

# MANDATORY DISCLOSURE-Diploma in Engineering

Mandatory Disclosure by Institutions running AICTE approved Engineering Technology programs to be included in their respective Information Brochure, displayed on their website and to be submitted to AICTE every year latest by 30<sup>th</sup> April together with its URL

“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

### **Mewar Polytechnic College**

NH - 79, Gangrar, Chittorgarh, Pin-312901

Rajasthan, India

Ph: (1471)-285452

Mob: 9414838455

Fax: (1471)-285458

URL: [www.mewaruniversity.org](http://www.mewaruniversity.org)

Email id: [deanengg@mewaruniversity.co.in](mailto:deanengg@mewaruniversity.co.in)

## II. NAME OF THE Trust/Company

### **Mewar University**

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## III. NAME & ADDRESS OF THE PRINCIPAL

### **Ms Priyanka Gautam (Ad-Hoc)**

NH - 79, Gangrar, Chittorgarh, Pin-312901

Rajasthan, India

Ph: (1471)-285453

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## IV. NAME OF THE AFFILIATING UNIVERSITY

### **Mewar University**

NH - 79, Gangrar, Chittorgarh, Pin-312901

Rajasthan, India

**V. GOVERNANCE**

➤ **Members of the Board and their brief background (BOM)**

1. Dr. Ashok Kumar Gadiya, Chairperson
2. Dr. V.K. Vaidya, President
3. Mr. Subhash Chandra Agarwal, Nominee of Sponsoring Body
4. Mr. Govind Lal Gadiya Educationist, Nominee of Sponsoring Body
5. Mr. Shanker Lal Gadiya, Nominee of Sponsoring Body
6. Mrs. Sudha Agarwal, Nominee of Sponsoring Body
7. Dr. Alka Agarwal, Educationist, Nominee of Sponsoring Body
8. Mr. R.C. Gupta, I.T. Expert
9. Mr. Samir Garg, Finance Expert
10. Commissioner College Education, Govt. of Rajasthan (Ex-officio)
11. Mr. D.K. Sharma, Teacher Nominee
12. Dr. R.K. Paliwal, Teacher Nominee

➤ **Members Of Academic Advisory Body**

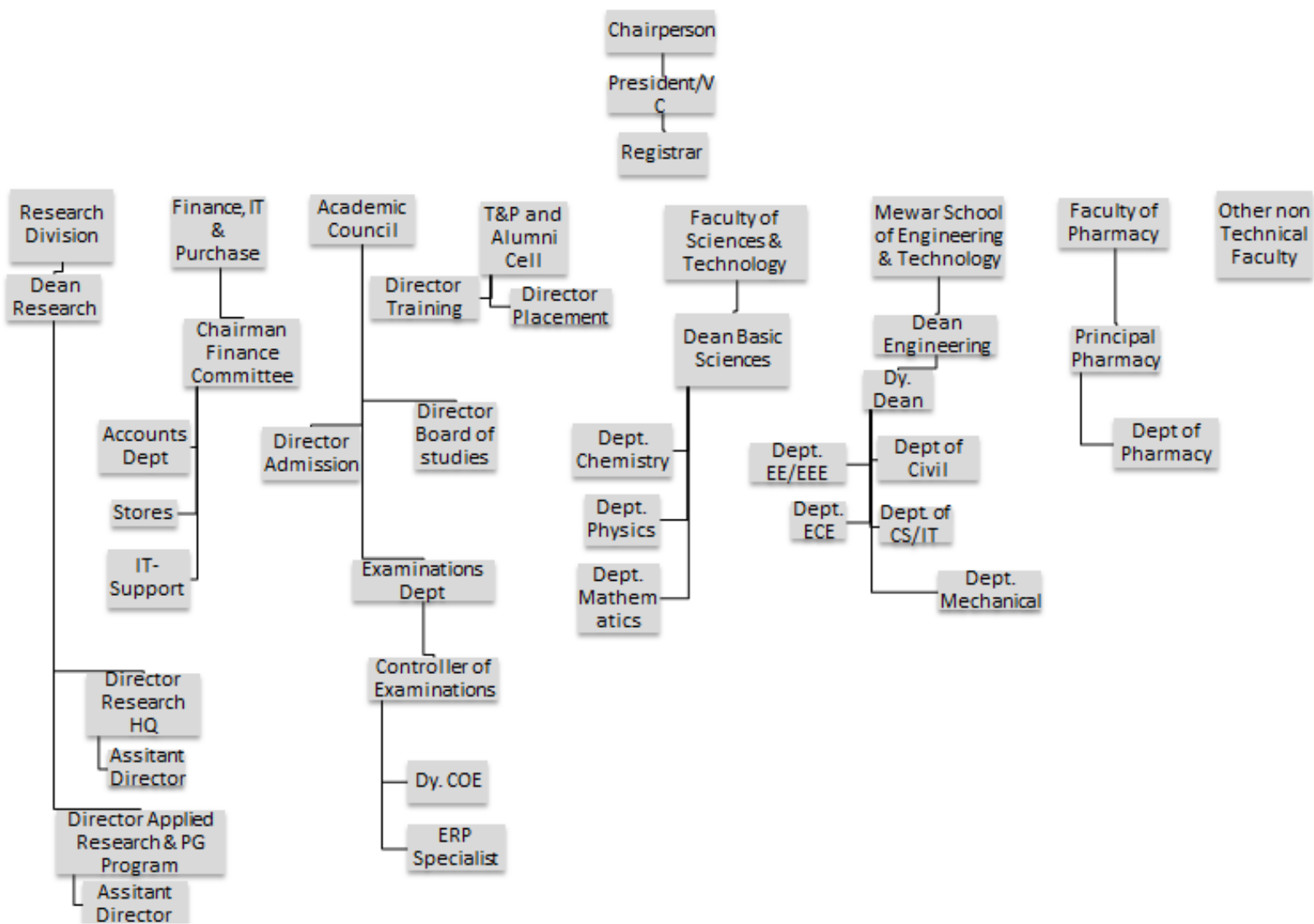
1. Dr. Ashok Kumar Gadiya Chairperson
2. Prof.(Dr.) V.K. Vaidya, President
3. Shri Govind Lal Gadiya Member, BOM
4. Shri R.K. Gadiya Member, Advisory Board
5. Mr. Sameer Garg Chairman, Finance Committee
6. Prof.P.Ramaiah Sr. Academic Advisor
7. Dr. Venkata V.P.R.P., Registrar Mewar University
8. Dr. Alka Agarwal Director, Board of Studies
9. Prof. J.P.N. Ojha, Director, Research
10. Prof. R. K. Paliwal Dean, Research
11. Prof. C.K. Sharma, Dean Academics
12. Prof. R.C. Tiwari, Dean Agriculture
13. Dr. Tanveer Ahmed Qazi, Dean Engineering

14. Dr. Chitrlekha Singh,Dean Humanities
15. Mr. D K Sharma, Dean Admissions & Student Welfare
16. Dr. S.L. Mundra,Dean Paramedical Sciences
17. Dr. Amaresh Kumar,Dean Sports
18. Mr. Syed Asghar Mehdi Controller of Examination
19. Mr. Harish Gurnani Director (Training & Placement)
20. Mr. M.L. Gupta, Director, Skill Development
21. Mr. H.Widhani,OSD

➤ **Frequency of the Board Meetings and Academic Advisory Body**

Academic council – The highest academic body of the University and is responsible for the maintenance of standards of instruction, education and examination within the University. It meets every year to frame out the major policies such as Resource planning, Teaching, Learning Process, Laboratory & Workshop Methods, Implementation of new educational technology etc. Each and every department of the university develops teaching, learning and assessment strategies as per the need of course program through BOS.

➤ Organizational chart and processes



### ❖ **Nature and Extent of involvement of faculty and students in academic affairs/improvements**

- Academic Council consisting of all the HOD Members, Registrar, and Librarian and chaired by the Principal/Director.
- Board of studies consisting of faculty members of a department along with external experts and alumni students involved while designing a course program. University conducts meetings of Board of studies and in these meeting detailed syllabi of different courses of each department is being prepared. If there is any modification in syllabus the board discusses it. New updation in the syllabus created in the meeting are incorporated. Experts are also invited for the meeting. Input from experts is taken as quality management of course program. Alumni also give input for further enhancement of curriculum.
- Senior faculty member from each Department is assigned for day-to-day monitoring of the academic activities.
- Regular interactions are being taken place with the students through counselors in view of academic activities of the institute.
- Regular meeting with HODs for exchange of views for the betterment of academic activities.

The Faculty members & students work together to make the institute a **Centre of Excellence**. The feedback system of the college is a bipolar process where the students & the faculty members help to improve each other and enhance their potentiality in every possible way. This in turn paves the way for a strong academic foundation.

### ❖ **Mechanism/Norms & Procedure for democratic/good Governance**

- Decentralization- University ensures the representation of faculty and government nominees in all the statutory bodies of the university. Healthy and fruitful discussions in democratic manner are made in cordial atmosphere at the meetings. Every member is given a fair chance to express her/his free and frank opinion. Academic Council, BOS and BOE of the different departments are the examples of participative management where people from outside the parent institution also give their opinion on academic and non-academic matters.
- Bottom-up-approach
- Examination & Monitoring Committee
- Library Committee with a Faculty-in-charge Monthly Departmental Meetings Departmental meeting with students for industrial training and student projects

### ❖ **Student Feedback on Institutional Governance/faculty performance**

- Online Student feedback on portal has already been started in a prescribed format where student can give their valuable feedback
- Through counselors & HoDs regular feedback is taken.
- Encouraging plan for engaging students for use in Institutional activities such as Website, Library Software etc.
- Our students are present in various committees like IQAC cell, grievance cell, BoS, Anti-ragging cell, SC/ST/OBC cell, Minority cell etc. where they can give their new ideas and views for development of the University.

The institute highly values the feedback of the students on institutional governance and faculty performance. A Feedback Form has been especially designed to that end. Every student is given this form at the end of every semester. The duly filled in forms are collected and later on discussed in the meeting of the Academic Council. The purpose is to help the faculty to develop himself /herself to deliver the best output.

❖ **Grievance redressal mechanism for faculty, staff and students**

- Grievance Redressal cell.
- The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.

The grievances of the students are represented in the meetings by the counselors of the various student batches. These issues are then discussed and resolved unanimously. The faculty members & staff make it a point to candidly discuss their specific as well as general problems in the meetings. The institution firmly believes that in order to excel a proper coordination between the faculty members, staff, students & management is indispensable.

❖ **Establishment of Anti-Ragging Committee**

In tune with the policy of Institution and in compliance with letter from UGC time to time Institution has a fully functioning Anti-Ragging Committee to ensure a ragging free campus. Meetings are held on regular basis.

❖ **Establishment of Grievance redressal committee in the institution and appointment of OMBUDSMAN by the university.**

A fully functional Grievance redressal committee exists in the university as per AICTE regulations 2012. OMBUDSMAN appointed was Dr Tanveer Ahmed Qazi. Meetings are held on regular basis.

❖ **Establishment of Internal Complaints Committee (ICC)**

As per sec 4 of AICTE (Gender sensitization, prevention and prohibition of Sexual harassment of women Employees and students and Redressal of Grievances in Technical Institution) Regulations Act 2016 this committee is constituted so that no bias should exist in campus on the basis of Gender and women employees are not harassed and such incidents can be avoided. If such incidents happen then proper action can be taken against the culprits. Meetings are held on regular basis.

❖ **Establishment of Committee for SC/ST**

This committee is working for the welfare issues of SC/St students and to ensure that there are no atrocities done to these students on the basis of caste & their rights are protected as per guidelines provided by UGC. Meetings are held on regular basis.

❖ **Internal Quality Assurance Cell (IQAC)**

As per the guideline of NAAC, university has established IQAC cell on July 2018. It

is working for overall development of institution under the Chairperson Dr V.K. Vaidya (President, Mewar University). Meetings are held on regular basis.

## **VI. PROGRAMMES:**

### **Status of Accreditation of the courses**

➤ **Total no. of courses: 5**

1. B.Tech. in Computer Science & Engineering
2. B.Tech. in Electrical Engineering
3. B.Tech. in Mechanical Engineering
4. B.Tech. in Civil Engineering
5. B.Tech. in Electronics & Communication Engineering

➤ **No. of courses for which applied for Accreditation: 5**

1. Diploma in Computer Science & Engineering
2. Diploma in Mining Engineering
3. Diploma in Electrical Engineering
4. Diploma in Mechanical Engineering
5. Diploma in Civil Engineering

➤ **Status of Accreditation – Preliminary**

➤ For each Program the following details are to be given:

Sl	Course	Seats	Duration	Cut-off Mark/ Rank	Fee(Rs)			Placement Facilities	Campus Placement	Salary Drawn(Lac/Yr)				
					Tuition	Adm. Fees	Caution Deposit			Mx	Mini	Avg		
1.	CSE	60	3 Years	On basis of 10 <sup>th</sup> Merit	Rs. 53000/-	.	.	The College has its own Placement Cell . The Cell through its collaborations with industries send students on short term trainings and internships to get them placed in reputed industries.	NA	NA	NA	NA		
2.	MINING	60	3 Years						--				--	NA
3.	EE	60	3 Years						.				.	NA
4.	MECHANICAL	60	3 Years						.				.	NA
5.	CIVIL	60	3 Years						.				.	NA
								NA				NA		




- 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:

NOT APPLICABLE

**VII. FACULTY:**

- **Branch wise list of Faculty Members:** Recruitment is under process. (Adv. Given 20<sup>th</sup> March 2019 in Hindustan Times and Rajasthan Patrika)



**MEWAR UNIVERSITY**  
(A University under 2 (f) of the UGC Act 1956, established by Govt. of Rajasthan Act. A of 1999 with the right to confer degrees per 22 (1) of the UGC Act)

**Applications are invited for the following positions  
in the Mewar Polytechnic College.**

**Principal / Director  
Lecturers & Senior Lecturers**  
In the Branches of Civil, Electrical, Mechanical, Computer Science & Mining Engg.

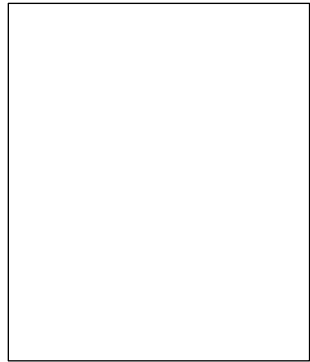
➤ Qualification, Experience and Pay scales are as per AICTE Norms.  
➤ Eligible interested candidates may submit an application with a copy of resume and all supporting documents on.  
E Mail Id : [hr@mewaruniversity.org](mailto:hr@mewaruniversity.org) Or by post to Registrar Mewar University,  
Gangrar before 15<sup>th</sup> April, 2019.

**Registrar**

**VIII. Profile of Principal/Faculty (under recruitment process)**

**PRINCIPAL**

- i. Name: .....
- ii. Date of Birth:.....
- iii. Unique ID: .....
- iv. Educational Qualifications:  
.....
- v. Work Experience:
  - a. Teaching: .....
  - b. Research: .....
  - c. Industry: .....
  - d. Others: .....
- vi. Area of Specialization:.....
- vii. Courses taught at Diploma/UG/PG level:  
.....
- viii. Research Guidace:
  - a. No. of papers published in national/International Journals/Conferences:.....
  - b. Master:.....
  - c. PhD.: .....
- ix. Projects Carried out: .....
- x. Patents: .....
- xi. Technology Transfer: .....
- xii. Research Publications: .....
- xiii. No. of Books published with details(ISBN no.):  
.....  
.....  
.....



## **IX. FEE**

### **❖ Details of fee, as approved by Academic Council, for the Institution.**

Diploma in Engineering:  
Rs.53000/- per AY is charged as Tuition fees

### **❖ Time schedule for payment of fee for the entire programme.**

Semester wise, in the months of January & June of every year

### **❖ No. of Fee waivers granted with amount and name of students.**

N.A

### **❖ Number of scholarship offered by the institute, duration and amount**

S. no.	Name of Scholarship scheme
1	Need-Based Scholarship
2	MU Scholarship (Exam on Yearly Basis)
3	Meritorious Student Scholarship (Admission / 10+2 Basis)
4	Shree Nandlal Gadiya Award(Academics) 100% Reimbursement in Tuition Fee
5	Shree Nandlal Gadiya Award(Best All-rounder/ Extracurricular Excellence Award) 50% Reimbursement in Tuition Fee

### **❖ Criteria for fee waivers/scholarship.**

[http://mewaruniversity.org/pages/Scholarships\\_and\\_Awards.aspx](http://mewaruniversity.org/pages/Scholarships_and_Awards.aspx)

### **❖ Estimated cost of Boarding and Lodging in Hostels.**

Rs. .... per AY

## **X. ADMISSION**

- ❖ Number of seats sanctioned with the year of approval: **Applied for Approval**
- ❖ Number of students admitted under various categories each year in the last three years: **NA**
- ❖ Number of applications received during last two years for admission under Management Quota and number admitted: **NA**

## **XI. ADMISSION PROCEDURE**

- On the basis of Merit of Secondary level Exams.

## **XII. CRITERIA AND WEIGHTAGES FOR ADMISSION**

- Only marks obtained in secondary exam will be counted for criteria for admission.

### **APPLICATION FORM**

Downloadable application form, with online submission possibilities.

Will be ready before coming session

## **XIII. LIST OF APPLICANTS**

**NOT APPLICABLE**

## **XIV. RESULTS OF ADMISSION UNDER MANAGEMENT SEATS/VACANT SEATS**

**NOT APPLICABLE**

## **XV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCE AVAILABLE**

### **Number of Classrooms and size of each**

4, 117.22 Sq.M

### **Number of Tutorial rooms and size of each**

1,83.04 Sq.M

### **Number of laboratories and size of each**

5, 79.48-120.43 Sq.M (Avg)

### **Number of workshop and size of each**

2, 345 sqm

### **Number of drawing halls and size of each**

01, 161sqm

### **Number of Computer Centres with capacity of each**

01, 236.6 Sq.M

**Central Examination Facility, Number of rooms and capacity of each.**

There is no central examination facility. Generally class rooms are used for examination(s), Main Exam office is 1, 38.71 sq m.

**No. of Conference Room**

01, 34.65 Sq.M.(Board Room)

**No. of Seminar Halls Room:**

01, 132 sqm.

No. of Meeting Room: **No**

**Barrier Free Built Environment for disabled and elderly persons:**

Resting rooms, Ramps, lifts are made available for disable/elderly persons.

## Occupancy Certificate:

OFFICE OF TEHSILDAR, GANGRAR (CHITTORGARH)

No/LR/19/-701-----


March 12, 2019

### OCCUPANCY CERTIFICATE

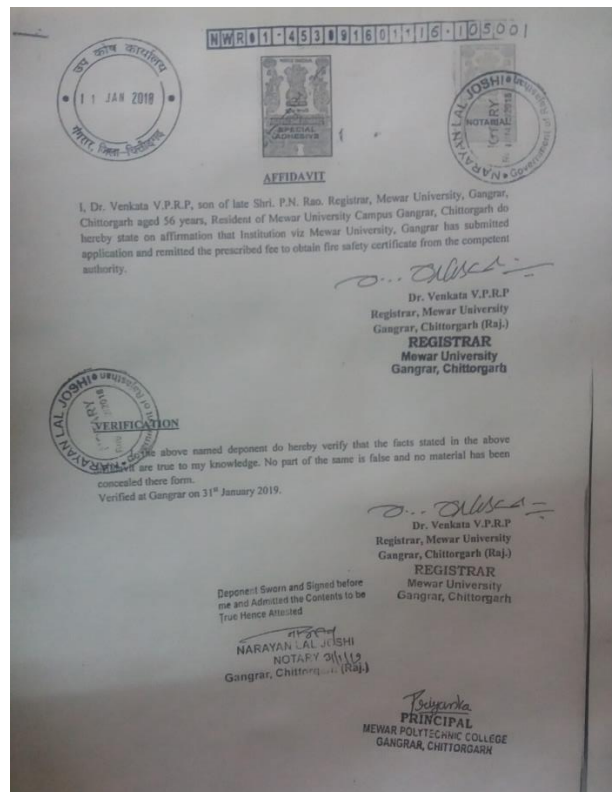
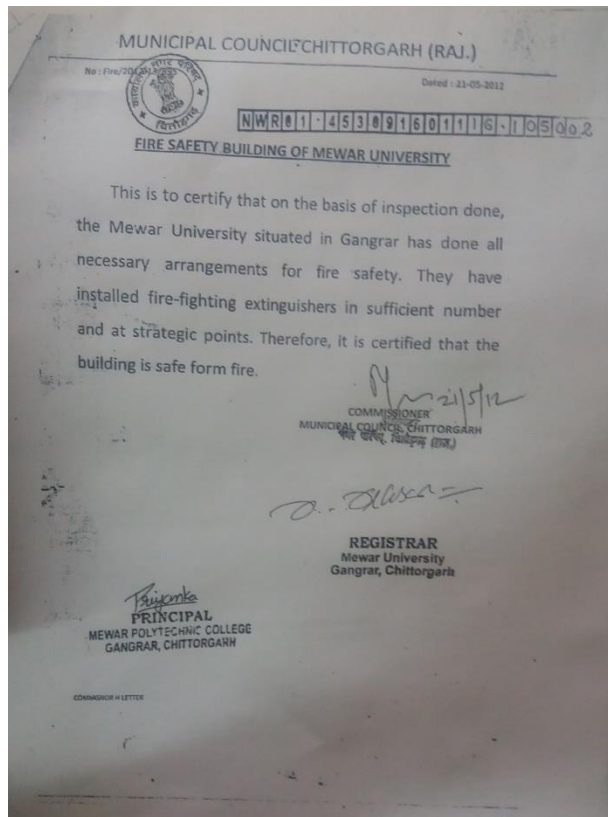
I do hereby certify that as per revenue record and reporting of Patwari / ILR of village Gangrar, Mewar Polytechnic College, Mewar University Gangrar, is built on Khasra No. 3686/4833 of village Gangrar, Tehsil Gangrar.

It is certified that the building is developed and complete for occupancy in all aspects for the intended use. Hence the occupancy certificate is issued under my signature on this date March 11, 2019.



  
TEHSILDAR, GANGRAR  
Dist- Chittorgarh (Raj.)  
तहसीलदार (पू.अ.)  
गंगरार, जिल्ला-चित्तौड़गढ़ (राज.)

**Fire & Safety Certificate:**



**Hostel Facilities:**

Boys Hostel (Wing 1<sup>st</sup>), 1382.11 sq m.

Girls Hostel (Wing 1<sup>st</sup>), 725.471sq m.

**LIBRARY:**

**Number of Library books:**1250

**Titles:** 125

**Journals :** 15

**Online Journals Subscribed:** DELNET, Current Science Journal, Shodhganga

**e-library facilities:** Yes, DELNET

**LABORATORY AND WORKSHOP:**

S. No.	Lab Details	Area in Sq m.
1	Chemistry Lab	100
2	Drawing Hall	160.92
3	English Language Lab	130.43
4	Physics Lab	157.48
5	Laboratory (110)	120.43
6	Laboratory (119)	120.43
7	Workshop Lab (Basic, GF)	345
8	Additional Workshop Lab	345
9	Additional Laboratories	1163
10	Laboratory(141)	79.487

**➤ List of Major Equipment/Facilities**

- Oven
- Muffle furnace
- Water bath
- Vernier caliper
- Screw Guage
- Spherometer Pendulum
- Potentiometer
- Engineering drawing Table
- Travelling Microscope
- Prism
- Staircase switches
- Soldering Station
- Cathode Ray Oscilloscopes (CROs)



- Function Generators
- Different Lighting Lamps
- Tong Tester
- Megger

➤ **List of Experimental Setup**

- Electronics Working Station(Integrated DSO, Function Gen, Programmable MM, Soldering station etc)
- House wiring Kit

**COMPUTING FACILITIES:**

**Number and Configuration of Systems**

90

**Total number of systems connected by LAN**

25

**Total number of systems connected to WAN**

10

**Internet bandwidth**

1024 Mbps

**Major software packages available**

Legal System Software : 3

Legal Application Softwares: 20

**LIST of Facilities Available:**

**Games and sports Facilities:** The college has its own playground for outdoor games like Cricket/Football/Badminton/Volley Ball and also has the indoor game facility like Table Tennis/Carom/Chess etc.

**Extra curricular Activites:** The institute always encourages the development of social & cultural aspects of students and faculty members through Technical Today Club, cultural activities, Tech-Fests, Jayanti celebrations and other competitions & exhibitions.

**Soft Skill Development Facilities:** A Language Lab has been developed to enhance the communication activities of the students. Special emphasis is given to enable the students to face Campus Interviews through Psychometric Tests and interview practices. Regular Personal development classes are also held.

**Teaching Learning process**

Curricula and syllabi for each of the programmes as approved by the University.

AICTE model curriculum will be followed in the upcoming session

## **Academic Calendar of the University**

Refer link: [http://mewaruniversity.org/pages/Academic\\_Calenders.aspx](http://mewaruniversity.org/pages/Academic_Calenders.aspx)

## **Academic Time Table**

NA

## **Teaching Load of each Faculty**

NA

## **Internal Continuous Evaluation System and place**

As per guidance of the concerned University evaluation system is adopted. Two way teaching methodology is used. Assignment, chart and presentations/models will be taken from students. Student centric methods are used for teaching and evaluation.

## **Students' assessment of Faculty, System in place**

Online feedback and offline feedback regarding faculty and system is in place.