

# Mandatory Disclosure

**MANDATORY DISCLOSURE UPDATED ON:** JAN 4, 2017

**PERMANENT AICTE ID:** 1-14601229

**AICTE FILE NO.:** CURRENT APPLICATION ID: 1-3323353208

**Date & period of approval:** Applied for 2017-18

## NAME OF THE INSTITUTION (PROPOSED)

<b>Name</b>	The Shirpur Education Society's, R. C. Patel Institute of Technology, Shirpur	
<b>Address</b>	Nimzari Naka, Shahada Road	
<b>Village</b>	Shirpur	
<b>Taluka</b>	Shirpur	
<b>District</b>	Dhule	
<b>Pin Code</b>	425 405	
<b>State</b>	Maharashtra	
<b>STD Code</b>	02563	<b>Phone No:</b> 259600, 259801, 259802
<b>Fax No.</b>	259801	<b>E-Mail:</b> principal@rcpit.ac.in registrar@rcpit.ac.in
<b>Web site</b>	www.rcpit.ac.in	

Office Hours: 7.30am to 5.30pm

Academic Hours: Shift I- 7am to 3.00pm  
Shift II - 1pm to 7.30pm

Type of Institution: Category 1: Private, Self-Financing  
Category 2: Minority- Gujrathi Linguistics  
Category 3: Co-education

Name of Organization: The Shirpur Education Society, Shirpur

Address of Organization: Subhash Colony, Opposite to Telephone Exchange Building, Shirpur-425405, Dist: Dhule (MS)

Registered with: Charity Commissioner, Dhule under Bombay Trust Act 1950, Charity Commissioner, Mumbai, under Bombay Trust Act 1950

Registration date: First – E-288/Dhule, 24/10/1979,  
E-Mumbai/31303, Mumbai, 12/06/2015

Website: www.rcpit.ac.in

Name of affiliating University: Existing:- North Maharashtra University, Jalgaon  
New (Proposed): Dr. Babasaheb Technological University, Lonere

Website: www.nmu.ac.in

Latest Affiliation period 2016-17

### Name of the Affiliating University

<b>Name</b>	North Maharashtra University, Jalgaon		
<b>Address</b>	Umavinagar, Jalgaon, Dist: Jalgaon		
<b>Pin Code</b>	425 001		
<b>STD Code</b>	0257	<b>STD Code</b>	0257
<b>Fax No.</b>	2258406	<b>Fax No.</b>	2258406

### NAME & ADDRESS OF THE PRINCIPAL

Name	<b>Prof. Dr. J. B. Patil</b>				
Designation	<b>Principal</b>	Qualification & Experience	Highest Degree	Specialization	Total Experience
			Ph.D., M.Tech	Computer	20 yrs
STD Code	<b>02563</b>	Phone No. (O) 259600	Fax No.	<b>259801</b>	
STD Code	<b>02563</b>	Phone No. (R)	<b>Fax No.</b>		
E-Mail	<b>principal@rcpit.ac.in</b>	Mobile No.	9923466699		

## Governing Body Members

### ❖ Members of the Board and their brief background

Following is list of members of Governing Body for R. C. Patel Institute of Technology, Shirpur as per Appendix 18 of AICTE Approval Process handbook 2017-18.

SN	Name of Member	Particulars	Nominee appointed by	Details
1	Shri. Amrishbhai R. Patel	Chairman	Nominated by Society	Entrepreneur & Industrialist
2	Shri. Bhupeshbhai R. Patel	Member	Nominated by Society	Entrepreneur & Industrialist
3	Shri. Rajgopal Bhandari	Member	Nominated by Society	Entrepreneur & Industrialist
4	Prin. Dr. K. B. Patil (Former VC, NMU, Jalgaon)	Member	Nominated by Society	Educationalist
5	Shri. Yogesh Bhandari	Member	Nominated by Society	Entrepreneur & Industrialist
6	Regional Officer, Western regional Office, AICTE, Mumbai	Member	Nominee of AICTE	Regional Officer, AICTE
7	An Industrialist / Technologist / Educationalist from the Region	Member	Nominated by the Regional Committee	An Industrialist / Technologist / Educationalist
8	Joint Director, Regional Office, Directorate of Technical Education, Nashik	Member	Nominee of State Government	Joint Director, regional Office, DTE, Nashik
9	Nominee of State Govt.	Member	Nominee of State Government	An Industrialist
10	Dr. B. V. Pawar	Member	Nominee of the Affiliating Body	North Maharashtra University
11	Principal of R. C. Patel Institute of Technology	Member-Secretary	Nominated by Society	Principal
12	Faculty of R. C. Patel Institute of Technology	Member	Nominated by Society	Two Faculty at level 1) Professor 2) Associate Professor

Date of Last meeting:: Jan 2, 2017

## Members of Academic Advisory Body

S.N.	Name	
1	Shri. Amrishbhai R. Patel	President
2	Shri. Bhupeshbhai R. Patel	Managing Director
3	Shri Rajgopal C. Bhandari	Chairman
4	Prin. Dr. K. B. Patil	Director
4	Principal of R. C. Patel Institute of Technology	Principal
5	HOD of R. C. Patel Institute of Technology	HOD – Dept 1
6	HOD of R. C. Patel Institute of Technology	HOD – Dept 2
7	HOD of R. C. Patel Institute of Technology	HOD – Dept 3
8	HOD of R. C. Patel Institute of Technology	HOD – Dept 4
9	HOD of R. C. Patel Institute of Technology	HOD – Dept 5
10	HOD of R. C. Patel Institute of Technology	HOD – Dept 6
11	Registrar	

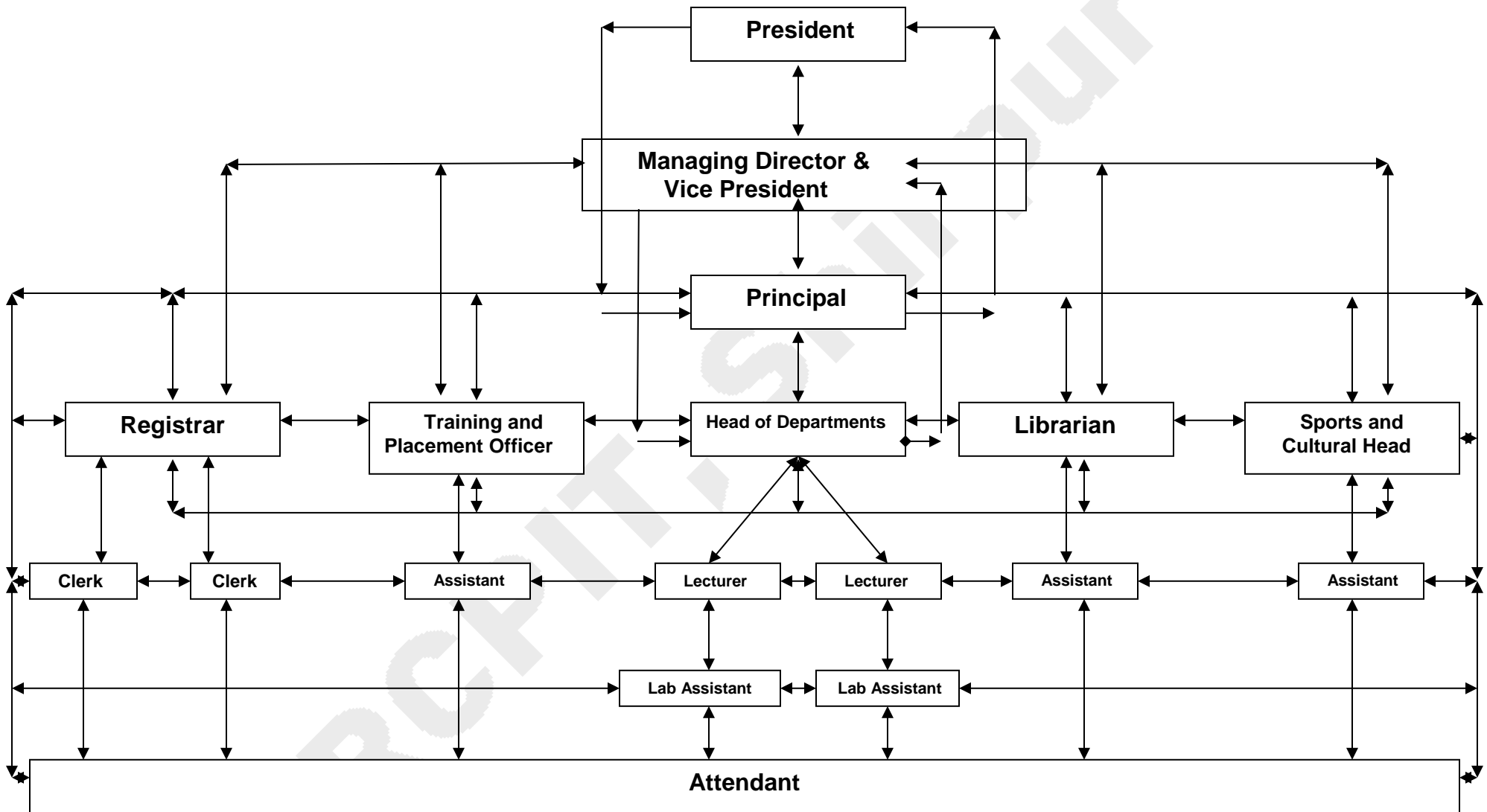
Date of Last meeting: Feb 28, 2016

## Frequency of the Board Meetings and Academic Advisory Body

S.N	Body	Frequency of Meetings
1	Governing Body	2 times in a year
2	Academic Advisory Body	6 times in a year (two times in a semester)

RCPIIT, Shirpur

❖ Organizational chart and processes



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

Faculty and students will be involved in department of good academic activities by forming various committees

1. Allocation of class teacher and local guardian (Teacher Student 1:15)
2. Extra coaching classes for weaker students by senior faculty (If required)
3. Special classes for top 10 students
4. Involvement in various activities like soft skills development, technical skill development, sports, cultural, paper presentation contests, any social activity by forming a committee with head as a teacher and members as a student.
5. Staff performance will be measured and improved by the student's feedback and their suggestions.
6. Student's performance will be measured by the teacher by conducting various tests and the suggestions given by the teacher.
7. Training course for the students will be conducted according to the demand received from the students.

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

Frequently academic activities, Finance Budget/utilization, staff performance, students performance, Grievances will be discussed by Governing body and remedial actions will be taken.

## **Philosophy of Governance**

**Introduction:-** The management of RCPP believes in implementing fair and transparent management policies. It believes in taking all of the members into confidence before implementation of process and plans. Issues are discussed and agendas are placed during the Annual General Body meeting. It is made sure that any major decision enjoys the full unanimous support of the members without any conflict of ideologies or interests whatsoever.

Best practices and methodologies implemented in successful organizations are observed and discussed to find out its viability in the local environment with respect to RCPP.

A significant amount of emphasis is laid on bottom up communication where a considerable amount of feedback is obtained from the lower tiers of hierarchy and policies finalized for further action.

Although the duties and functions have been defined for each level of management and for each member within a particular level, provision is still made for a certain amount of autonomy. A member can exercise this power during exceptional

circumstances in the larger interest of the organization. Such decisions are often appreciated by others in the hierarchy.

**Participation:-** Participation by both men and women is a key cornerstone of good governance. Participation could be either direct or through middle level management members. Management ensures that the participation is informed and organized. This implies freedom of association and expression on the one hand and an organized system on the other hand.

**Rule of law:-** Policies are implemented in view of legal frameworks which are enforced impartially. Full protection of human rights, particularly those of minorities are taken care of.

**Transparency:-** Fair amount of Transparency is maintained in all the decisions taken and their enforcement are done in a manner that follows rules and regulations. Information is freely available and directly accessible to those who will be affected by such decisions and their enforcement.

**Responsiveness:-** All the processes and decisions reach all those are involved in the system, within a reasonable timeframe.

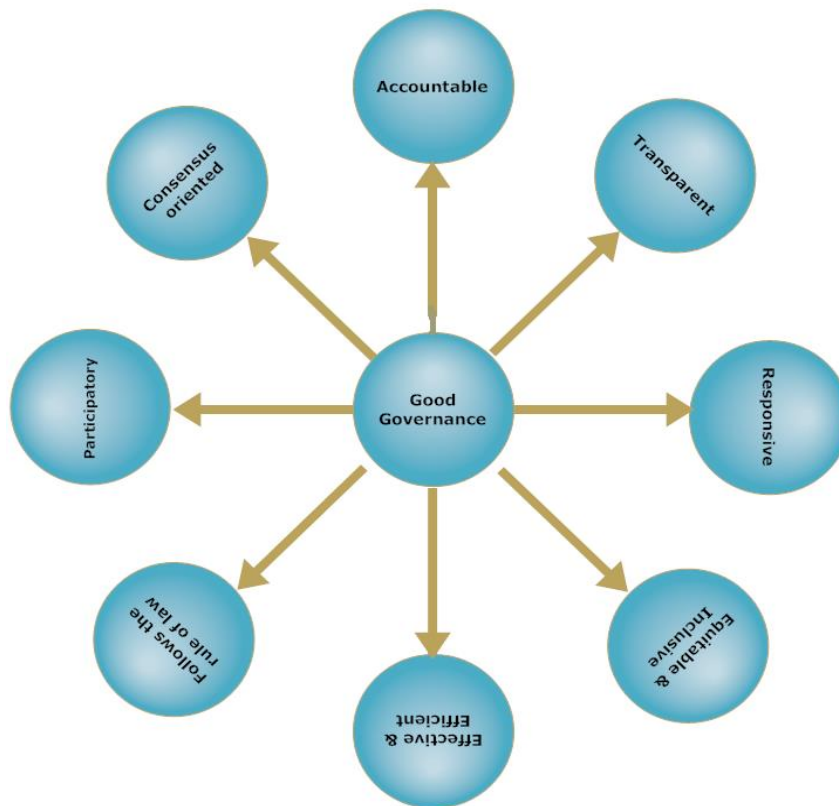
**Consensus oriented:-** Conflicts in ideologies and interests are sorted out through mediation to reach a broad consensus in the larger interest of the organization and community.

**Equity and inclusiveness:-** The management imparts a sense of security and wellbeing to all of its members, faculty and students so that they do not feel excluded from the mainstream of organization. This is achieved by providing all groups, the opportunities to improve or maintain their well being.

**Effectiveness and efficiency:-** Management ensures that the processes and institution produce results that meet the needs of industry and society while making the best use of resources at their disposal. This includes sustainable use of natural, human and financial resources and the protection of the environment.



## Philosophy of Good Governance



**Accountability:-** All the members of the governing body are made accountable for the consequences of the decisions taken. Accountability is a key characteristic of the management governance. An adverse consequence arising out of an individual decision is seen as a collective responsibility if the decision was taken in the larger interest of the organization.

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

**R. C. PATEL INSTITUTE OF TECHNOLOGY, SHIRPUR** (DEPARTMENT \_\_\_\_\_)

The objective of this form is to obtain feedback from students in order to assist the faculty to diagnose the shortfalls so as to make the process of Teaching-Learning more effective.

Against every item of response, a box is provided to fill the appropriate marks out of 5, where 5 stands for best and 1 stands for poor.

### EVALUATION OF TEACHERS BY STUDENTS

Course \_\_\_\_\_ Name of Faculty \_\_\_\_\_ Date of Feedback \_\_\_\_\_

Your Rank in Class – Among top 25%  Among top 50%  Others

SR. NO.	Item of Response	Marks (Out of 5)
1	Teacher comes to class on time	
2	Teacher is well prepared	
3	Aims and objective made clear	
4	Subject matter organized in a logical sequence	
5	Command over English	
6	Class management	
7	Completion of syllabus	
8	Depth of coverage	
9	Explanation power	
10	Notes and dictation are clear and effective	
11	Did you feel encouraged to ask questions	
12	Did the process make you think?	
13	Did you feel motivated to learn more	
14	Teacher offers assistance and counseling as and when needed by you	
15	Does the teacher answer the questions raised by you to your expectation?	

**Any other comments :** \_\_\_\_\_

# QUESTIONNAIRE FOR SSESSMENT

# Feedback

Note: Please tick as  in front of your appropriate choice/feelings (mark once)

Gender		Male			Female	
BE aggregate % (Tick any one)						
%	<b>100-85</b>	<b>84-74</b>	<b>73-64</b>	<b>63-55</b>	<b>54-47</b>	<b>46-40</b>
Grade	<b>A+</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>[A] Teaching Learning (in terms of learning support and academic)</b>		Excellent	Good	Average	Fair	Poor
Credit System						
Utilization of Teaching Aids						
Conference and Workshop Conducted						
Library Facility (Books and journals available)						
Internet and Wi-fi facility						
Guest Lectures conducted						
Industrial/Education/Field tour arranged						
Use of latest technology						
Innovative practices						
Faculty Support						
Syllabus and Course Contents						
Examination System						
Studios Environment						
Paper presentation/Project presentation Encouragement						
<b>[B] Infrastructure (in terms of comfort, aesthetic and use of latest technology)</b>		Excellent	Good	Average	Fair	Poor
Building						
Class Room Comfort with Audio-Visual facility						
Laboratory Equipment						
Sports						
Cultural						
Hostel						
Canteen						
Library						
Computer Lab / Center						
Sanitary						
<b>[C] College Promotional Activity</b>		Excellent	Good	Average	Fair	Poor
Website						

Social Media like facebook/twitter/Youtube/WhatsApp					
Print Media Advertisement/News					
Hoarding and Banners					
Brochure / booklets / Leaflets					
Education Fairs / Event Sponsorships					

<b>[D] Student's Support System</b>	Excellent	Good	Average	Fair	Poor
Local Guardian & Counselling system					
Soft Skill Training Courses					
Technical Training Courses					
Placement Assistance					
Higher Education Guidance					
Safety and Security					
Health care and Gym					
College Canteen and Mess/Food					
Hostel facility					
Hostel Canteen and Mess/Food					
Hostel Discipline and Environment					
Indoor and Outdoor game facility					
Cultural Activity					
Administrative/Office Support (in terms of time consumed for processing of your request)					
Department Support (in terms of time consumed for processing of your request)					
Library (in terms of Books / Journals available and time consumed for processing of your request)					
Scholarship/Freeship & Financial Aids support					
Student Reward and Award (appreciation)					
Anti-Ragging Environment (Ragging-Free)					
Bus Transportation					

<b>[E] Others</b>	Excellent	Good	Average	Fair	Poor
Brand Image & Management Reputation					
Campus overall Life and Culture					

<b>[F] What you achieved (gain)? (Rate your development in last 3 / 4 yrs, studying in Technical/Professional Education)</b>	Excellent	Good	Average	Fair	Poor
General Knowledge					
Technical Skills (Special Course/program)					
Soft Skills (English Proficiency, Communication, Aptitude, Body Language, behavioral style)					
Group/Friend Development					
Social & Humanity					

Leadership					
Self-Confidence Level					
Emotional Stability					
Pressure/Stress Handling ability					
Creativity / Idea Generation					
Ability to achieve Goals/Objectives					

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

Staff Grievance Committee	Students Grievance Committee
All Grievance dispute will be solved by Grievance committee for student/staff constitution of Grievance committee is as follow	
<ol style="list-style-type: none"> <li>1. Chairman</li> <li>2. Principal</li> <li>3. HODs</li> </ol>	<ol style="list-style-type: none"> <li>1. Principal</li> <li>2. Local Guardians (Staff)</li> <li>3. Students</li> </ol>

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