ASIAN SCHOOL OF TECHNOLOGY, KHORDHA
Mandatory Disclosure

Name of the Institution	ASIAN SCHOOL OF TECHNOLOGY
Address of the Institution	At- Bantala, Po- Muktapur, Ps/Dist- Khordha
City & Pin code	Khordha- 752057
State/UT	Odisha
Phone number with STD code	0674-2556560
Fax number with STD code	0674-2556008
Email	purusottam_ast@yahoo.in
Website	www.astodisha.edu.in

1. Name and address of the Trust/ Society/ Company and the Trustees

Name of the trust running the Institution	PURUSOTTAM EDUCATIONAL RESEARCH AND CHARITABLE TRUST
Address of the organization	Plot No. N5/66, IRC Village Nayapalli, Bhubaneswar-15, Odisha, Pin- 751015
Phone number with STD code	0674-2556560
Email	purusottam_ast@yahoo.in

2. Name and Address of the Principal

Name of Principal	Narendra Kumar Nayak
Address	Asian School of Technology, Bantala, Muktapur, Khordha, Pin-752057, Odisha
Phone number with STD code	0674-2556560
Mobile	9583009617
Email	purusottam_ast@yahoo.in

3. Name of the affiliating Council

Name of the affiliating Council	State Council for Technical Education & Vocational Training
Address	Unit-8, Near Raj Bhawan, Bhubaneswar, Odisha 751012
Website	www.sctevtodisha.nic.in
Latest affiliation period	2023-24

- **Board of Governor**

  Members of the Board and their brief background

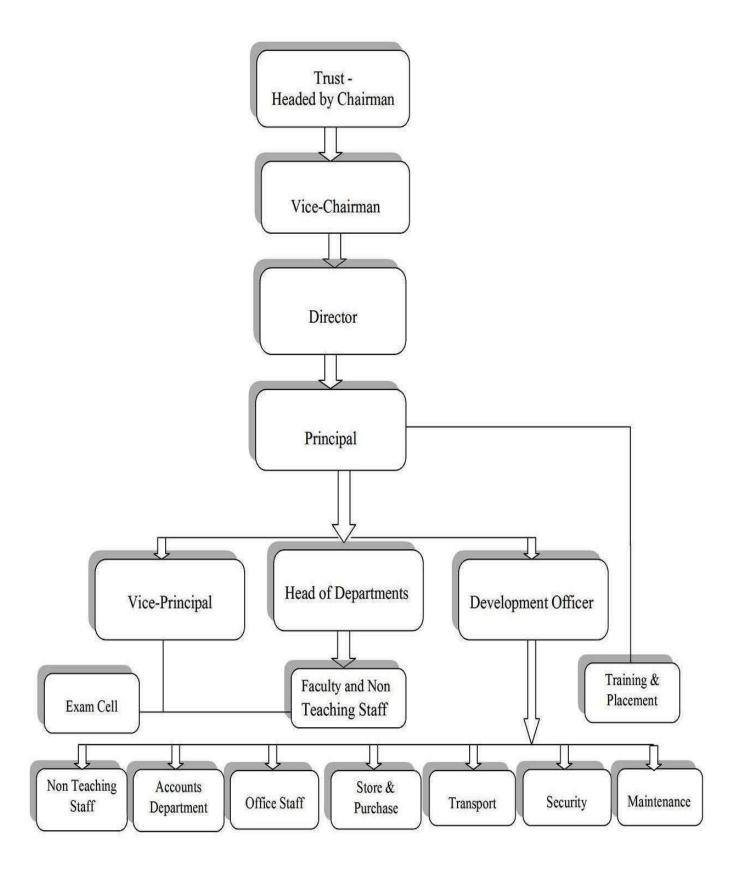| Mr. Jitana Kumar Sahoo	Chairman	Educationist
Mrs. Nayanabala Sahoo	Vice Chairman-cum-Secretary	Educationist
Mr. Santosh Kumar Sahoo	Trustee – Member	Educationist

- Members of Academic Advisory Body

Mr. Narendra Kumar Nayak	Convenor
Dr. Swadesh Kumar Das	Advisor
Mr. Asit Kumar Behera	Academician

- Frequency of the Board Meeting and Academic Advisory Body

Board of Governors	2
Academic Council meeting	4

• Organizational chart and processes:

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                    │      Trust -        │
                    │ Headed by Chairman  │
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                    │    Vice-Chairman    │
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                    │      Director       │
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                    │      Principal      │──────────────────────┐
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    ┌─────────────┐  ┌──────────────────┐  ┌──────────────────┐  │
    │Vice-Principal│  │Head of Departments│  │Development Officer│  │
    └─────────────┘  └──────────────────┘  └──────────────────┘  │
                              │                                    ▼
    ┌──────────┐     ┌──────────────────┐              ┌──────────────┐
    │Exam Cell │     │ Faculty and Non  │              │  Training &  │
    └──────────┘     │  Teaching Staff  │              │  Placement   │
                     └──────────────────┘              └──────────────┘
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Non Teaching Staff	Accounts Department	Office Staff	Store & Purchase	Transport	Security	Maintenance

- Nature and Extent of involvement of Faculty and students in academic affairs/improvements

  - The Philosophy behind Faculty Student Involvement: The Institute has been concentrating in Education, Training & Research on Management studies. These are globally recognized as emergent areas of rapid growth in the next two decades.

  - At Asian School of Technology special emphasis has been placed on developing an environment highly conducive to building of a solid foundation of knowledge, personality development, confidence building, and pursuit of excellence, self-discipline and enhancement of creativity through motivation and drive. All Students are encouraged in multiple extracurricular areas.

  - **Concept of Faculty Involvement**: The faculty focuses on developing and strengthening systems thinking, problem solving, analysis, design, team work, communication skills and preparing students for life-long learning. The faculty uses innovative techniques, interactive lectures, guided case studies, regular lab assignments, project work and critical and creative thinking.

  - **Faculty Development Programme(s):** Asian School of Technology believes in continuous training and development of its staff and teachers. The faculty is both multi-skilled and field specialized.

  - **Interactive Sessions / Seminars / Lectures / Presentations** are frequently organized; both in house and by inviting eminent external speakers to improve the quality of knowledge and skills.

  - Students are encouraged to explore the environment through participation in professional / curricular / co-curricular activities outside the Institute.

  - **System of student mentoring** has been put in place. Feedback is analyzed at Departmental level as also during meetings of various forums to imbibe and include new and valid suggestions.

  - **Faculty** is encouraged for undertaking R&D projects and do research to upgrade their knowledge.

  - Faculty is supported through to attend conferences / presentations / seminars and submit the reports, which are shared in the department for mutual benefit and enhancement of knowledge.

- A system of student feedback on faculty and teaching is in place. The student feedback analysis is considered by the management and appropriate points implemented for further improvement.

- **Mechanism/ Norms and Procedure for democratic/ good Governance**

  - The management recognizes the need for decentralization for the growth of the institute and accords autonomy commensurate with the level of management. Principal and heads are given autonomy for efficient governance.

  - The roles and responsibilities of administrators / decision makers for various assigned jobs listed below clearly depict the delegation of authority, providing operational autonomy leading to a decentralized governance system.

- **Principal**
  - To implement and monitor the education system to cater to the institute's vision and mission.
- **R & D**
  - Monitors Research and Development activities in the institute

- **Development Officer**
  - Is responsible for supervision and management of all administrative and operational functions, to develop a strategic plan for the growth and image of the institute to initiate and monitor various student activities.

- **Head of the Department**
  - Is responsible for the academic and administrative functions of the department. In addition, Development Officer, Accounts Officer, Librarian, Workshop Superintendent take care of office related activities, finance related issues, library resources and workshop related activities. Other support functions are handled by the Admission-in-charge, College Examination Officer, Industry-Institute Interaction Cell Coordinator, Academic & Research Coordinator, NSS coordinator.
- **At the Department Level**:
  - Each department has coordinator who in consultation with the faculty teaching the subject, sets course objectives, prepares the teaching plan for the semester, conducts meeting with faculty regularly to monitor and review course completion and attainment of course outcomes.
  - Preparation of academic calendar based on time frame set by the Council for planning and organizing of activities is done by Time Table Co-Ordinator.

- **Student Feedback on Institutional Governance/ Faculty performance**
  Students are encouraged to give their comments/feedback on the institutional governance through e-mail: purusottam_ast@yahoo.in

- Principal maintains a separate confidential complain box for the same purpose.

- Grievance Redressal mechanism for Faculty, staff and students

  Grievances of Faculty and staff: These are redressed through normal channel of Administrative Officer ---> Principal. The decision of Principal is final.

  Students : -
  Through Class Teacher / HOD then to Administrative Officer in Non-academic matters and through respective Course Coordinators / Class Teachers ----> HODs ----> Principal regarding academic matters.

- **Establishment of Anti Ragging Committee**
  Anti-ragging committee, constituted by the Principal takes care with utmost sincerity that the campus is ragging free. Various notices, posters are published at various time to ensure our tag for ragging free campus. We are happy to declare that no case of ragging has been reported till date, since the establishment of the institution.

- **Establishment of Online Grievance Redressal Mechanism:**
  Yes, it is operative in the institution.

- **Establishment of Grievance-Redressal Committee in the Institution and Appointment of OMBUDSMAN by the Council**.
  Yes, the Principal, has appointed an OMBUDSMAN, who is heading the committee.

- **Establishment of Internal Complaint Committee (ICC):**
  Yes, an internal complaint committee is appointed by the Principal and is operating sincerely to redress the internal committee, if any.

- **Establishment of Committee for SC/ ST**:
  One dedicated committee for the welfare of the SC/ ST students is operative in the institution under the guidance of a senior professor. One welfare officer is the member convener of the committee. The committee ensures the welfare of the SC/ ST students in the institution.

  4. Programmes :

- Name of Programmes approved by AICTE: Engineering and Technology
- Status of Accreditation of the Courses: NA
  - Total number of Course: 5
- For each Program the following details are to be given:
  - Name: Diploma in Engineering
  - Number of seats: 390
  - Duration: 3 Years
  - Cut off marks/rank of admission during the last three years: 50% for General Students and 45% for SC & ST Students.
  - Fee: Rs.32,000/-
  - Placement Facilities: YES
  - Campus placement in last three years with minimum salary, maximum salary and average salary: NA

5. Profile of Principal/ Faculty

Teaching Staff :			
Name :	Narendra Kumar Nayak		
Designation:	Principal		
Department :	Electronics and Tele-Communication Engineering		
Date of Joining the Institute :	10.05.2009		
Qualifications :	M-Tech		
Total Experience :	Teaching :more than 15 years	Industry :NA	Research : NA
	No. of publications in national journal		NA
	No. of publications in national conference		NA
	No. of publications in international journal		NA
	No. of publications in international conference		NA
	Patents		NA
	No. of PG project guided		NA
	No. of Doctorate students guided		NA
	No. of books published		NA
	Professional Memberships		NA

Faculty ID	Name of the Faculty Member	Highest Qualification	Designation	Department	Date of Joining
1-2504099785	BISWAJIT TRIPATHY	M-Tech	SR LECTURER	ELECTRICAL ENGINEERING	03-01-2023
1-2504211227	SUBASH CHANDRA BALIARSINGH	MCA	HOD	COMPUTER SCIENCE AND ENGINEERING	22-09-2014
1-3357951085	RAJESH KUMAR JENA	M-Tech	HOD	ELECTRICAL ENGINEERING	22-11-2021
1-3368637913	RASHMIRANJAN SAHOO	M-TECH Pursuing PhD	HOD	CIVIL ENGINEERING	02-01-2017
1-3368638293	SWARNAPRABHA BRAHMA	B-Tech	LECTURER	CIVIL ENGINEERING	01-12-2016
1-3377409371	SANJIB ROUT	B-Tech	LECTURER	MECHANICAL ENGINEERING	01-11-2016
1-3377492904	SUVAM DAS	B-Tech	LECTURER	ELECTRICAL ENGINEERING	01-11-2016
1-3384599284	ASIT KUMAR BEHERA	B-Tech	LECTURER	MECHANICAL ENGINEERING	01-12-2016
1-3384640322	DIBYARANJAN NATH	B-Tech	LECTURER	MECHANICAL ENGINEERING	31-10-2016
1-3389623323	BIBHUTI DASH	B-Tech	LECTURER	CIVIL ENGINEERING	01-11-2016
1-3389644670	SITAKANTA MISHRA	MBA	LECTURER	ELECTRONICS & TELE-COMMUNICATION ENGINEERING	01-11-2016
1-3560080220	JHARANA MOHANTY	B-Tech	LECTURER	ELECTRONICS & TELE-COMMUNICATION ENGINEERING	31-10-2017
1-3678589143	BIBHU PRSAD DAS	B-Tech	LECTURER	ELECTRONICS & TELE-COMMUNICATION ENGINEERING	13-01-2018
1-3744994716	ANIL KUMAR LENKA	B-Tech	LECTURER	ELECTRICAL ENGINEERING	30-01-2018
1-4316996454	NITYANANDA BISWAL	MBA	SR. LECTURER	MECHANICAL ENGINEERING	01-08-2018
1-4349193404	RAJESH BEHERA	B-Tech	LECTURER	ELECTRICAL ENGINEERING	01-06-2018
1-4350099430	PRIYARANJAN PATTANAIK	M-Tech	HOD	MECHANICAL ENGINEERING	06-07-2018
1-4453111638	SUJIT RANJAN SWAIN	B-Tech	LECTURER	ELECTRICAL ENGINEERING	01-08-2018
1-4453144875	PANCHANAN BARIK	B-Tech	LECTURER	ELECTRICAL ENGINEERING	01-08-2018
1-4453258942	SIDHARTHA PARIDA	B-Tech	LECTURER	ELECTRICAL ENGINEERING	01-08-2018
1-4823782444	JYOTIRANJAN PAIKARAY	B-Tech	LECTURER	ELECTRICAL ENGINEERING	01-01-2019
1-4861042154	GOPABANDHU SWAIN	B-Tech	LECTURER	MECHANICAL ENGINEERING	09-10-2018
1-7417419510	ANIL PARIDA	B-Tech	LECTURER	ELECTRICAL ENGINEERING	19-10-2019
1-7417419772	RUTUPARNA RATH	B-Tech	LECTURER	MECHANICAL ENGINEERING	10-07-2019
1-7417420325	PRIYADARSANI DALAI	B-Tech	LECTURER	ELECTRICAL ENGINEERING	08-07-2019
1-9447392805	BIJAYALAXMI BASTIA	B-Tech	LECTURER	ELECTRICAL ENGINEERING	17-12-2020
1-9447393331	DEEPALI MOHANTY	B-Tech	LECTURER	MECHANICAL ENGINEERING	26-09-2016
1-9447518704	DURGA PRASAD DASH	B-Tech	LECTURER	ELECTRICAL ENGINEERING	02-12-2019
1-9447519053	PRIYANKA SWAIN	B-Tech	LECTURER	CIVIL ENGINEERING	02-07-2018
1-9447519106	RAJENDRA SINGH	B-Tech	LECTURER	MECHANICAL ENGINEERING	05-01-2021
1-9447519159	SUDHIR KUMAR MAHAPATRA	M-Tech	LECTURER	MECHANICAL ENGINEERING	16-07-2018
1-9447519212	SUNANDA MISHRA	M-Tech	LECTURER	CIVIL ENGINEERING	17-03-2021
1-9447519265	SWATISHREE LENKA	B-Tech	LECTURER	CIVIL ENGINEERING	11-01-2021

1-11068895771	PRADOSH KUMAR MOHAPATRA	B-Tech	LECTURER	ELECTRONICS & TELE-COMMUNICATION ENGINEERING	30-09-2021
1-11077659141	BIJAYA KUMAR DAS	B-Tech	LECTURER	CIVIL ENGINEERING	24-12-2021
1-11077659154	RAMESH CHANDRA BARAD	B-Tech	LECTURER	MECHANICAL ENGINEERING	01-10-2021
1-11077960951	PRASANTA KESHRI DALABEHERA	B-Tech	LECTURER	MECHANICAL ENGINEERING	10-02-2022
1-11112213821	JAYANTA PANDA	B-Tech	LECTURER	ELECTRICAL ENGINEERING	21-02-2022
1-11322895368	MAHESWAR JANI	B-Tech	LECTURER	MECHANICAL ENGINEERING	04-04-2022
1-473421575	SRIKANTA MALLIK	MSc	SR. LECTURER	ELECTRONICS & TELE-COMMUNICATION ENGINEERING	20-08-2009
1-473569599	NARENDRA KUMAR NAYAK	M-Tech	PRINCIPAL/DIRECTOR	ELECTRONICS & TELE-COMMUNICATION ENGINEERING	10-05-2009
1-43377744071	SUBHRADIPTA PATTANAIK	B-Tech	LECTURER	CIVIL ENGINEERING	21-11-2022
1-43377841091	BISHNUPRIYA JENA	B-Tech	LECTURER	CIVIL ENGINEERING	20-07-2022
1-43377964793	PRASANTA BISWAL	B-Tech	LECTURER	MECHANICAL ENGINEERING	28-11-2022
1-43378132173	PRASANNJIT SAHOO	B-Tech	LECTURER	MECHANICAL ENGINEERING	26-11-2022
1-43378385123	SANGRAM KESHARI NAYAK	M-Tech	LECTURER	ELECTRICAL ENGINEERING	23-11-2022
1-43379196291	SANDEEP KUMAR JETHY	M-Tech	LECTURER	COMPUTER SCIENCE AND ENGINEERING	03-04-2023
1-44015254941	DHANESWAR PANDA	B-Tech	LECTURER	COMPUTER SCIENCE AND ENGINEERING	15-01-2024
1-44016346136	AJIT KUMAR ROUT	B-Tech	LECTURER	CIVIL ENGINEERING	24-07-2023
1-44074927485	ARUNA SATAPATHY	B-Tech	LECTURER	ELECTRICAL ENGINEERING	02-08-2023

6. Fee

- Details of fee, as approved by State Fee Committee, for the Institution: Rs.32,000/-per Annum (Tuition Fee)
- Time schedule for payment of fee for the entire programme: 2 to 6 Instalments
    - 1st Instalment (25%) at the time of Admission
    - 2nd Instalment (25%) before 1st Semester
    - 3rd Instalment (25%) before 2nd Semester
    - 4th Instalment (25%) before 3rd Semester
    - 5th Instalment (25%) before 4th Semester
    - 6th Instalment (25%) before 5th Semester
- No. of Fee waivers granted with amount and name of students: NA
  Name of Students: NA
- Number of scholarships offered by the Institution, duration and amount: NA

Criteria for fee waivers/scholarship

- >= 90% in 10th exam, 100% Tuition Fee Waiver

Estimated cost of Boarding and Lodging in Hostels: Rs.30,000/-

• Admission

- Number of seats sanctioned with the year of approval: **390**

7. Admission Procedure

- Mention the admission test being followed, name and address of the Test Agency and its URL (website)
    - Admission Test: Direct Admission after 10th Pass

8. Information of Infrastructure and Other Resources Available

- Number of Class Rooms: 15 and size of each: 66.2 (Sq.m)
- Number of Tutorial rooms: 5 and size of each: 33.2 (Sq.m)
- Number of Laboratories: 17 and size of each: 66.18 (Sq.m)
- Number of Drawing Halls: 1 with capacity of each: 134.33 (Sq.m)
- Number of Computer Centre: 3 with capacity of each: 166.8 (Sq.m)
- Central Examination Facility: YES,
- Barrier Free Built Environment for disabled and elderly persons: YES
- Occupancy Certificate: YES
- Fire and Safety Certificate: YES
- Hostel Facilities: YES,
- Separate Hostel for BOYS & GIRLS: YES
- Library: YES
- Number of Library books: more than 8000 volumes, Titles: more than 1000, Journals available: 20
- Laboratory and Workshop: Yes
- Computing Facilities
    - Internet Bandwidth: 100Mbps
    - Number and configuration of System: 150
    - Total number of system connected by LAN: 150
- RESEARCH AND DEVELOPMENT
    - **CONVENOR**
    - Narendra Kumar Nayak (Principal) – 9583009617
    - **MEMBERS**
        - Srikanta Mallik - (Senior Faculty) – 9437800310
        - Priyaranjan Pattanaik (HoD, Mechanical Engg) – 7756343298
        - Sudhir Kumar Mahapatra (Senior Faculty) - 8763048743
- Social Media Cell
    - **MEMBERS**
        - Mr. Sunil Kumar Panda- (Admn. Officer)-9583009619
    - List of facilities available: Refer website: www.astodisha.edu.in
    - Games and Sports Facilities: Refer website: www.astodisha.edu.in
    - Extra-Curricular Activities: Refer website: www.astodisha.edu.in
    - Soft Skill Development Facilities: Refer www.astodisha.edu.in
- Teaching Learning Process

- Curriculum and syllabus for each of the program as approved by the Council: YES
- Academic Calendar of the Council: YES/Followed
- Internal Continuous Evaluation System and place: YES
- Student's assessment of Faculty, System in place: YES

9. **LoA and subsequent EoA till the current Academic Year**:

   Please Refer Website Link: Document https://www.astodisha.edu.in/Affiliation Document