MANDATORY DISCLOSURE

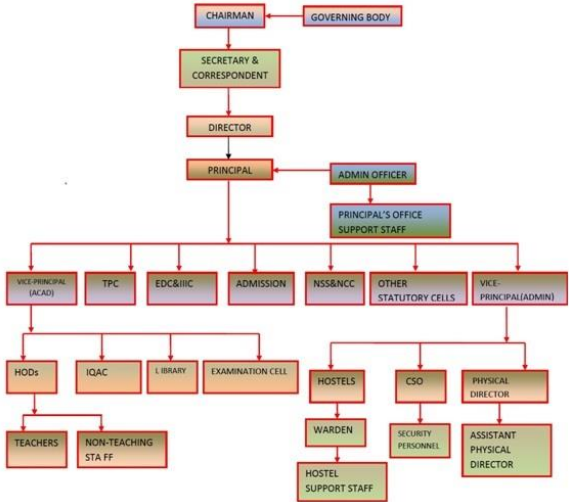| 1.	**Name of the Institution** Address including Telephone, Mobile, E-mail	**SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT** **Gajula Rega, Vizianagaram - 535 002** 9676788855 / 11 sitam@sitam.co.in www.sitam.co.in principal@sitam.co.in
2.	**Name and Address of the Trust / Society / Company and the Trustees** Address including Telephone, Mobile, E-mail	**SRI BOTCHA GURUNAIDU MEMORIAL EDUCATIONAL SOCIETY (Regd No 72/96)** 17-7-7, Thotapalem,Vizianagaram 08922-224019, 9885219988 Sashi_majji@yahoo.com **Chairman:** Sri. Botcha Satyanarayana **Vice Chairman:** Sri. B. AppalaNarasayya **Secretary & Correspondent:** Dr. Botcha Jhansi Lakshmi **Joint-Secretary:** Sri. Majji Sashibhushana Rao **Treasurer:** Ms. Botcha Anusha
3.	**Name and Address of the Vice Chancellor / Principal / Director** Address including Telephone, Mobile, E-mail	**Prof. Dr. D.V. RAMAMURTHY** B.E., M.Tech., Ph.D **PRINCIPAL** 9676788855/11 principal@sitam.co.in
4.	**Name of the affiliating University**	**Jawaharlal Nehru Technological University Kakinada**
5.	**Governance**	
	Members of the Board and their brief background	https://www.sitam.co.in/index.php/NAAC/267%20-governors
	Frequency of the Board Meeting	Twice a year

Organizational chart and processes	
Nature and Extent of involvement of Faculty and students in academic affairs / improvements	• Institute level decisions are made through participatory mechanism. • The students' share of participation is ensured through their presence on various committees and platforms. • The Head of the institution in turn seeks suggestions from HoDs and prepares institutional draft proposals in consultation with Deans. • Feedback from the stake holders at various levels is analyzed and important inputs are taken into consideration in all management decision making process • Management Capacity Enhancement training is provided to faculty at different cadres. • Administrative and academic responsibility with accountability is distributed at various levels of decentralized organizational set up. • Relevant decision making and financial powers are vested with the concerned administrators at different levels. • Leadership training is being imparted to those identified as future leaders for carrying over the vision and mission.
Mechanism / Norms and Procedure for democratic / good Governance	**VISION OF THE INSTITUTE:** To evolve into and sustain as a Centre of Excellence in Technological Education and Research with a holistic approach. **MISSION OF THE INSTITUTE:** To produce high quality engineering graduates with the requisite theoretical and practical knowledge and social awareness to be able to contribute effectively to the progress of the society through their chosen field of endeavor.

		MECHANISM / NORMS AND PROCEDURE FOR GOOD GOVERNANCE:
		The Governing Body(GB) is the highest body that monitors the progress of the college and suggests activities for the growth and overall development of the institution. The Governing Body(GB) of the institute has been constituted as per the AICTE norms, New Delhi, India. The main objective of the GB is to offer transparent and effective governance in building and developing the institution. The key responsibility of the GB is to develop and implement the mission, vision, quality policy, and strategic plan of the institution. The short term and long term goals are reviewed periodically if necessary, revised strategies are implemented. The GB, through the Director and the Principal, monitors parameters such as teaching-learning process, good academic and administrative practices, bench marking, risk so as to meet the interests of stakeholders. As per the directives of the GB, the director, the Principal, and the Heads of the departments set the short-term and long-term goals. Then planning and implementation of the same is following in the individual departments and also at the institute level. The short-term goals and the long-term goals of the institute are stated as follows.
	Student Feedback on Institutional Governance / Faculty performance	• Feedback of the students is also considered along with the feedback of other stakeholders in formulating the curriculum and regulations. • The performance of each faculty member is evaluated by the students at the end of every semester through a suitable designed questionnaire. The faculty member is expected to take note of the remarks and introduce appropriate measures for improvement. The Head of the Department is also required to discuss the feed-back information with each individual teacher and guide him/her in introducing necessary improvements. • The performance of each faculty member as a teacher is monitored every semester by evaluating the pass percentages in the subjects taught by him/her in each semester. • Each faculty member is required to submit an annual report about all of his activities for every calendar year through a self-appraisal form.

	Grievance Redressal mechanism for faculty, staff and students	• Complaint boxes are provided in prominent places. Meetings with faculty, staff and students are organized to discuss their grievances and to initiate necessary action. • As per norms Grievance Redressal committee is constituted. • The Grievance Redressal Committee undertakes the processes of attending to the grievances put forward by the students and staff. It focuses its attention on setting proper facilitation procedures for settling the issues in a cordial atmosphere. • The committee initiates proper or appropriate enquiry or investigation mechanism within 24 hours from the receipt of the complaint in written form duly signed by the complaint. • The committee meticulously adheres to the standard arbitration procedures of the college and those of other state government and AICTE time to time. • The women's grievance cell actively addresses gender-related grievances, if any, under the leadership of a Chairperson of the rank of a Professor.

	Establishment of Anti Ragging Committee	Departmental anti-ragging committees and Centralized Anti-Ragging Committee are in place. https://www.sitam.co.in/index.php/NAAC/284%20-Anti%20Ragging
	Establishment of Online Grievance Redressal Mechanism	The email addresses of all faculty including members of Anti-ragging committee are available in college website. The Anti-ragging Committee initiates action on the complaints received through mail from the aggrieved persons.
	Establishment of Grievance Redressal Committee in the Institution and appointment of OMBUDSMAN by the University	A Grievance Redressal committee is established by the college - https://www.sitam.co.in/index.php/NAAC/274%20-grievances The affiliating University JNTUK appointed Justice B.V.Ranga Raju as OMBUDSMAN.
	Establishment of Internal Complaint Committee (ICC)	Women's Grievance Redressal and Anti-Sexual Harassment Cell / Internal Complaint Committee (ICC) is in place for Gender Sensitization, prevention and prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances. https://www.sitam.co.in/index.php/NAAC/271%20-ICC The ICC/ women's grievance Redressal cell actively addresses gender-related grievances, if any, under the leadership of a Chairperson of the rank of a Professor.
	Establishment of Committee for SC/ST	A "Committee for SC/ST" has been constituted to oversee various activities of the students concerned. https://www.sitam.co.in/index.php/NAAC/283%20-SC-ST%20CELL
	Internal Quality Assurance Cell	An Internal Quality Assurance Cell (IQAC) is functioning in the college to monitor the quality of implementation of academic programmes effectively. https://www.sitam.co.in/index.php/NAAC/272%20-member%20comp
6.	**Programmes**	
	Name of Programmes approved by AICTE	**B.TECH.** ➢ Civil Engineering ➢ Computer Science and Engineering ➢ Electronics and Communication Engineering ➢ Electrical and Electronics Engineering ➢ Mechanical Engineering **New Course in EMERGING AREAS approved by AICTE from the academic year 2020-21** ➢ Computer Science and Engineering (Artificial Intelligence and Data Science) * **Subject to approval by Government of AP and Affiliation by JNTUK**

		M.TECH.			
		ECE	➢ VLSI Design and Embedded Systems		

	Program Details				

B.Tech. Electronics & Communication Engineering Duration: 4 years		2020-21	2019-20	2018-19	2017-18
	No. of seats	60	90	120	120
	Fee	₹.45,600/-	₹.50,200/-	₹.50,200/-	₹.50,200/-

B.Tech. Computer Science & Engineering Duration: 4 years		2020-21	2019-20	2018-19	2017-18
	No. of seats	60	60	60	60
	Fee	₹.45,600/-	₹.50,200/-	₹.50,200/-	₹.50,200/-

B.Tech. Mechanical Engineering Duration: 4 years		2020-21	2019-20	2018-19	2017-18
	No. of seats	60	60	60	60
	Fee	₹.45,600/-	₹.50,200/-	₹.50,200/-	₹.50,200/-

B.Tech. Electrical & Electronics Engineering Duration: 4 years		2020-21	2019-20	2018-19	2017-18
	No. of seats	60	60	60	60
	Fee	₹.45,600/-	₹.50,200/-	₹.50,200/-	₹.50,200/-

B.Tech. Civil Engineering Duration: 4 years		2020-21	2019-20	2018-19	2017-18
	No. of seats	60	60	60	60
	Fee	₹.45,600/-	₹.50,200/-	₹.50,200/-	₹.50,200/-

	Name and duration of Programme(s) having Twinning and Collaboration with Foreign University (s) and being run in the same Campus along with status of their AICTE approval	No programmes are having Twinning and Collaboration with Foreign University(s)
7	Faculty	**Department wise list of faculty:** Civil: https://www.sitam.co.in/index.php/civil-engineering CSE: https://www.sitam.co.in/index.php/computer-science-and-engineering ECE:https://www.sitam.co.in/index.php/electronics-and-communication-engineering EEE:https://www.sitam.co.in/index.php/electrical-and-electronics-engineering Mechanical:https://www.sitam.co.in/index.php/mechanical-engineering Maths: https://www.sitam.co.in/index.php/basic-humanities-and-sciences Physics: https://www.sitam.co.in/index.php/basic-humanities-and-sciences Chemistry: https://www.sitam.co.in/index.php/basic-humanities-and-sciences English: https://www.sitam.co.in/index.php/basic-humanities-and-sciences

		Management Studies: https://www.sitam.co.in/index.php/basic-humanities-and-sciences Library: https://www.sitam.co.in/index.php/basic-humanities-and-sciences Physical Education: https://www.sitam.co.in/index.php/basic-humanities-and-sciences
8	**Profile of Principal**	

Name	Dr. DWIVEDULA VENKATA RAMAMURTHY
Date of Birth	15.08.1966
Educational Qualifications	B.E. I Class Andhra University M.Tech. I Class IIT Delhi Ph.D. 4.00/4.00 (CGPA) Oklahoma State University
Work Experience	
Teaching	25 Years
Research	08 Years
Industry	00 years
Others	-
Area of Specialization	Control systems
B. Tech. (UG Program) *** Numbers in brackets indicate no. of times that particular course is taught**	**Theory Courses** Engineering Mechanics (8) Mechanics of Solids (3) control Sytems
Research Guidance *** No. of papers published in National/International/Conferences** **Master** **Ph.D.**	International Journals – 16 International Conferences – 21 National conferences – 10 5 1 research scholar, awarded Ph.D.
Projects Carried out	Principal Investigator / Co Investigator for SIX funded projects worth Rs. 100 Lakhs from All India Council for Technical Education (AICTE), New Delhi and Department of Science & Technology (DST), Delhi etc. Student Projects Guidance M. Tech. – 12 B. Tech. - 21
Patents	3
Technology Transfer	Nil
Research Publications	International Journals – 16 International Conferences - 21 National conferences – 10
No. of Books published with details	Nil

9	**Fee**	
	Details of Fee, as approved State Fee Committee, for the Institution	**Block period 2016-17 to 2018-19:** B.Tech.: ₹.45,600 per annum M.Tech.: ₹. 57,000 per annum
	Time schedule for payment of fee for the entire programme	1st year: At the time of joining 2nd year onwards: Within 15 days from the commencement of class work
	No. of Fee waivers granted with amount and name of students	--
	Number of scholarship offered by the Institution, duration and amount	All GATE qualified candidates admitted into M.Tech. are eligible for a stipend of Rs.5,000/- per month.
	Criteria for Fee waivers / Scholarships	A GATE rank for stipend of Rs.5,000/- per month to students admitted into M.Tech.
	Estimated cost of Boarding and Lodging in Hostel	Rs.60,000/- per annum
11	**Admission Procedure**	
	Mention the admission test being followed, name and address of the Test Agency and its URL (website)	**B.Tech.** AP EAMCET (Engineering, Agricultural and Medical Common Entrance Test) Conducted by: Andhra Pradesh State Council of Higher Education, 3rd, 4th and 5th Floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road, Atmakur (V), Mangalagiri (M), Guntur – 522 503. https://sche.ap.gov.in/EAMCET/EamcetHomePages/Home.aspx **M.Tech.** AP PGECET (Post Graduate Engineering Common Entrance Test) Conducted by: Andhra Pradesh State Council of Higher Education, 3rd, 4th and 5th Floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road, Atmakur (V), Mangalagiri (M), Guntur – 522 503. https://sche.ap.gov.in/PGECET/PGECET/PGECET_HomePage.aspx

	Number of seats allotted to different Test Qualified candidates separately	**B.Tech.:** All admissions are through APEAMCET only **M.Tech.:** First preference to GATE qualified candidates. If the left over seats, if any will be filled with PGECET qualified candidates.
	Calendar for admission against Management / Vacant seats	As announced by APSCHE
12.	Criteria and Weightages for admission	
	Describe each criterion with its respective weightages i.e. admission Test, marks in Qualifying examination, etc.	All seats will be filled up with the candidates qualified in respective CET examination in merit order. The unfilled seats if any will be filled basing on the merit in qualifying examination.
	Mention the minimum Level of acceptance, if any	50% of marks in qualifying examination as per APSCHE guidelines
	Mention the cut-off levels of percentage and percentile score of the candidates in the admission test for the last three years	No separate test is conducted by the College. Students are allotted by APSCHE basing on the rank in the qualifying examination.
	Display marks scored in Test etc. in aggregate for all candidates who were admitted	--
13.	**List of Applicants**	
	List of candidates whose applications have been received along with percentile / percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats	Schedule for admissions under Management Quota (Category 'B') is to be announced by the APSCHE for the Academic Year 2020-21

14.	Results of Admission under Management seats / Vacant seats	
	Composition of selection team for admission under Management Quota with the brief profile of members (This information be made available in the public domain after the admission process is over)	Schedule for admissions under Management Quota (Category 'B') is to be announced by the APSCHE for the Academic Year 2020-21
	Score of the individual candidates admitted arranged in order of merit	
	List of candidates who have been offered admission	
	Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidate	
	List of the candidates who joined within the date, vacancy position in each category before operation of waiting list	
15	Information of Infrastructure and Other Resources Available	
	Number of class rooms and size of each	21 Class rooms – Average size of each class room is 80 m^2
	Number of Tutorial rooms and size of each	12 Tutorial rooms – Average size of each tutorial room is 40 m^2
	Number of Laboratories and size of each	35 Laboratories – Average size of each laboratory is 106 m^2
	Number of Drawing Halls with capacity of each	1 Drawing Halls - Capacity: 120
	Number of Computer Centres with capacity of each	1 Computer Centre – Capacity: 300
	Central Examination Facility, Number of rooms and capacity of each	10 computer systems, 4 high speed copiers and 300 mbps internet facility are available in examination centre. Examination Centre is congenial for carrying out confidential work. Two Rooms are available exclusively for examination control office.
	Barrier Free Built Environment for disabled and elderly persons	Barrier Free Environment is provided with the following facilities: • Two lifts with accessibility to all blocks. • Two Wheel chairs • Ramps in all blocks

	Occupancy Certificate	Yes
	Fire and Safety Certificate	Yes
	Hostel facilities	Yes
	Library	
	No. of Library Books / Titles / Journals available	https://www.sitam.co.in/index.php/library
	List of online National / International Journals subscribed	https://www.sitam.co.in/index.php/library
	E-Library facilities	https://www.sitam.co.in/index.php/library
	Laboratory and Workshop	https://www.sitam.co.in/index.php/infrastructure
	Innovation Cell	➢ A separate centre for Innovation is available – http://gvpce.ac.in/cfi.pdf ➢ MHRD established an Institution Innovation Council (IIC) in the college. ➢ MSME granted Incubation Centre
	List of facilities available	
	Games and Sports Facilities	Indoor Facility available: • Motorized Threadmills – 2 Nos. • 12 Station Multi-gymnasium • 4 Station Multi-gymnasium • Weight Training Equipment (300 Kg.) • Table Tennis – 3 Boards • Exercise Cycles - 2 Nos. Outdoor Facilities available: • Multipurpose Playground for Athletics, football and Cricket • Cricket Net Practice Wickets – 2 No. • Volleyball courts – 2 Nos. • Throw ball courts – 1No. • Tennikoit court – 1 No. • Ball Badminton court – 1 No. • Basketball court – 1 No. • Tennis courts (clay) – 2 Nos.