

K.E.Society's Rajarambapu Institute of Technology (Polytechnic)

MANDATORY DISCLOSURE

Mandatory disclosure by Institutions running AICTE approved Diploma program to be included in their respective Information Brochure, displayed on their website and to be submitted to AICTE every year latest by 30th April together with its URL

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

"The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE."

I. NAME OF THE INSTITUTION

Name	K.E.Society's Rajarambapu Institute of Technology (Polytechnic)	
Address	Permanent Location as approved by AICTE	Temporary Location (if applicable)
	Sr, No. 35/4, Lohagaon, Tal:- Haveli, Dist. :- Pune 47	N.A.
Phone Number	020-65106371, 020-65106372	E-Mail : info@kesadmin@ritppune.com
Fax	020-65106373, 020-24376074	
Web Site	www.ritppune.com	
Nearest Rly. Station	Pune	Distance : 10 Kms
Nearest Airport	Lohagaon	Distance : 5 Kms

II. NAME & ADDRESS OF THE PRINCIPAL/DIRECTOR

Name	Prin. Shrinivas Krishna Joshi				
Designation	PRINCIPAL	Qualification & Experience: M.E.(Const.&Mgt) Teaching:- 28yrs,	Highest Degree	Specialization	Total Experience
			M.E.	Construction & Management	29 Years
Phone. No.	020-65106371 Res. : 7798279919		Fax No.	020-65106373, 020-24376074	
E-Mail	Shrinivas1411@gmail.com MobileNo.7798279919				

I. NAME OF THE AFFILIATING BOARD

Name	Maharashtra State Board of Technical Board Mumbai(MSBTE)		
Address	Kherwadi,Bandra Mumbai.		
Pin Code	400501	Period of Affiliation	2009onwards
STD Code	022	Phone No.	2647 7208 / 2647 1255/ 2647 8531 / 2647 8296 / 2647 8795
Fax	022-26473980	E-Mail / Web Site	www.msbtte.com

II. GOVERNANCE**Governing Council:**

™ The Governing Council is constituted as per the norms prescribed by AICTE.

™ The members of the Governing Council are as follows:-

Sr. No	Name		Designation
01	Prin.Shri.Ramchandra Dnyandeo Sawant	Educationalist	Chairman
02	Prof.Shri.Dhanajay Ganapatil Thombare	Educationalist	Member
03	Prof.Shri.Mahesh Shivajirao .Kumbhar	Educationalist	Member
04	Shri.Shivaji Bira Pujari	Industrialist	Member
05	Shri.Sagar Dattatray Shinde	Industrialist	Member
06	AICTE Regional Office	Nominee	Member
07	Industrialist -AICTE	Nominee	Member
08	MSBTE ,Mumbai	Nominee	Member
09	DTE Nominee	Nominee	Member
10	Industrialist State Government	Nominee	Member
11	Prin. Shrinivas Krishna Joshi	Educationalist	Principal-Member Secretary

Frequency of the GC Meetings

The GC Body meets twice in a semester and reviews the following academic matters:

1. Coverage of Syllabus
2. Content required beyond the syllabus
3. Future plans & Development
4. Performance of students in internal tests and University examination
5. Attendance and discipline of students
6. Scheduling of industrial visits and training
7. Career development programme

ORGANIZATIONAL CHART AND PROCESSES:

The organizational chart for effective implementation of various activities in the college is depicted below:

Chairman
Principal

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Faculty- Professors	Registrar
Assistant - Professors	Office - Supst.
Lecturers	Administrative Staff
Librarian	Office Supporting Staff
Technical Assistant	Maintenance Staff
Dept. Supporting Staff	Others

Chairman issue necessary guidelines to the Principal.

The Principal in consultation with the management, makes plans, organizes, controls and executes the task.

General Administration:

The Registrar looks after the administration of office and correspond with AICTE, and other agencies in consultation with the Principal and co-ordinate all activities of departments and office.

Office Superintendent renders necessary assistance to the Principal and Registrar in the day-to-day affairs.

Administrative staff carry out the task assigned to them and maintain records. Supporting staff assist all officials.

Maintenance staff attend the day-to-day work assigned to them and maintain cleanliness.

Processes involved in maintaining high academic standards are detailed below.

Academic - Teaching-Learning Process:

- All Heads of Departments in association with the faculty
- Prepare the Academic Plan for a Semester.
- Identify Theory & Practical subjects pertaining to the parent department and inter-departments.
- Allocate subjects based on qualification, specialization, experience and previous results.
- The faculty prepares Time-Table with reference to the Curriculum.
- Prepare Lesson Plan effectively, well ahead of the commencement of a semester.
- Handle lecture classes as per the time-table.
- Conduct Internal Tests & Model Examination.
- Evaluate the answer books and notify the marks.
- Identify weak students and conduct special coaching classes.
- Verify observation and Record Note Books.
- Counsel the students and conduct re-test for those failed/performed poorly.
- Inform the parents about the performance of their wards.
- Conduct seminars
- Motivate students to do Innovative Project

Nature and extent of involvement of faculty and students in academic affairs and improvements:

- The Members of faculty in all departments are well qualified, experienced and dedicated towards the goal.
- They discharge the duties with utmost sincerity and involve themselves in the curricular and co-curricular activities in the best interest of the student.
- Incentives and awards are instituted for achieving academic excellence by faculty and students.
- Faculty members are deputed regularly for FDP, STTP, Summer/Winter Schools, Workshop and Conferences.
- In addition to the normal learning process, students get exposure to the practical world through industrial visits, guest lectures etc.
- Current concepts and practices are introduced to students by way of value added courses
- Professional communication courses are conducted regularly to improve communication skills.
- Regular courses on improving aptitude skills are conducted by experienced faculty.

Curricular activities:

- Prepare detailed lesson plan and handle classes
- Suggest various reference books
- Conduct periodic tests and closely monitor the students' performance
- Send progress reports to the parents
- Identify weak students and give them special coaching
- Arrange industrial visits
- Counsel the students as and when required
- Conduct career guidance/career development programmes
- Conduct value added courses

Arrange guest lectures for teaching the contents beyond syllabus

Co-curricular activities:

- Encourage the students to participate in various National Level Competitions
- Assist them in the preparation and presentation of Research Papers
- Guide them in the National Level Symposiums organized
- Motivate them to participate in social activities-NSS, YRC, Blood Donation Camps etc.
- Encourage them in sports & games

Mechanism/Norms & Procedures for democratic/good governance:

- Academic calendar for the departments is prepared well in advance.
- Rules and regulations of the Institution are framed and informed to all concerned.
- Regulations of the University are informed to all students, faculty and staff.
- Policy decisions related to all academic matters are taken collectively by the Academic Advisory Committee. Minutes of meetings are prepared and circulated to the members and the faculty. All decisions are communicated through Circulars to the faculty and through Notices to the students.
- Meetings of faculty are convened at regular intervals and the policy decisions related to academic matters and others informed.

Proctor system is adopted to take special care on each student.

- ❖ Every class has a class advisor in charge for attendance who will monitor the participation of students in regular classes and other programmes.
- ❖ Internal test marks and attendance position are sent to the parents periodically.
- ❖ Weak students are identified and suitable actions are taken to improve their performance.
- ❖ Misbehaved students are identified and counseled.
- ❖ After the announcement of semester results coaching classes are conducted for the failed students.

Students' feedback on institutional governance/faculty performance:

- Class Committee (consisting of students and the faculty handling the classes) Meetings are conducted twice in a semester and feedback is obtained from students directly. Suggestions from students are listened to.
- Feedback from students is taken for each faculty subject-wise. Strengths and weaknesses of faculty are identified and accordingly faculties are rewarded/counseled to improve upon.
- Feedback is also obtained from students about institutional governance and suggestions are accepted and implemented.

Grievance redressal mechanism for faculty, staff and students:

- A Grievance Redressal Committee comprising of senior faculty, students and staff is constituted every year.
- The committee is headed by a Professor. It receives grievance from faculty, staff and students and take remedial actions.
- On complaints, it conducts inquiry considering all aspects and submits its findings and recommendations. Remedial measures are taken accordingly.
- Suggestion boxes are placed at strategic points and acted upon promptly.

III. PROGRAMMES

Name of the Programmes approved by the AICTE

Sr. No	Diploma Courses	Intake
1	Civil Engineering	60
2	Computer Engineering	60
3	Mechanical Engineering	120
4	Electronic Engineering	-
5	Information Technology	-

TM Name of the Programmes accredited by the AICTE

Sr. No.	Under Graduate/ PG Courses	Status	Remarks
1	Diploma	3 years	From 29.06.2009

TM For each Programme the following details are to be given:

- Name : **Diploma in Engineering**
- Number of seats : **240**
- Duration : **3 Years**
- Cut off mark/rank for admission during the last three years:

Fee:-

Rs. 45,910/- per annum (Interim Fee)

➤ Campus placement in last three years with minimum salary, maximum salary and average salary

➤ **Placement Facilities:**

A placement cell with a full time placement officer, supporting staff another infrastructure such as conference hall, GD rooms, personal interview rooms with a full fledged office is functioning in the campus. Facilities will be made available for conducting on-line aptitude test and technical tests.

The placement cell focuses on:

- i). Conducting career guidance for students.
- ii). Maintains constant liaison with industries for in-plant training, industry Visits and campus placement.
- iii). Conducting career development programmes, aptitudes tests, technical tests mock interviews, group discussion, communication skills etc., regularly.

™ Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration, give the following details:- **Nil**

Permanent Faculty : 1

Guest Faculty /Adhoc : 26

Adjunct Faculty : Nil

Faculty - Student Ratio : 1:14

Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned.

VII. PROFILE OF PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

1. Name : Prin. S.K. Joshi
2. Date of Birth : 24.10.1963
3. Educational Qualification : M.E.

4. Work Experience

Teaching : 28 Years
Research :
Industry : 6 Months
Others :

5. Area of Specializations : Construction and Management

6. Subjects teaching at Under Graduate Level

Diploma Level :- Geo Tech, Mechanics of Structures,
Design of Structures.

7. Research guidance

No. of papers published in

Masters's : - National Journals :-
: Registered for Ph.D. at
Ph.D. solapur University - International Journals :
- Conferences 16

8. Projects Carried out : 15

9. No. of Books published with details:

VIII. Fee

TM Details of fee, as approved by State Fee Committee, for the Institution

Particulars	Maharashtra	Other State
Tuition and Other Fee	45910*	45910*
University Registration and Administration	-	-
Certificate Verification Fee	-	-
T.B. Seals, Flag Day, Insurance, ID Cards	-	-
Amenities, Processing Charges	-	-
Total:	45910*	45910*

(*Interim Fee as per Shikshan Shulk Samiti)

- TM Time schedule for payment of fee for the entire programme.
One month from the date of reopening of every academic year / Semester.
- TM No. of Fee waivers granted with amount and name of students.
- Nil
- TM Number of scholarship offered by the institute, duration and amount
- Nil
- TM Criteria for fee waivers/scholarship.

IX. ADMISSION

TM Number of seats sanctioned with the year of approval
2015 – 2016 – 240 Seats

Number of students admitted under various categories each year in the last three years.: NA

TM Number of applications received during last two years for admission under Management Quota and number admitted. : NA

Year	Applied		Admitted	
	Government Quota	Management Quota	Government Quota	Management Quota

X. ADMISSION PROCEDURE

TM **Mention the admission test being followed, name and address of the Test Agency and its URL (website).**

TM Government Quota Seats : NA

TM Management Quota through Consortium of Self - Financing Professional, Number of seats allotted to different Test Qualified candidates separately [AIMCET/CET (State conducted test/University tests)/Association conducted test]

Not Applicable

Calendar for admission against management/vacant seats: **Not Applicable**

- ⇒ Last date for request for applications.
As per DTE schedule
- ⇒ Last date for submission of application.
As per DTE schedule
- ⇒ Dates for announcing final results.
As per DTE schedule
- ⇒ Release of admission list (main list and waiting list should be announced on the same day)
As per DTE schedule
- ⇒ Date for acceptance by the candidate (time given should in no case be less than 15 days)
As per DTE schedule
- ⇒ Last date for closing of admission.
As decided by Directorate of Technical Education.
- ⇒ Starting of the Academic session.
As per MSBTE schedule

I Semester

As per MSBTE schedule

III, V Semesters

As per MSBTTE schedule

I, III, V Semester : As per MSBTE schedule

II, IV, V Semesters

Commencing Date - December/January

Last Working Date - April

⇒ The policy of refund of the fee, in case of withdrawal, should be clearly notified. As per the State Government norms

XI

Item No I - XI must be given in information brochure and must be hosted as fixed content in the website of the Institution.

The Website must be dynamically updated with regard to IX

X. APPLICATION FORM

TM Downloadable application form, with online submission possibilities: Yes

XI. 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 been offered admissions.

XIV. RESULTS OF ADMISSION UNDER MANAGEMENT SEATS/VACANT SEATS

TM Composition of selection team for admission under Management Quota with the brief profiles of members (This information be made available in the public domain after the admission process is over)

Not Applicable

TM Score of the individual candidates admitted arranged in order of merit.

Not Applicable

TM List of candidates who have been offered admission.

Not Applicable

TM Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates.

Not Applicable

™ List of the candidates who joined within the date, vacancy position in each category before operation of waiting list.

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XV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE

LIBRARY:

Number of Library books/Titles/Journals available (programme-wise)

Books	Journals		Magazines		E- Journals & E-Magazines
	National	International	National	International	
7162	21	-	-	-	-

LABORATORY:

Sr.No	Name of the Laboratory	Area (In Sq.m)	Major Equipment
1	Chemistry	120.00	As per AICTE norms
2	Physics	120.00	As per AICTE norms
3	Computer Lab	439.65	Hardware : Dell PCs. Software : Windows XP, Java, XML, Web logic, JSP, COM/.NET
4	Workshop	1107.62	As per AICTE norms

List of Experimental Setup

As per AICTE norms

COMPUTING FACILITIES:

Number and Configuration of Systems 60

Total number of systems connected by LAN : 60

	Diploma Engineering
No.of Terminals	60
H/W Specification P-V / Latest configurations	60
Others	
LAN / WAN	60
Printers	5
Relevant Legal Software	
* Application S/W	11
* System S/W	9
Internet	5Mbps, 24 hours

Major software packages available

Special purpose facilities available :

Games and Sports

- ⇒ Volleyball Court - 1 nos.
- ⇒ Kabaddi Court - 1 nos.
- ⇒ Tennis Board - 1 nos.
- ⇒ Carom board - 2 nos.
- ⇒ Chess Board - 2 nos.
- ⇒ Cricket ground with practice nets -
- ⇒ Weight lifting set -
- ⇒ Indoor Stadium (Under progress) -
- ⇒ Swimming pool (Under progress)

Extra Curricular Activities

New Institute

Associations

⇒New Institute

¾ Soft Skills Development facilities

In Keeping with the current trend in Engineering and Technology, to meet the job requirement and to give an exposure to the latest developments in every field of specialization, KESP will signed MoU with various organizations .

¾ Number of classrooms and size of each

⇒19 nos., each 82.36 sq.m.

¾ Number of tutorial rooms and size of each

⇒4 nos., each 41.48 sq.m.

¾ Number of laboratories and size of each

⇒Chemistry – 120.00sq.m

⇒Physics - 120.00sq.m.

⇒Workshop - 1107.62sq.m

¾ Number of drawing halls and size of each

⇒110.44sq.m.

¾ Number of computer center with capacity of each :

⇒Computer -439.65 sq.m.(3 nos.), capacity – 60,

¾ Curricula and Syllabi for each of the programmes as approved by the University :

⇒Available in the Website : www.dte.org.in

¾ Teaching Load of each Faculty

Sr. No.	Designation	Workload / Week
1	Principal	4 Hours
2	Head of Department	12 Hours
3	Lecturer	16 Hours

¾ Internal Continuous Evaluation System in place

Theory : As per MSBTE norms.

Students' assessment of Faculty, System in place.

Student feedbacks are collected through software by using 20 parameter as follows.

Sr.No.	Question
1	Was the course coverage as per lesson plans?
2	Was the evaluation fair?
3	Did the evaluation help you to improve?
4	Was the depth of coverage adequate?
5	Was the faculty punctual to the class?
6	Were any assignments given to you?
7	Was the faculty audible?
8	Was the black board writing clear & organized?
9	Were you encouraged to ask questions?
10	Were they checked promptly?
11	Were notes dictated to you?
12	Were internal tests conducted?
13	Did the faculty meet your expectations?
14	Did you feel motivated to learn?
15	Was the teacher accessible to you to clarify your doubts?
16	Were you satisfied with the teaching in general?
17	Were any audio-visual aids used?
18	Were you satisfied with class discipline in general?
19	Did the teacher appreciate your Co/Extracurricular activities?
20	Were the special classes useful?

Grading is done as follows :

>80	Excellent
60 – 70	Very Good
40 – 59	Good
25 – 39	Satisfactory
< 24	Poor

FACULTY PROFILE

Sr.No.	Name of Staff	Designation	Department
1	Prin.Shrinivas Krishna Joshi	Principal	Civil
2	Mr.Ajinkya Ashok Satam	I/C HoD	Mechanical
3	Mr.Gopal Bhaskar Patil	Lecturer	Mechanical
4	Mr.Abhijit Adhikrao Patil	Lecturer	Mechanical
5	Mrs.Sneha Sachin Bhosale	Lecturer	Mechanical
6	Mr.Ashish Gajendra Dandge	Lecturer	Mechanical
7	Mr.Kiran Praksharo Deshmukh	Lecturer	Mechanical
8	Ms.Priyanka Sadashiv Kapure	Lecturer	Mechanical
9	Mr.Vinod Baburao Jadhav	I/C HoD	Computer
10	Mrs.Priyanka Kunal Kasare	Lecturer	Computer
11	Mrs.Nutan Sukhdev Sarode	Lecturer	Computer
12	Mrs.Teashri Narayan Giri	Lecturer	Computer
13	Mrs.Tejasvi Ganesh Mangave	Lecturer	Computer
14	Mrs.Monika Pandurang Pawar	Lecturer	Computer
15	Mrs.Shweta Ganyeshwar Lilhare	Lecturer	Computer
16	Ms.Prachi Shantanu Admane	Lecturer	Electronics
17	Mrs.Sonali Mohit Kankriya	I/C HoD	Civil
18	Mr.Mayur Ramkrishna Gandhile	Lecturer	Civil
19	Mrs.Pooja Suryakant Gundale	Lecturer	Civil
20	Ms. Sushma Govindrao Pandhare	Lecturer	Civil
21	Mrs.Nisha Vishal Gundale	Lecturer	Civil
22	Mr.Omkar Shivaji Giri	Lecturer	Civil
23	Mrs.Sneha Ramesh Kusurkar	Lecturer	Civil
24	Mr.Javed Babuhai Shaikh	Lecturer	Chemistry
25	Ms.Manisha Baburao Mane	Lecturer	Physics
26	Mrs.Surekha Shivaji Gite	Lecturer	Mathematics
27	Mrs.Pallavi Ranjit Ghadage	Lecturer	English