

# **MANDATORY DISCLOSURE**

**SHREE SAI INSTITUTE OF ENGG. & TECHNOLOGY,**  
Vill. Tamaspura, Distt. Jhajjar, (HARYANA)

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**I. NAME OF THE INSTITUTION**

**Shree Sai Institute of Engg. & Technology,**

Vill.Tamaspura, Tehsil & Distt. Jhajjar.

Phone No. 09354996108, 01251-217788, 210163

e-mail : ssietjhajjar@hry.nic.in

**II. NAME & ADDRESS OF THE DIRECTOR/PRINCIPAL**

SH. R.S. CHHIKARA

Shree Sai Institute of Engg. & Technology,

Vill.Tamaspura, Tehsil & Distt. Jhajjar.

Phone No. 09354996108

e-mail : ssietjhajjar@hry.nic.in

**III. NAME OF AFFILIATING UNIVERSITY**

State Board of Technical Education, Haryana, Chandigarh.

**IV. GOVERNANCE**

❖ Members of the Board and their brief background:

<b>Sl. No.</b>	<b>Name</b>	<b>Nature of Association with the Promoting Body</b>
1	Sh. V.K. Khatri	Chairman
2	Sh. R.S. Khatri	M.D.
3	Sh. R.P. Gulia	Administrator
4	Smt. Sunita Devi	Member
5	Sh. R.S. Chhikara	Member Secy.

❖ Members of Academic Advisory Body

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>
1.	Sh. V.K. Khatri	Chairman
2.	Sh. R.S. Khatri	M.D.
3.	Sh. R.P. Gulia	Administrator
4.	Smt. Sunita Devi	Member
5.	Smt. Nirmla Chhikara	Member
6.	Smt. Mukesh Malik	Member
7.	Smt. Rekha	Member
8.	Sh. Manoj Gulia	Member
9.	Sh. R.S. Chhikara	Member Secy.

❖ Frequency of the Board Meetings and Academic Advisory Body

**Meetings of the Governing Body and Academic Advisory Body are held two times in a year on semester basis.**

❖ Organizational chart and processes :

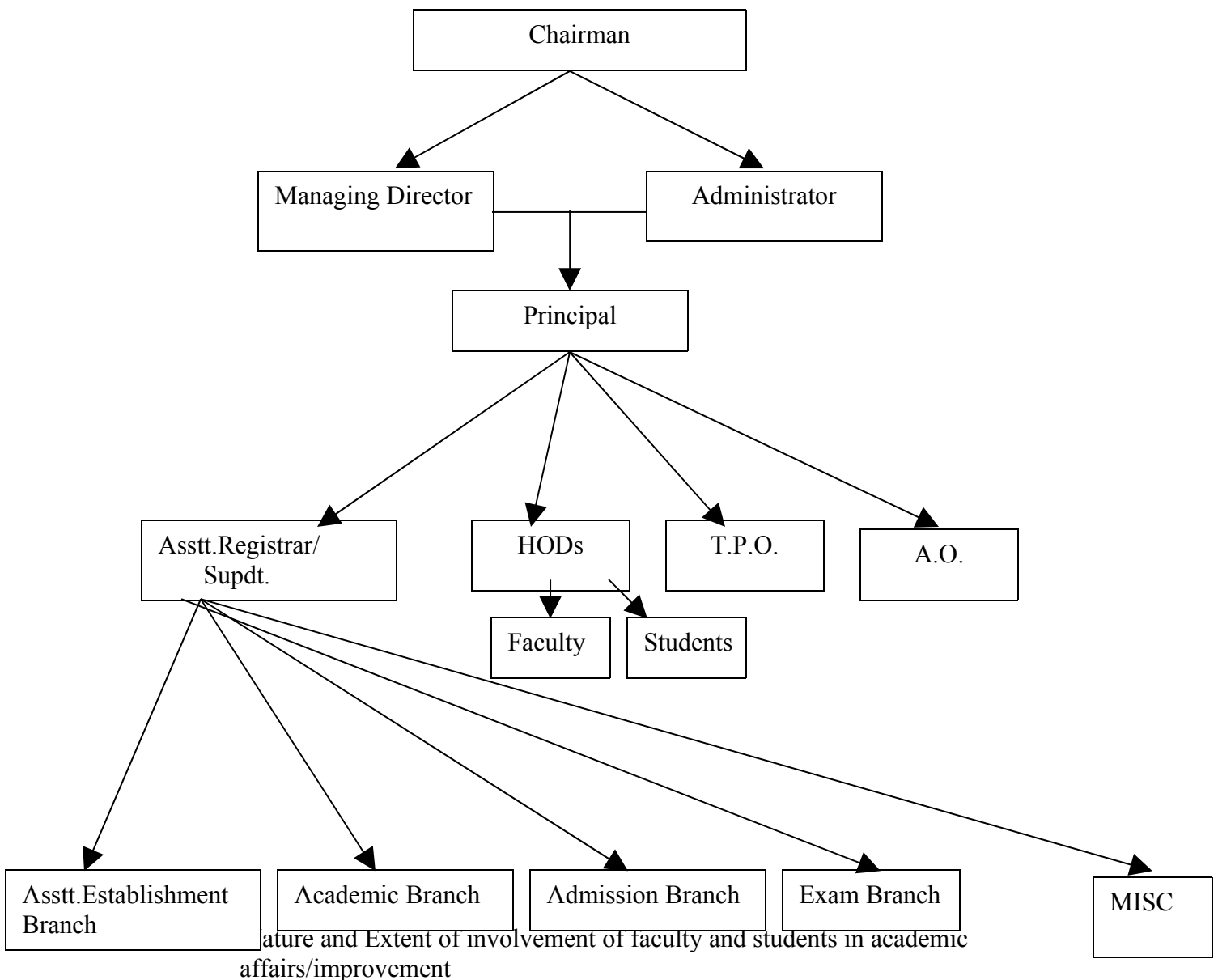
**SHREE SAI PROFESSIONAL & EDUCATION TRUST (REGD.) FOR CHARITABLE  
& EDUCATION PURPOSE**

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Vill. Tamaspura, Distt. Jhajjar, (HARYANA)

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**ORGANIZATIONAL STRUCTURE & CHART FOR DAY-TO-DAY OPERATIONS &  
MANAGEMENT**



**The Faculty and students take active part in the academic affairs and improvements/ development of the Institution.**

- ❖ Student Feedback on Institutional Governance/faculty performance

**Feedback from students is taken as per the Performa prescribed by the State Board of Technical, Haryana**

- ❖ Grievance redressed mechanism for faculty, staff and students

**Regular meetings are held between the Principal and the Staff to discuss problems faced by the staff. The problem of staff is immediately removed.**

## V. PROGRAMMES

- ❖ Name of the Programmes approved by the AICTE

- 1. Diploma in Computer Engg.**
- 2. Diploma in Electronics & Comm. Engg.**
- 3. Diploma in I.T.**
- 4. Diploma in Mechanical Engg.**

- ❖ Name of the Programmes accredited by the AICTE

**Not Accredited**

For each Programme the following details are to be given :

1.

- ❑ Name : **Computer Engg.**
- ❑ Number of seats : **60**
- ❑ Duration : **3 years**
- ❑ Cut off mark/rank for admission during the last years:

<b>Year</b>	<b>2008-09</b>	<b>2009-10</b>
<b>Cut of Rank</b>	81780	64624
<b>Cut of Marks</b>	51%	39%

- ❑ Fee: **Rs. 22,200/-P.A. per student**
- ❑ Placement Facilities : **Training & Placement Cell has been constituted.**

2.

- Name : **Electronics & Comm. Engg.**
- Number of seats : **60**
- Duration : **3 years**
- Cut off mark/rank for admission during the last years:

<b>Year</b>	<b>2008-09</b>	<b>2009-10</b>
<b>Cut of Rank</b>	28003	60160
<b>Cut of Marks</b>	56%	46%

- **Fee: Rs. 22,200/-P.A. per student**
- Placement Facilities : **Training & Placement Cell has been constituted.**

3.

- Name : **I.T. Engg.**
- Number of seats : **60**
- Duration : **3 years**
- Cut off mark/rank for admission during the last years:

<b>Year</b>	<b>2008-09</b>	<b>2009-10</b>
<b>Cut of Rank</b>	116779	68504
<b>Cut of Marks</b>	52.5	46%

- **Fee: Rs. 22,200/-P.A. per student**
- Placement Facilities : **Training & Placement Cell has been constituted.**

4.

- Name : **Mechanical Engg.**
- Number of seats : **60**
- Duration : **3 years**
- Cut off mark/rank for admission during the last years:

<b>Year</b>	<b>2008-09</b>	<b>2009-10</b>
<b>Cut of Rank</b>	29717	57328
<b>Cut of Marks</b>	52.4	33%

- **Fee: Rs. 22,200/-P.A. per student**
- Placement Facilities : **Training & Placement Cell has been**

**constituted.**

- ❖ 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: **NOT APPLICABLE**
  - 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 and Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for student 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 :
    - Programme Focus **NOT APPLICABLE**
    - Number of seats
    - Admission Procedure
    - Fee
    - Placement facility
    - Placement Records for last three years with minimum salary, maximum salary and average salary
  - ❖ Whether the Collaborative Programme is approved by AICTE ? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/Dated 16<sup>th</sup> May, 2005

**NOT APPLICABLE**

**VI. FACULTY**

- ❖ Number of faculty member : **27**
  - Permanent Faculty : **27**
  - Visiting Faculty : **As per requirement**
  - Adjunct faculty : **None**
  - Guest faculty : **As per requirement**
  
- ❖ Number of faculty employed and left during the last three years
  - Faculty employed : **List Attached.**
  - Faculty Left : **List Attached.**

**VII. PROFILE OF DIRECTOR/PRINCIPAL, FACULTY WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYEMENT AT THE INSTITUTE CONCERNED.**

**SHREE SAI INSTITUTE OF ENGG. & TECHNOLOGY,  
TAMASPURA (BARANI), JHAJJAR**

**List of Staff.**

<b>S.N.</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
01	Er. R.S. Chhikara	Principal	MIE (India) Elec.
02	Sh. Arvind Singh	Lect. Math.	M.Sc., M.Phil.
03	Sh. Amit Kumar	Lect. Chem.	M. Sc.
04	Sh. Varshpati Nandan	Lect. C.S.	M.A., Dip. in Comp. Engg.
05	Sh. Jintendra Singh	Lect. Physics	M. Sc.
06	Sh. Ashok Kumar	Lect. ECE	B.E. Electronics
07	Miss Gagan Preet	Lect. ECE	B.Tech.
08	Sh. Kushwant Prasad	Lect. ECE	B.E. (ECE)
09	Sh. Kuldeep Singh	Lect. ECE	B.Tech.
10	Sh. Joni Birla	Lect. Comp. & I.T.	B.Tech.(Hons.)
11	Miss Inderjeet Kaur	Lect. Comp. & I.T.	M.C.A.
12	Mrs. Saroj	Lect. Comp. & I.T.	M.C.A.
13	Sh. Arun Kumar	Lect. Comp. & I.T.	B. Tech.
14	Sh. Manjeet Singh	Lect. Comp. & I.T.	M.C.A.
15	Sh. Sandeep	Lect. Comp. & I.T.	M.C.A.
16	Sh. Ravi Ranjan Kr.	Lect. Mech. Engg.	B. Tech.
17	Sh. Subhash Kumar	Lect. Mech. Engg.	B. Tech.
18	Sh. Upendra Singh	Lect. Mech. Engg.	B. Tech.
19	Sh. Bharat Bhushan	Inst. E.D.	Diploma in production
20	Sh. Amit Sansanwal	Demonst. in Comp. & I.T.	B.C.A.

## VIII FEE

- ❖ Detail of fee, as approved by State fee Committee, for the Institution.  
**Tuition Fees: Rs. 15000/- P.A.**  
**Student Fund: Rs. 1200/- P.A.**  
**Development Fund : Rs. 5000/- P.A.**  
**Caution Money : Rs. 1500/- P.A.**
  
- ❖ Time schedule for payment of fee for the entire programme.  
**In April/May and Nov./Dec. every year, semester wise**
  
- ❖ No. of Fee waivers granted with amount and name of students.  
**No Fee Waivers**
  
- ❖ Number of scholarship offered by the institute, duration and amount  
**No Scholarship is offered**
  
- ❖ Criteria for fee waivers/scholarship.  
**N.A.**

## IX. ADMISSION

- ❖ Number of seats sanctioned with the year of approval.

**240 seats (Approved in 2006-07)**

- ❖ Number of students admitted under various categories each year in the last year.

SN	Courses	1 <sup>st</sup> Year of approval by AICTE (give approval ref. no. & date)	2006-07 Sectioned intake	2006-07 Actual Admissions	2008-09 Sectioned intake	2008-09 Actual Admissions
01	Computer Engg.	2006	60	66	60	42
02	Electronics & Comm. Engg.	2006	60	66	60	46
03	Information Technology	2006	60	66	60	31
04	Mechanical Engg.	2006	60	66	60	54

## X. ADMISSION PROCEDURE

- ❖ Mention the admission test being followed, name and address of the Test Agency and its URL (Website).

**D.E.T. Exam. conducted by Haryana State Counseling Society.**

**[www.techedu.hry.nic.in](http://www.techedu.hry.nic.in) & [www.haryana.nic.in](http://www.haryana.nic.in)**

- ❖ Number of seats allotted to different Test Qualified candidates separately [AIEEE/CET(State conducted test/University test)/Association conducted test]

**All seats are allotted through state conducted test.**

- ❖ Calendar for admission against management/vacant seats :

**As per schedule of State Counseling Board**

- Last date for request for application :
- Last date for submission of application:
- Dates for announcing final results:
- Release of admission list (main list and waiting list should be announced on the same day) :

- Date for acceptance by the candidate:
- Last Date for closing of admission. :
- Seating of the Academic Session :

**(As per dates announced by DTE)**

- The Policy of refund of the fee, in case of withdrawal, should be clearly notified:  
**As per Policy decided by State Board Technical Education, Haryana.**

## **XI. CRITERIA AND WIGHTAGES FOR ADMISSION**

- ❖ Describe each criteria with its respective weight ages i.e. Admission Test, marks in qualifying examination etc.

**First among the Rank Holder of DET and Second on the Merit of qualifying exam.**

- ❖ Mention the minimum level of acceptance, if any.

**The candidate must have passed Matric or equivalent examination with the subject of English, Mathematics and Science as compulsory subject from Haryana Board of School Education any other recognized Board/University. In addition, he must also have passed English, Mathematics and Science separately.**

- ❖ Mention the cut-off levels of percentage & scores of the candidates in the admission test for the last years.

<b>Year</b>	<b>2008-09</b>	<b>2009-10</b>
Cut of Rank	116779	68504
Cut of Marks	52.4%	46%

- ❖ Display marks scored in Test etc. and in aggregate for all candidates who were admitted. : **We follow counseling mode of admission notified by S.B.T.E.**

**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 XII-XV.

## **XII. APPLICATION FORM**

- ❖ Downloadable application form with online submission possibilities.

[www.techeduhry.nic.in](http://www.techeduhry.nic.in)

LIST OF APPLICANTS

N.A.

- ❖ 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.

## **XIII. RESULTS :**

N.A.

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

**XIV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES  
AVAILABLE LIBRARY:**

➤ Number of Library books/Titles/Journals available (Programme-wise).

I- (a) Name of Course : **Electronics & Comm. Engg.**

(b) No of Titles : 70

(c) General Subscribed : 02

II (a) Name of Course : **Computer Engg.**

(b) No of Titles : 50

(c) General Subscribed : 01

III (a) Name of Course : **Mechanical Engg.**

(b) No of Titles : 100

(c) General Subscribed : 01

IV (a) Name of Course : **Information Technology**

(b) No of Titles : 80

(c) General Subscribed : 02

➤ List of online National/International Journals subscribed. **NIL**

➤ E-Library facilities. **NIL**

**XV. LABORATORY:** For each Laboratory

➤ List of Major Equipment/Facilities **Attached**

➤ List of Experimental Setup **Attached**

➤ COMPUTING FACILITIES:

➤ Number and Configuration of System : **P4-47, Dual core-05**

➤ Total number of systems connected by LAN/WAN : **55+20=70**

➤ Internet bandwidth : **512 Kbps/24 Hrs.**

➤ Major software packages available : **Windows XP, Windows 98, Foxpro, C, C++, Ms-office, Java & HTML, Corel, VB, Linux, Javascript, Acrobat, Norton, Macafée, Oracle, DOS** etc.

➤ Special purpose facilities available : **CD-writer, Scanner, Printer, etc.**

**XVIII. WORKSHOP:**

- List of facilities available **All the required facilities are available**
- Game and Sports Facilities **Sports complex with all the facilities available.**
- Extra Curriculum Activities **Students participate in various inter and intra college competitions.**
- Soft Skill Development Facilities **Personality development classes on regular intervals.**
- Number of Classrooms and size of each: **Class Room-14,Size-66sqm each**
- Number of Tutorial rooms and size of each: **Tutorial Room-6,size-36sqm each**
- Number of laboratories and size of each: **Laboratories-as per norms, Size-75sqm each**
- Number of drawing halls and size of each: **Drawing Halls-1, Size-175sqm each**
- Number of Computer Centers with capacity of each: **Computer Centers-02, Capacity-30each+ 1 Server**
- Central Examination Facility, Number of rooms and capacity of each. **20 Rooms of 80 seating capacity each are available.**
- Teaching Learning process :

**As per the prescribed syllabus. Total lectures are organized into lesson plan and the lesson plan is followed.**

- Curricular and syllabi for each of the programmes as approved by the University.
- Academic Calendar of the University **Attached**
- Academic Time Table **Attached**
- Teaching Load of each faculty **39 hrs.**
- Internal Continuous Evaluation System and place. **Yes**
- Student's assessment of Faculty, System in place. **Yes**

**FOR EACH POST GRADUATE PROGRAMME GIVE THE FOLLOWING:**

- I. Title of the programme **NOT APPLICABLE**
- II. Curricula and Syllabi **NOT APPLICABLE**
- III. Faculty Profile **NOT APPLICABLE**
- IV.

S.No.	NAME	DESIGNATION	SUBJECT TEACHING
1.	<b>N.A.</b>		
2.			
3.			

- Brief profile of each faculty.
- Laboratory facilities exclusive to the PG Programme

**SPECIAL PURPOSE: NOT APPLICABLE**

- Software, all design tools in case
- Academic Calendar and frame work
- Research focus
- List of typical research projects
- Industry Linkage
- Publications (if any) out of research in last three years

out of masters projects

- Placement status
- Admission procedure
- Fee Structure
- Hostel Facilities
- Contact address of co-ordinator of the PG programme

Name: *N.A.*

Address: *N.A.*

Telephone: *N.A.*

E-Mail : *N.A.*

**Note :**        **Suppression and/or misrepresentation of information would attract appropriate penal action.**