

INDO GLOBAL COLLEGE OF ENGINEERING

MANDATORY DISCLOSURE (AY2020-21)

MANDATORY DISCLOSURE BY INSTITUTIONS RUNNING AICTE APPROVED ENGINEERING & TECHNOLOGY, MANAGEMENT PROGRAMMES TO BE INCLUDED IN THEIR RESPECTIVE INFORMATION BROCHURE, DISPLAYED ON THEIR WEBSITE AND TO BE SUBMITTED TO AICTE EVERY YEAR. (AY 2020-21)

I. NAME OF THE INSTITUTION

- Address including telephone, Fax, e-mail.

INDO GLOBAL COLLEGE OF ENGINEERING

VILLAGE ABHIPUR
NEAR CHANDIGARH
ABHIPUR, DISTT S.A.S.NAGAR
MOHALI (PUNJAB)
PIN CODE – 140109
CONTACT NO – 0172-2542091
Email ID – contact@igef.net

II. NAME & ADDRESS OF THE PRINCIPAL

- Address including telephone, Fax, e-mail.
Dr. Hardeep Singh Saini, Ph.D.
PRINCIPAL
VILLAGE ABHIPUR
NEAR CHANDIGARH ABHIPUR,
DISTT S.A.S.NAGAR MOHALI
(PUNJAB)
PIN CODE – 140109
CONTACT NO – 9988016668
Email ID – contact@igef.net

III. NAME OF THE AFFILIATING UNIVERSITY
IKG PUNJAB TECHNICAL UNIVERSITY
 KAPURTHALA ROAD
 JALANDHAR
 PUNJAB

IV. GOVERNANCE

❖ **Members of the board and their brief background**

(a) Composition of Governing Council of the Institution at present.

S.No	Name	Designation	Associated with
1.	Sh Sukhdev Kumar Singla	Chairman	Indo Global Education Foundation
2.	Mr Prem Sagar Gupta	Secretary	Indo Global Education Foundation
3.	Mrs. Neelam Singla	Member	Indo Global Education Foundation
4.	Mr. Sandeep Singla	Member	Indo Global Education Foundation
5.	Mr. Vijesh Gupta	Member	Indo Global Education Foundation
6.	Mr. Sandeep Aggarwal	Member	Indo Global Education Foundation
7.	Mr. Nishith Bansal	Member	Indo Global Education Foundation
8.	Mr. Sanjay Bhatia	Member	Indo Global Education Foundation
9.	Dr Hardeep Singh	Principal	Indo Global College of Engineering
10.	Nominee of AICTE	Regional Officer, NWRO Region, AICTE Chandigarh	AICTE, New Delhi
11	Nominee of IKGPTU	Dean Academics and College Development IKGPTU Jalandhar	IKGPTU Jalandhar
12.	Nominee of PSBTE&IT	Director (Academics), The Punjab State of Board of Technical Education Chandigarh	PSBTTEIT& Chandigarh

❖ **Members of Academic Advisory Body:**

- 1) The College has constituted an Academic Council consisting of all the Heads of Departments, Professors, Deans, as Members to discuss and decide about all important academic matters, such as Teaching-Learning Process, Lesson Plans, Course Plans, Laboratory Manuals, Course Material Tutorial Classes, Home Assignments, Project Seminars, Online classes, Examination system by Faculty Members, Guest Lectures, Quizzes, Seminars, Workshops, Analysis of the Examination Results and Remedial Classes, Class Review Committee Meetings, Industrial Visits, Attendance, Internal Assessment and Placements.

- 2) The College has also formed Departmental Advisory Committees for each Undergraduate and Post Graduate Programme. The constitution of the Committees is as follows:

Principal

Concerned HoD

4-5 faculty members from the Department

College Academic Committee:

College Academic Committee (CAC) of IGCE Abhipur is constituted with the following members.

- | | |
|-------------------|-------------|
| 1. Principal | Convener |
| 2. Dean Academics | Coordinator |
| 3. HOD – CSE | Member |
| 4. HOD – ME | Member |
| 5. HOD – ECE | Member |
| 6. HOD – CE | Member |
| 7. HOD – MBA | Member |
| 8. HOD – AS | Member |

Research, Innovation and Faculty Development Committee:

A "Research, Innovation and Faculty Development Committee" is constituted with the purpose of encouraging Research & innovation, Skill Enhancement of Faculty & Students of IGCE Abhipur

The Committee consists of:

1. Dr. Hardeep Singh Saini	Convener
2. Dr Anil Kumar	Member
3. Er Vanita Rani	Member
4. Er Rajesh Kumar	Member
5. Er Ritu Goyal	Member

❖ Frequency of the Academic Advisory Body Meetings

Board Meetings:

- The Members of the Board meet once in three months.

Advisory Committees:

- The Departmental Advisory Committee meets every month.

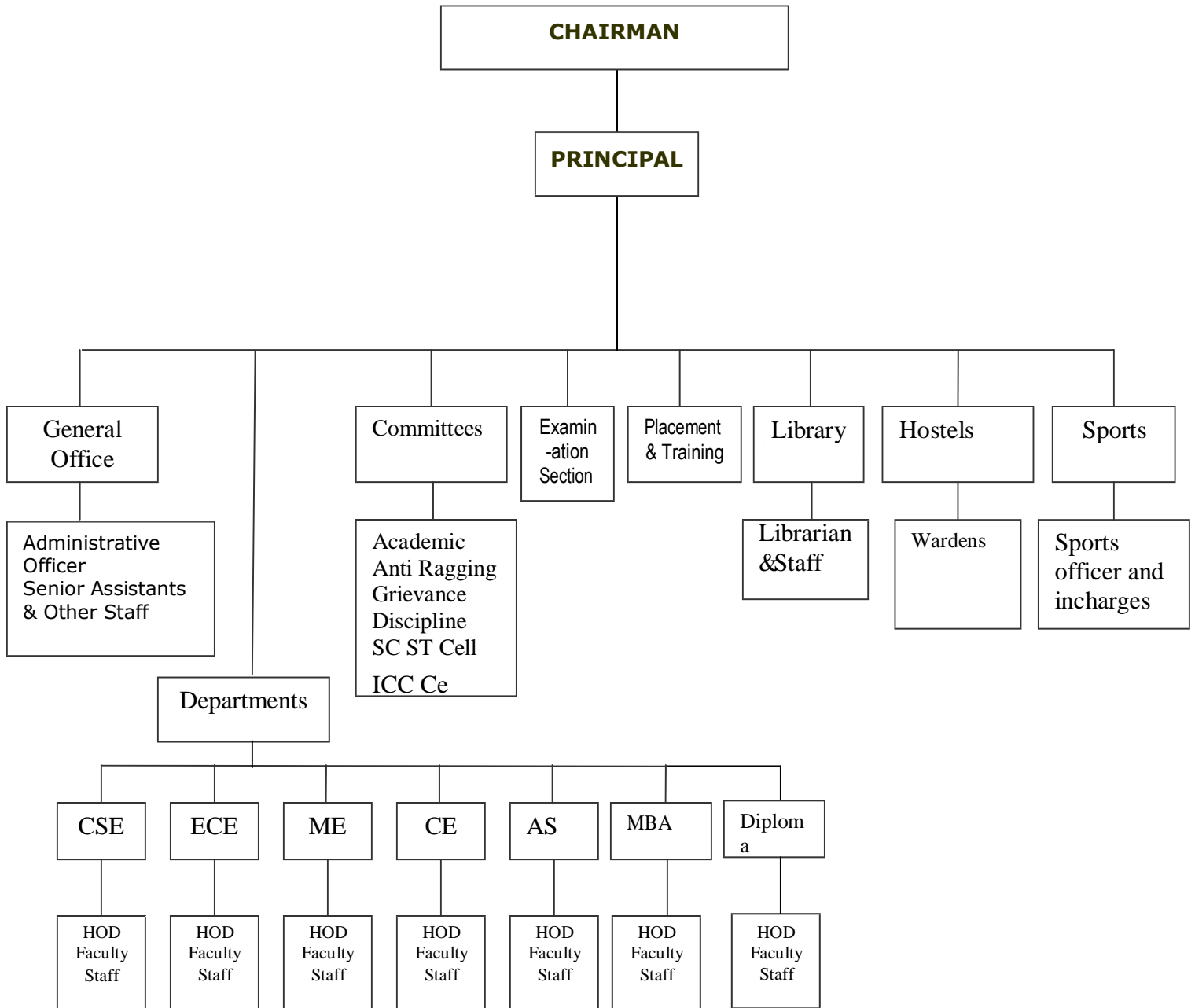
Academic Advisory Body:

- The Academic Advisory Body will meet once every week or frequently, if required.
- Disciplines and Anti-Ragging Committee, Squad, Grievance redressal and SC-ST welfare meetings are held twice in a month

❖ **ORGANIZATION :**

The Management and the Principal provide the leadership in expanding the College, and motivating the Faculty and Staff to make the Sai Spurthi Institute of Technology, an Institute of Excellence in Technical Education through continual improvement.

Organization Chart is given below.



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

Faculty and HoDs meet frequently in their respective departments to discuss about important academic matters, Teaching-Learning Process, Lesson Plans, Online Classes & Offline Classes, Course Plans, Laboratory Manuals, Course Material, Tutorial Classes, Home Assignments, Project, Seminars, Workshops, Examination for Students, Seminars by Faculty Members, Guest Lectures, Quizzes, Educational, Analysis of the Examination Results and Remedial Classes, Industrial visit, R& D Activities, Training and Placement of students

Faculty and students meet every 15 days in Class Review Committee Meetings.

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

• **Functions of the Chairman/Secretary, Members:**

The following are the major functions.

- Monitoring the administrative functioning of the College
- Sanctioning approval of estimates & expenditure and release of funds for amounts beyond the financial powers vested with the Principal
- Providing the financial support as per the needs of the institute
- Appointments of both teaching and non-teaching staff based on the recommendations of College Selection Committee, University Committee etc.
- Approval the budget as per the recommendations of College Academic Committee.
- Providing infrastructure, facilities for all academic activities

• **Delegation of Administrative and Financial Powers:**

- Principal is the academican as well as the administrative head of the institution. On academic matters, he is, in general guided by the rules and regulations as per the norms laid down by the AICTE and PTU University and the College Academic Committee. In addition, she is assisted by the Heads of the Departments, the Academic & Examinations Branch, besides the various committees listed below:
 - Counselors Committee
 - Anti Ragging Committee
 - Anti Ragging Squad
 - SC St welfare committe
 - Grievances' Redressal Committee
 - Discipline Committee

• **Service Rules:**

- The formal service rules are in operation to regulate the working and

service conditions including leave rules, etc.

- **Recruitment of teaching and non-teaching staff:**

As per AICTE/Punjab Govt and Punjab Technical University Guidelines

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

- **Student Feedback:**

- Feedback from all students, parents and other stake holders is being taken for improvement in academic process. Suggestions from well as passed out earlier (Alumni) is being taken to ascertain their views for college development, viz., infrastructure & laboratory support, teaching-learning process, value added programmes conducted by college, guidance to their juniors, etc.

- **On Faculty performance**

- Feedback in a structured form is obtained from all the students twice in a year to evaluate teaching-learning process in respect of the subjects taught by each faculty.
- Each parameter is quantified and rated a 5-point rating scale. After compilation, the summary of the feedback showing their rating against each parameter and the overall rating against the 'set threshold level' is communicated through the Head of the Department to the respective faculty to strive for improvement in the areas rated below threshold level.

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

- **For Faculty & Staff:**

- In order to provide a mechanism for speedy redressal of genuine grievances of faculty and staff, this College has a 'Grievances Redressal Committee', counselor/ advisory committee, SC-ST welfare Committee, anti-ragging, anti squad, etc. constituted.

- **For Students:**

- Principal/ HODs of departments deals with all matters concerning student affairs, disciplines, academics, bus and canteen amenities, emergency medical needs, anti-ragging measures, induction programme, etc.
- Each student is kept under the care of one faculty member known as 'Group Advisor' who will monitor their wards' punctuality and regularity of attendance, their academic progress, arrange tutorials for the students lagging behind in academics, encourage them to avail the lab and library facilities to the fullest extent and guide them on the new technology in their fields, etc.

- The group advisor also interact with the parents of their wards periodically and bring to their notice regarding the absenteeism and low academic performance of their children to enable them to take corrective measures.
- HODs reviews the progress of the Proctor-Student meetings and gives direction and guidelines to the Proctors from time to time.
- Suggestion Boxes are kept in the campus to encourage students to suggest measures requiring attention of the college authorities in respect of matters concerning academic and student amenities.

V. PROGRAMMES

❖ Name of the Programmes approved by the AICTE

S. No.	Course(s)
1.	BTech Computer Science and Engineering
2.	BTech Mechanical Engineering
3.	BTech Electronics and Communication Engineering
4.	BTech Civil Engineering
5.	MTech Civil Engineering
6.	MTech CSE
7.	MTech ECE
8.	Master of Business Administration (MBA)
9.	Diploma in Civil Engineerig
10.	Diploma in Mechanical Engineering

❖ Name of the Programmes accredited by the AICTE

- Eligible, To be Applied

❖ Name of the Courses & approved intake in each course

Name of Branch	BTECH CSE	BTECH Civil Engg	BTECH ECE	BTECH ME	DIPLOMA MECH	DIPLOMA CE
Number of seats	90	90	30	90	60	60
Duration	4 years	4 years	4 years	4 years	3 years	3 years
PG MTech CSE, CE, ECE	18 intake in each					
PG MBA	60					
Cut off mark/rank for admission during the last three years	As per the regulations of the Govt of Punjab/Punjab Technical University					

State Government Rules

- **Fee**
 - **AS PER AP STATE GOVERNMENT/Punjab Technical University RULES**
 - **Placement Facilities**
 - The college has a training and placement cell to which students of the final year are advised to register. Campus Placements drives are organized for students from 3rd year onwards. All the registered students are given training in soft skills and their resumes are forwarded to the various companies for jobs.
 - **Average placement of the campus is more than 80% per year for all eligible students in leading Govt/MNC/Pvt/Public sector companies**
- ❖ 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:
- Details of the Foreign Institution/University:**
- Name of the University/Institution
 - Address
 - Website
 - Is the Institution/University Accredited in its Home Country
 - Ranking of the Institution/University in the Home Country
 - Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country.
 - Nature of Collaboration
 - Conditions of Collaboration
 - Complete details of payment a student has to make to get the full benefit of collaboration.
- ❖ For each Collaborative/affiliated Programme give the following: NIL
(Details under this category are not applicable).
- Programme Focus
 - Number of seats
 - Admission Procedure
 - Fee
 - Placement Facility
 - Placement Records for last three years with minimum salary,

VI. FACULTY

- **Number of Faculty Members – 101 (Well Qualified, Experienced faculty as per AICTE/IKGPTU/Punjab Government guidelines)**

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

Name : **DR. Hardeep Singh Saini**

Date of Birth : 15th November 1975

Qualification, Experience : PhD with 23 years of experience in Teaching, Administration and Research

VIII. FEE

As per Punjab Government/ Punjab technical university guidelines

❖ Time schedule for payment of fee for the entire programme

Semeter fee payable as per schedule with pre-intimation

❖ No. of scholarships offered by the Institute, duration and amount

- The college is extending Financial Assistance Scheme to the students hailing from economically weaker sections, SC/ST, Defence, Single Girl Child etc. to better their academic performance



Criteria for fee waivers/scholarship

- SC/ST Scholarship holders who don't receive fee reimbursement from Social Welfare Department due to readmission (after detention) are given 80% fee waiver.
- Fee waiver in full or partially given to the economically indigent students basing on performance in studies, etc.

❖ Estimated cost of boarding and Lodging in Hostels.

- FOR BOYS-32,000 Per Semester
- FOR GIRLS-32,000 Per Semester

X. ADMISSION PROCEDURE:

As per Punjab Government/Punjab Technical university guidelines

XI. CRITERIA AND WIGHTAGES FOR ADMISSION

- ❖ Describe each criteria with its respective weightages i.e., Admission Test, Marks in qualifying examination, etc.
- ❖ Mention the minimum level of acceptance, if any.
- ❖ Mention the cut-off levels of percentage & percentile scores of the candidates in the admission test for the last three years
- ❖ Display marks scored in Test etc., and in aggregate for all candidates who were admitted.

COMPUTING FACILITIES:

- Number and Configuration of Systems – 450
- Major software packages available - **30 Application softwares**
- Legal System Software – **4**

Whether the computer facilities are suitable for the existing programme			<input checked="" type="checkbox"/>
No			<input type="checkbox"/>

WORKSHOP: AVAILABLE , ADDITIONAL WORKSHOPS – AVAILABLE

- **List of facilities available.**
 - Games and Sports Facilities YES
 - Extra Curriculum Activities YES
 - Soft Skill Development Facilities YES
 - Language Laboratory Yes
 - Gym – yes
 - ATM – Yes
 - Reprographic Facilities – Yes
 - Cafeteria – Yes
 - Medical Room - Yes
 - Boys and Girls Hostels – Yes
 - Shopping facilities – Yes
 - Wi-fi internet – Yes
 - Transport facility – Yes
 - ERP software – Yes
 - Computer Centre – Yes

Central Examination Facility

- Separate Exam centre and Exam Control office as per university guidelines

Teaching Learning process

- Central Examination Facility Available and Two Rooms were Exclusively Allotted for this purpose with all facilities like internet, fax, photo stat copiers etc. This Examination Cell is headed by Professor In-charge.

- **Curricula and syllabi for each of the programmes as approved by the University.**
 - As per PTU Curricula and syllabi

- **Teaching Load of each Faculty**

Professors	: 08 hrs per week
Associate Professors	: 12 hrs per week
Assistant Professors	: 16 hrs per week

- Internal Continuous Evaluation System and place
 - The Internal Examinations are conducted twice in every semester Ist & II

- Students' assessment of Faculty, System in place.
 - We adopt students Feedback system for every semester and also students counseling is adopted all through the year.

**Contact Person: Dr Hardeep Singh, Principal, Indo Global College
of Engineering, Website – www.igef.net (for more details)
Contact - 9988016668**