pay leave shall be credited to employees leave account in two installments of 10 days each on 1st January & 1 July every year.

c. Proportionate half pay leave for broken period of the year @ 5/3 days for completed one month service shall be credited to leave account of individual employee.

d. Commuted leave for minimum 3 days shall be sanctioned.

e. Commuted leave (on medical ground) can be sanctioned in combination with Earned leave, on valid medical certificate from the registered medical practitioner.

f. Half pay leave shall not be sanctioned during the first year of service. however leave earned during first year shall be credited to the lave account of the individually employee

g. Unscheduled Absences Unplanned absences can be very detrimental to work place efficiency. In case of sudden illness or other unexpected circumstances, an employee should notify or arrange to notify his/her superior immediately. If this is not possible, a family member is expected to alert the Head of the Department as soon as possible to explain the situation and indicate the expected date and time of return.

h. Unused MLs will be carried forward into the subsequent year[s].

Yoga Sessions

The International Day of Yoga aims to raise awareness worldwide of the many benefits of practicing yoga. We never have a true idea of its value until we lose it. Yoga takes you into the present moment, the only place where life exists. Yoga is group of physical, mental, spiritual practices or disciplines. So on the occasion of international yoga day Trinity academy of Engineering Pune has celebrated yoga day on 21st June 2020 to improve student's health and toenhance their progress in extracurricular activities. The event started with welcoming of guest Ms. Rupali Raste and Ms. Sunanda Lipare, Trainer of Yoga Guru academy Pune. The principal Dr. Nilesh Uke sir told the importance of yoga and physical fitness. Both trainer gave very important information of Yoga and Yog Pranayama to students. They online demonstrated in front of students Yoga and Pranayama. Students also understood importance of yoga and pranayama.

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

Nil

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

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

22

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

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

A self-appraisal is the first step in the appraisal process. Employees are asked to sign appraisal forms. The employee?s signature does not imply that the Management/ employee agree with the appraisal, but that the employee has seen it. The employer can discuss the differences with the Management who will then do an independent analysis of the issue. Productivity and activity is the key work while evaluating any employee. It is the responsibility of the employee to ensure that he/ she has had at least one performance during twelve months of service. It is to be noted that all performance appraisals are used to provide a positive and developmental assessment of individuals and are not be used as tools of personal vendetta under any circumstances.

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

Institution conducts internal and external financial audits regularly. The institute has mechanisms for internal and external audit. Internal audit is carried out periodically. External audit is carried out quarterly in a year. External Auditor verifies all receipts expenses bills, payments of the Financial Year (FY). Policy for Internal Audit KJ's Educational Institute Trinity Academy of Engineering follows the Quarterly internal Audit Policy. The Internal Audit has been done by inter KJEI colleges (the accountant from the Trust office). While Internal Audit all receipts payments, Bills, Cash payment vouchers, sanctioned has been checked and the report of query has been put for further action in the account department. The account department has issued notice for outstanding fees from the student's office advances made for various expenses with the help of Quarterly Audit Report. The Account department also verifies the payment made to supplier and the status of material.

Policy for External Audit: External Audit has been made quarterly by external firm Atul M. Bhosale & Co. The persons from the Auditors office have personally visited our college and checking all receipts payments, Bills, Vouchers, Cashbook, Bank statement, Statutory Dues etc. While finalization of the Audit Report each and every entry put in the Tally has been verified; mainly reconciliation has been carefully done by the Auditor. The auditor has also checked Dead Stock Register before making Depreciation on the equipment. The auditor has also checked whether the salary and other advances likes Basic, AGP, DA, HRA, TA, LCA has been paid as per norms of Government and other Bodies.

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

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

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

360571/-

File Description	Documents
Annual statements of accounts	View File
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

Sources of funds are as follows:

- **Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.**
- **We received fund from Stakeholders, non-government bodies, individuals and Philanthropists.**

Our resource mobilization policy and procedures are as follows:

- **The Purchase Committee takes care that purchases are done properly and in accordance with the rules**
- **Regular internal audits from the Charted Accountant and external audits from the government make sure that the mobilization of the resources is being done properly .**
- **The time-table committee looks after the proper utilization of classrooms and laboratories.**
- **The Library Committee takes care that the resources in library are utilized optimally.**
- **Campus cleanness and its utilization is monitored by the Campus Cleanliness and Beautification Committee.**
- **To ensure the optimum utilization of resources, the Principal issues directions.**

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC prepare plan of activities for updating infrastructure and resources to be chalked down by taking approval from KJEl authorities. IQAC prepared plan to apply for new course-Information Technology-UG and New PG program- Master of Computer Application. Under IQAC one committee form to execute the work. They study the available resources and additional required resources.

IQAC encourage of staff to apply for research funding from SPPU, DTE and AICTE. They help to identify the research projects. Give guiltiness for preparation of proposals. IQAC suggest to conduct the lecture of expert on preparation proposals.

IQAC highlight on outcome based teaching learning process. They prepared plan for utilization of available time to complete syllabus. IQAC advice staff/ guide for Seminar topics, and it should be on current issues and advanced technology. IQAC main focus to identify problem statements of society and industry for quality projects. IQAC provide 24 hour in-house lab facilities to students for research.

IQAC continuously student's attendance. Taking track of test conduction and test result.

IQAC Encouraging of faculty members for higher studies i.e PG and PhD. IQAC discuss to develop new research/ innovative labs in each department. For that they suggest to visit various government departments & industries, Visit to research labs. And advice to prepare strategic plan to develop said labs.

IQAC discuss integrate cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics. And request to to increase the Memorandum of understanding (MOUs).

IQAC take decision to plan special programs for advanced learners and slow learners. Also focus on employability of students.

IQAC do discussion to increase the research publications in reputed journals. All departments should grooming students to participate in online technical programs and to write research

papers.

As per IQAC guidelines faculty should attend online programs like FDP, seminars, NPTEL courses and workshops and to write research papers.

IQAC guide in capacity building and skills enhancement initiatives.To plan programs like Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills.

IQAC suggest practical conduction using virtual lab concept. And allow hybrid mode of Teaching adopted in the pandemic situation.

Resolution:

1.Finalization of checklist for documents & maintain in hard copy.

2.Plan of activities for updating infrastructure & resources to be chalked down by taking approval from KJEI authorities.

3.To form committee to execute the work.

4.To study the available resources and additional required resources.

5.To identify the research projects.

6.Preparation of proposals.

7.To conduct the lecture of expert on said issue.

8.Utilization of available time to complete syllabus.

9.Seminar topics should be on current issues and advanced technology.

10.Seminar topics should be on current issues & advanced technology.

11.To provide problem statement of society & industry for quality projects.

12.To provide 24 hour in- house lab facilities to students for research.

13.Students attendance

14.Test conduction and test result

15.Condition of common facilities available in campus.

Action Taken:

1.All criterion heads and departmental coordinators are asked to prepare check list of documents.

2.Informed to Mr. P.A. Manatkar (Civil Dept) update the plans.

3.Plans are approved by KJEI authority. Committee is formed for execution of work under Chairmanship of Principal.

4.HOD Comp Dr Nikita Kulkarni and Prof. P A Manatkar (Civil) are instructed to survey and study resources.

5.One session is taken by Principal Dr. N. J. Uke on "How to prepare funding proposal."

6.HoDs have been asked to monitor preparation of proposals.

Interactive sessions of faculties are conducted.

7.Proper academic calendar is prepared as per university schedule.

8.Meetings are conducted with departmental seminar coordinators.

9.Problems of industry and society are collected from different resources.

10.Enrolled students in earn and learn scheme of SPPU Pune are used for providing 24 hour in-house lab facilities.

11.Teacher guardians have been asked to monitor the attendance of his TG group.

12.Departmental exam coordinators are appointed to conduct

tests and declare results.

13.Technical assistance and workshop instructors have been instructed to check condition of common facilities available in campus.

14.HoD and faculty members had visited various research labs of government college departments and industries.

15.Research areas are identified

16.List of equipments and softwareare prepared. Plan is submitted to KJEI management for further action.

17. MOUs are increased by departments as per requirements.

18.A set of 20 students are assigned to a faculty as mentors and personal and academic care of the student.

19.ICT based learning through videos of NPTEL/standard virtual classroom

Critical topics are re-explained for better understanding.

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Commencement of odd and even semesters, Unit Test2, In-Semester Exams, Prelims, Mid Term Submission schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the

Orientation Programme, in which

they are made aware of the Engineering, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, honour courses. various cocurricular activities, discipline and culture of the Institute. All students are also given a tour of the campus and the various facilities.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before

the semester commences.

Feedback from students is also taken individually by each department's academic coordinator

Feedback is properly analysed and shared with the Director, HODs and individual faculty

members. Students are also to approach the Director of the Institute for feedback and suggestions.

The teaching-learning processes are reviewed, and improvements implemented, based on the

IQAC recommendations. The major initiatives taken include the following:

1. Automation of Admission Processes - Provision for online fee payment
2. Online Examination Processes
3. Curriculum Development Workshops in many subjects
4. Green initiatives in Campus – tree plantation
5. MoUs with Industries
6. Internship

Outcome:

- In year 2019-20 total placement count was 127 and in year 2020-21 it is increased with number of 207.
- Also in year 2019-20 result of SE and TE is nearly 70-80%, which increased now 98-100% for year 2020-21.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kjei.edu.in/tae/images/ANNUAL_REPORT(2020-21).pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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 institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance. Today India is the youngest nation in the world with 70 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the

progress of the nation.

1. Safety and Social Security:

The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a full proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. In this regard myriad initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CC (Close Circuit) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance.

The institution has different committees such as Anti – Ragging Committee, Students Grievance Committee and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

The institution is providing counseling to the students who are prone to depression and who have suicidal tendencies.

2. Counseling:

The institution established a Counseling Cell which includes 06 faculty members of which 50% are women. Students are ensured that the counseling shall be one – to – one and complete confidentiality will be maintained. Counseling provides not only an opportunity to the teachers to fathom student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counseling to the students, the Counseling Cell organizes Personality Development classes to all the students in general.

3. Common Room:

A Common Room with an attached Wash Room is the primary facility required for the girl students to meet to their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility. News Papers and Magazines are made available to the girls in the common room. Besides the common room for the

girls, there are separate wash room for boys and staff.

4.Day care center for young children:

Most of the girl students of our college come from rural areas and the chances of getting married in early age is not uncommon. Though the institution does not arrange for a day care center for the young children, adequate facilities are provided in the girl's common room for the lactating mothers.

5. Night Reading hall for Girls

Girls who are interested to have late night study with their friends, who stay in Hostel or nearby to college are made available with safe Reading hall with Digital Library at same place. Security and other useful things are made available.

Not only Girls students ,we celebrate Gender Equality days,Mens day to show how strongly we should support each other for best future.

File Description	Documents
Annual gender sensitization action plan	https://www.kjei.edu.in/tae/gender_equ.php
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kjei.edu.in/tae/gender_equ.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Sewage Treatment Plant

• **The institute is having Sewage Treatment Plant (STP). The purified water is used for gardening and flush. Its construction cost is 21 lacs with the capacity of 450 cubic meter / day. • Water Treatment Plant (WTP) is also in working condition with type reverse osmosis having capacity of 3000 LPH of total cost Rs. 5,25,000/**

2. E-waste management

- **The E-waste collected in Electronics & Telecommunication Departmentand disposed every year accordingly.**
- **The buyback system is followed if they are beyond repairable conditions. Empty toners, cartridges, outdated computers and electronic items are sold as scrap to ensure their safe recycling.**
- **Old monitors and CPUs are repaired by our technician and reused.**
- **In case of Old Chips or Power supplies, students reuse them for their projects which saves there money and the things are utilized in easy way.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	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 with trees and plants

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	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

A. Any 4 or all of the above

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

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

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

Our tagline signifies our commitment towards the development of society with continuoustraditional values through the education: ? ? ?? ??????? ????? ????????? ??????? ?

Indeed, there is nothing purifying here comparable to Knowledge. - Bhagavad Gita.To build a strong nation of strong youth who are noble in their attitude and morally responsible, unlike every year the college organized and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff.

For developing the emotional and religious feelings among the students and the faculty, commemorative days are celebrated in the institute with the initiative and support of the management, to generate the feeling of oneness and social harmony.

The teaching as well as non-teaching staff of the institute togetherly celebrate cultural and regional festivals like induction programs of newly joined students, teacher's day, women's day, yoga day, sports days, festivals like Shiv Jayanati,Diwali celebrations etc. religious ritual activities are performed in the institute with full zest.

Motivational lectures of eminent personalities are arranged for overall development of the students and to make them responsible citizens following the national values of social and communal harmony and national integration.

Besides academic and cultural activities, we at Trinity Academy of Engineering Pune have provided students with strong infrastructures for a variety of sports activities, for the physical development of the students.

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

K J's Educational Institutes Trinity Academy of Engineering Pune undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. We conduct many programs to explain fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. We appeale to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity ,equality, Social justice ,Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India and TAE Pune has always tried to enrich importance at Degree level across all engineering disciplines to create awareness and sensitization the students and employees to constitution obligation .

Earlier activities relating to this task were undertaken by our NSS committee. Every year Republic day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

The students have taken up many cleanliness drives both inside the campus and nearby villages considering it as a responsibility of every citizen. The students have also taken up Plantation drives to provide a clean and green environment for all. Swachh Bharat Abhiyan has also been an important initiative taken up by the college where we have organized an awareness rally for the students and took a tour in entire town to create awareness among all.

The college has also conducted a Vaccine awareness program ,where they were sensitized about their constitutional powers of COVID.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	**No File Uploaded**

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. In academic year 2019-20, we celebrated the following days like

World Environment Day, International Yoga Day, National Mathematics Day, Independence Day, Republic Day, National Unity Day (Birth Anniversary of Sardar Vallabh bhai Patel), Birth Anniversaries of Dr. Sarvapalli Radhakhishnan, Mahatma Gandhi, Birth anniversary of Swami Vivekanand

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	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Institutional Best Practices of AY 2020-21

Best Practice No.1: Employability Skill Development (ESD) by Zensar Technologies

Since 2016, the institute has started Employability Skill Development (ESD) program for our students in collaboration with Zensar. Trainers from Zensar are appointed for conducting this program.

Goal of ESD program: Every year Zensar Technologies and Zensar Foundation conducts this Employability Skill Development (ESD) program, at no cost to students, with a moto of training of fresh graduates for better readiness of students for IT industries.

The practice: Zensar visits every year to college and selects students from third year and give away training in both soft skill and technical skills. And at the end of training they conduct interview for students. Among this interview students

are finalized and selected to work with Zensar.

Context: This program offers total 180 hrs of training for students which includes Aptitude - 50 hrs, Soft skills - 20 hrs, Pl_SQL - 40 hrs, Python - 40 hrs, Java - 40 hrs.

Problems Faced and Resources Required:

- Students face problem during their trainee period, when entered into company. Hence to make them company efficient with all professional ethics and technically strong, every year this program is conducted for Third year students in order to make them ready for placements, by providing them with soft skills and technical assessment training. At the end of training program, every student gets a set of various activities which helps them to build up Team building, Motivation, Time and Stress Management skills.
- Overall Zensar looks after every student in these sessions, where students learn basics of soft skills and Etiquettes required in Software company. They get to know the problems they face while handling live projects in company. This improves their communication skills, presentation skills. This program also helps in improving time and stress management and team building which are also very essential during their job.

Evidence of Success: Placement in Zensar is seen, once the training is finished, every trained student has to appear for the test conducted by Zensar. Based on test results, performance analysis of students throughout the training program and the interview skills of student, students are shortlisted by and hired in Zensar. The entire process of training program makes students ready to work with industries and students can work on live projects directly. This year 24 students had successfully completed the training and among them 4 students got selected in Zensar Technologies successfully.

Best Practice No.2 Teacher Guardian Scheme Goal:

Goal: Continuous monitoring of academic performance of students

including their attendances and performance in internal exams.

The practice:

- The institute has a "Teacher Guardian (TG)" scheme for all First, Second, Third and Final Year students. Under this scheme, one faculty is appointed for every 2025 students as their Teacher Guardian.
- The role of the faculty as Teacher Guardian is to continuously monitor the academic performance of 2025 students such as daily attendance of the lectures and practical, reporting he absenteeism of the students to their parents telephonically, monitoring their performance in internal examinations and conducting meetings with them regularly to discuss and address their academic as well personal problems. •The slow learners are identified by respective TG based on academic monitoring. The extra classes are arranged if needed. • The details of the above work are maintained in a booklet by the respective Teacher guardian. • The record is transferred to next TG for better understanding of history of individuals.

Context: • Parents are regularly informed by letters, text messages and phone calls about the performance of their ward by his TG and thus they are also involved in this process. • Teacher Guardian takes the problems faced by the students like poor academic performance, problems related to infrastructural facilities, and even personal problems also discussed to bring solution on that. • The Teacher Guardian acknowledges and addresses these problems to motivate and guide the students. Knowing the student personally and communicating with him/her like a guardian develops a personal connect between the TG and student which is the main goal of this program. This in turn develops a sense of confidence, support and security in the students and theycome strong to face the academic challenges.

- All these activities undertaken by the TG's like call records to the parents, TG meetings, minutes of the meetings, student performance etc. are recorded in a booklet which is maintained by each and every Teacher Guardian.

Problems Faced and Resources Required: • The problems encountered are as follows: • Impart sense of guardianship in

the faculties for increased effectiveness of the "Teacher Guardian" scheme. • Adequate time is not available during college hours for conducting meet but this was overcome by conducting meeting after college hours. • Initially the students were wavering to speak about the problems then TG made them speak out by talking with them in informal way.

Evidence of Success: • Many of the problems faced by the students have come up in the TG meetings and they have been addressed by the faculty members. • Problems like need of fans and tube lights in new class room in Civil department, etc. came up in the TG meetings and subsequently, these facilities were provided to the students. • Students had difficulty in understanding the teaching of some staff members. The concerned staff members were counseled by the HoD and improvement was observed. • At the time of examination period students wanted to use library beyond college hours so library was open from 08:00 am to 08:00 pm.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

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

We at Trinity Academy of engineering believe our students are responsible for future generation of innovation & leadership and hence provide them best infrastructure with best academics and best circular activities together at one place of 110 acres of KJEI campus.Students at our campus enjoy highly refined education with a merge of extra curricular activities. You can find a lush green environment away from pune crowded areas where students can achieve their dreams with greater innovation.

Vision of the Institute is to be a premier knowledge center by molding and empowering students in the pursuit of knowledge, values and social responsibility and make them ready for socio-economic development, help them achieve excellence in various fields, thereby also preparing them to face global challenges. The Institution has never faltered in Inspiring the students in the pursuit of knowledge, values, and social responsibility.

The distinctive approach of the institute has been established towards this comprehensive Vision by modeling it in the form of service to the society, by means of certificate courses or by allowing the students to organize events to develop their skills, multidisciplinary project development, Entrepreneurship development, Ethical and Human value development.

(a) Skill Development: The Institute arranges skill enhancement programs and helps students to develop their skills through the programs like - Employability skill development, Entrepreneurial development, Soft skill development etc.,

(b) Projects: Students at our institute take up Internships in industries and pursue their projects which gives them hands-on training in their field of interest.

(c) Enjoyable Learning Activity : Every faculty of institute implements an enjoyable learning activity like quiz competition, for his/her subject, so that the learning becomes more easy and interesting for the students.

(d) Entrepreneurial Development: ED Cell of the institute constantly works on increasing the excitement of young brains to innovate new ideas and thus lead the way for entrepreneurship. Budding entrepreneurs are encouraged for start ups and thus to make them self-sufficient and financially independent.

(e) Seminar Based Conference : Institute organizes a conference, which helps our students to showcase their new ideas through the seminar based conference. The program helps to boost the presentation and leadership capabilities of the students.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

The Institute has made humble efforts in fulfilling the vision and achieving the goals through effective and planned

implementation of the missions undertaken.

The Institute aims to create a talent pool that would provide future leaders and innovators at graduate levels. In addition to research facility and innovation laboratory, the institute is trying for extending the required facility and guidance for making our faculty all Ph.D.completed.

Still our Future Action Plan would be:

- Develop collaborative arrangements with premier institutions in India and abroad
- To make the system responsive for maintaining the time schedule
- To develop strong relations with industries, institutes and society
- Expand educational opportunities and avenues such as to Forecast industry requirements and societal educational aspirations
- Explore new avenues of fund raising with Enhanced engagement with stake holders
- Increase research projects from industry, Government research organizations, centers of excellence