



V. R. S. College of Engineering and Technology

V.R.S. College of Engineering and Technology

Arasur, Dist.: Villupuram PIN- 607 107

Internal Quality Assurance Cell

Annual Quality Assurance Report
2016 -2017

March 2018

Submitted to:

National Assessment and Accreditation Council
Bangalore, India



V.R.S. College of Engineering And Technology,



(Accredited by NAAC & An ISO 9001 : 2008 Recertified Institution)

Arasur - 607 107, Villupuram Dist., Tamil Nadu.

Off: 04149- 209153,209163 Cell : 94432 40278

Web site : www.vrscet.in

email : vrscet@yahoo.com

Ref :

Date : 07.03.2018

CERTIFICATE

This is to certify that the AQAR (Annual Quality Assurance Report) 2016-2017 forwarded to the National Assessment and Accreditation Council, Bangalore is compiled with the data collected from the official records and is true to the best of our knowledge and belief.

Mr.R. Balasubramaniyan

Co-ordinator- IQAC



Dr. N. Anbazhaghan

Principal

Dr.N.ANBAZHAGHAN, M.E.,Ph.D.,

PRINCIPAL

V.R.S.COLLEGE OF ENGG. & TECH.

ARASUR - 607 107.

Contents

S. No.	PARTICULARS	Page No.
1.	PART – A	
	Details of the Institution	4
	IQAC Composition and Activities	7
2.	PART – B	
	CRITERION I : Curricular Aspects	10
	CRITERION II : Teaching – Learning and Evaluation	11
	CRITERION III : Research, Consultancy and Extension	14
	CRITERION IV : Infrastructure and Learning Resources	18
	CRITERION V : Student Support and Progression	20
	CRITERION VI : Governance, Leadership and Management	25
	CRITERION VII : Innovations and Best Practices	32
3.	ANNEXURES	
	Annexure – I Abbreviations	38
	Annexure – II Feedback from Stakeholders - Analysis	39

V. R. S. College of Engineering and Technology
The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

V. R. S. COLLEGE OF ENGINEERING AND TECHNOLOGY

1.2 Address Line 1

NH 45

Address Line 2

ARASUR

City/Town

VILLUPURAM

State

TAMIL NADU

Pin Code

607 107

Institution e-mail address

vrsct@yahoo.com

Contact Nos.

04149 – 209153, 209163

Name of the Head of the Institution:

DR. N. ANBAZHAGHAN

Tel. No. with STD Code:

04149 – 209153, 209163

Mobile:

9443289886

Name of the IQAC Co-ordinator:

R. BALASUBRAMANIYAN

Mobile:

9443444719

IQAC e-mail address:

iqac.vrscet@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNCOGN15361

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/66/A&A/002 dated 21-02-2014

1.5 Website address:

www.vrscet.in

Web-link of the AQAR:

<http://www.vrscet.in/AQAR2016-17.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.33	2014	5 Years

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

28/02/2014

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2013-14 submitted to NAAC on 20-03-2015 (DD/MM/YYYY)
- ii. AQAR 2014-15 submitted to NAAC on 31-03-2016 (DD/MM/YYYY)
- iii. AQAR 2015-16 submitted to NAAC on 31-03-2017 (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

ANNA UNIVERSITY, CHENNAI

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Entrepreneurship Awareness Camp
Recent trends in Automation

2.14 Significant Activities and contributions made by IQAC

Interaction with Heads and faculties of each and every department for maintaining and sustaining quality education as directed by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Faculties maintains a tick list for each unit of every subject to ensure that the students studied the major topics. 2. Create awareness among students about Entrepreneurship through Entrepreneurship development Programmes. 3. Encouraging the staffs to go for higher studies. 4. Reducing the paper work. 5. Faculties are encouraged to publish papers in Anna University Annexure –I and Annexure – II journals. 	<ol style="list-style-type: none"> 1. The students were told about the uncovered portion and they covers it during coaching before the university exam. 2. An Entrepreneurship Awareness Camp was organized for the benefit of the students. 3. 11 faculties are pursuing Ph.D. in their fields & 2 faculties have completed their Ph.D. during 2015-16. 4. College Data is now automated through the implementation of Inspro Plus Software. 5. Significant number of papers were published in Anna University Annexure –I and Annexure – II journals.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	---	---	---	---
PG	2	---	2	---
UG	5	---	5	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	---	---	---	---
Certificate	---	---	---	---
Others	---	---	---	---
Total	7	---	7	---
Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

1.2 (i) Flexibility of the Curriculum: ~~CBCS~~/Core/Elective option / ~~Open options~~

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8
Trimester	---
Annual	---

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

* Provided an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

As per the requirements of the industries, the curriculum and the syllabi of the individual B.E. programmes have been revised by the Anna University for the students who have admitted during 2013-2014.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
121	95	15	9	2

2.2 No. of permanent faculty with Ph.D.

5

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
32	39	-	2	1	2	-	-	33	43

2.4 No. of Guest and Visiting faculty and Temporary faculty

- - -

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	13	1	-
Resource Persons	-	-	4

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Mind Mapping Technique
- Mission 10X

2.7 Total No. of actual teaching days during this academic year

171

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Remedial Test, Tutorial Class, Coaching Class

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

- - -

2.10 Average percentage of attendance of students

89.38%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.E-Mechanical Engineering	68	-	51.47%	10.29%	-	61.76%
B.E-Electrical and Electronics Engineering	56	-	44.64%	17.85%	-	62.50%
B,E-Electronics and Communication Engineering	97	0.10%	41.23%	18.55%	-	60.82%
B.E-Computer Science and Engineering	30	-	76.66%	23.33%	-	100%
B.E-Civil Engineering	68	-	38.23%	22.05%	-	60.29%
M.E- Embedded System Technologies	04	50%	50%	-	-	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Ensuring effective conduction of tests, seminar, project review and special coaching classes etc.
- Effective implementation of Mission -10X / Blooms Teaching methodologies such as Mind Mapping, Brain storming, Quiz, Summarization, Simulation, Storytelling, practical, Crossword Puzzle, Video etc.
- Students Mentoring.
- Encouraging students to apply for projects with TNSCST and other agencies.
- Identifying niche areas for research.
- Motivating faculty members for research.
- Guidance for proposal preparation and submission.
- Arranging training, seminar and workshop related to research.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	121
HRD programmes	121
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	121

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	101	-	-	-
Technical Staff	12	-	-	-

Criterion – III**3. Research, Consultancy and Extension**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Prof. J. K. Jothikalpana/CSE**Duties and Responsibilities**

- Identifying niche areas for research.
- Motivating faculty members for research.
- Guidance for proposal preparation and submission.
- Arranging training, seminar and workshop related to research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	28	NIL	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	17	NIL	NIL

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	May 2017	TNSCST	3 Projects (Each Rs.10000)	Rs.30000
Any other(Specify)	NIL	NIL	NIL	NIL
Total			Rs.30000	Rs.30000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Others

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
22	22	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph.D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

	University level	State level	<input type="text" value="-"/>	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	College forum	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>
NCC	NSS	Any other	<input type="text" value="-"/>	<input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Through NSS: Nil

Through Departments:

- All department staff members regularly visits the schools in Cuddalore and Villupuram Districts to encourage the toppers for choosing their career in Engineering & Technology.
- Prize will be given for First, Second and third place students.
- During Project Expo, The school students are brought to college with the college transport and demonstrated the projects.

Through Clubs:

Blood donation camp

Through College:

The School Teachers Computer training is facilitated in our college every year.

Criterion – IV**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	35 Acrs.	-	V.R.S.CET	34.85 Acrs.
Class rooms	42	-	V.R.S.CET	42
Laboratories	34	-	V.R.S.CET	34
Seminar Halls	6	-	V.R.S.CET	6
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	29	4	V.R.S.CET	33
Value of the equipment purchased during the year (Rs. in Lakhs)	49, 39, 970.00	16,47,600.56	V.R.S.CET	65,87,570.56
Others	-	-	-	-

4.2 Computerization of administration and library

- | |
|---|
| <ul style="list-style-type: none"> • IVRS[Inspro Plus] • Library[Palpap software] |
|---|

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27378	11546581	3141	971351	30519	12517932
Reference Books	2518	2202132	17	3760	2535	2205892
e-Books	537	-	495		1032	----
Journals	126	204348	36	82200	162	286548
e-Journals	DELNET	66500	521	141500	----	----
Digital Database	26454	----	----	----	----	----
CD & Video	BCL	-	----	141	----	----
Others (specify)	NPTEL	----	----	----	----	----

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	450	29	10 MBPS	01	01	15	34	09
Added	-	-	-	-	-	-	-	-
Total	450	29	10 MBPS	01	01	15	34	09

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- | |
|---|
| <ul style="list-style-type: none"> • NPTEL |
|---|

4.6 Amount spent on maintenance in lakhs:

i) ICT	6, 24,169.39
ii) Campus Infrastructure and facilities	5, 32, 32,823
iii) Equipment	1, 27, 81,700
iv) Others	6, 13, 22,664.06
Total:	12, 79, 61,356.45

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Training & placement aid through alumni
- Placement brochure at Training & Placement cell
- 24*7 Wi-Fi facility available.
- Common computer centre (Net Lab) for surfing
- Provision of Hi-tech Gym
- Health Centre facility
- Grievance Redressal committee
- Arrangement of Industrial Visit to enhance practical knowledge.
- Canteen and store facility for both boys and girls.
- Many National and International Journals were available in College Digital Library.

5.2 Efforts made by the institution for tracking the progression

- Conducted career development programs for students.
- Followed transparent admission procedure.
- Highlighting achievements of students in College newsletter.
- Making college Bus facility available on field visits.
- Making parents meet and informing them on the progress of their children also encourage them to improve his/her skills
- A mentor/special counselor is allocated for a batch of 20 students in each programme to monitor and counsel the students' progress in academic as well as extra-curricular activities
- Conducted Add on course for the students for their placement and career.
- In Plant training was conducted for students through alumni and other sources.
- Alumni meet also conducted for students and they shared their experiences in industries.
- Tutorial coaching classes were conducted for students to improve their internal marks.
- Remedial classes were conducted for absentee and average students.
- Additional staffs were provided in laboratory classes to assist the students in performing practical exercises effectively.

	UG	PG	Ph. D.	Others
5.3 (a) Total Number of students	1171	6	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	901	76.55		276	23.44

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
-	71	1	194	-	266	2	62	1	122	-	187

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- i. Online aptitude Test
- ii. Technical aptitude test
- iii. Technical Seminar
- iv. Aptitude classes for placement

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC TANCET

5.6 Details of student counseling and career guidance

Student counseling

Responsibilities

- Track record
The track records of minimum 15 students were scrutinized by staff members and students are benefited through the corresponding staff member's guidance.
- Special counselor
The counselor gives guidance and encourages the students for their improvement in academic as well as in co-curricular activities

Career Guidance

Responsibilities

1. To enable each student to understand the definition of what is meant by career – the scope for performing various jobs, each requiring a set of knowledge, skills and aptitude during a productive time span.
2. To enable students to consider various career opportunities available and make appropriate career choices, sufficiently early during their academic life.
3. To provide adequate information to the students to realize the above objectives through publishing information, expert talks and seminars.
4. To offer individual counseling to the students as and when necessary.
5. To arrange interactive sessions between alumni and students
6. To arrange Seminars / Workshops on Career opportunities.

No. of students benefitted

187

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
15	334	237	17

5.8 Details of gender sensitization programmes

Women empowerment cell is formed to prevent sexual harassment and to promote the general well-being of female students, teaching and non-teaching women staff of the College.

To provide guidelines for the redressal of grievances related to sexual harassment of female students, teaching and non-teaching women staff of the College.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	31	93,000
Financial support from government	924	49,04,950
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To improve the socio-economic status of the rural poor peasants by providing opportunities to them to acquire engineering and technical skills.

Mission

To establish and run a technical institution with a high quality teaching and research in a rural area of poor socio-economic status and hence to make the technical education available to the underprivileged at affordable cost.

6.2 Does the Institution has a management Information System

Yes. The institution has a management information system.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

As per Anna University

6.3.2 Teaching and Learning

- i. Implementation of outcome based education.
 - a. Defining course outcomes to meet out program outcomes.
 - b. Identifying content delivery method.
 - c. Assessing the students using various evaluation techniques for the attainment of course outcomes.
- ii. Effective implementation of Mission -10X /Blooms Teaching methodologies such as Mind Mapping, Brain storming, Quiz, Summarization, Simulation, Storytelling, practical, Crossword Puzzle, Video etc.
- iii. Live-demos of working models using you tube.
- iv. Preparation of course files
- v. Academic research
- vi. Guest lecturers
- vii. Case studies seminars
- viii. Intensive courses
- ix. Discussion with groups
- x. Field trips and lab lectures
- xi. Mentoring
- xii. Tutorial teaching

6.3.3 Examination and Evaluation

- i. Evaluation of marks comprises of internal marks from continuous assessment test and external marks scored in End Semester Examination.
- ii. Continuous Assessment Tests are carried out by respective departments and End Semester Examinations are conducted by the office of the Controller of Examinations, Anna University, Chennai.
- iii. Both the marks in the continuous assessment and End Semester Examinations are considered while declaring the results.

6.3.4 Research and Development

- i. Identifying niche areas for research.
- ii. Motivating faculty members for research.
- iii. Guidance for proposal preparation and submission.
- iv. Arranging training, seminar and workshop related to research.

6.3.5 Library, ICT and physical infrastructure/ instrumentation

1. Collection of requirements of books, journals, magazines etc. for the ensuing academic year/semester from all the departments and recommend it to the Top Management for procurement.
2. Upgradation of infrastructure like providing/increasing the internet connectivity, digital library facilities, online preparation for placement activities etc. will be carried out.
3. Recommending for updating the available / required books with new editions.
4. Monitoring the availability of reprographic facilities to all the students without stagnation.
5. Establishing a clean and calm environment inside the library to motivate the user for spending more hours.

6.3.6 Human Resource Management

- i. In the institution, the process of assessing adequate human power requirements, staff recruiting, monitoring and planning professional development programmes for personnel development and seeking appropriate feedback responses are very good.
- ii. Recruitment of faculty and staff are based on the guidelines provided by Anna University and AICTE, New Delhi.
- iii. There are many staff welfare schemes namely EPF, Group insurance and Accidental policy
- iv. ERP Biometric system is introduced for all the administrative modules of the institution.
- v. Sponsorship of Higher Studies for Faculties
- vi. Organizing Developmental training programme and workshops/seminars for enhancing the multi-skills of faculties.
- vii. Incentives are given to the Faculties for their contribution in research.
- viii. Effective appraisal system has been followed to assess the performance of faculties.
- ix. Faculty members who have published papers in reputed National and International journals shall be awarded with cash prize of Rs.2500/- and Rs.5000/- respectively.
- x. Highest pass percentage producing faculty member in each section shall be appreciated with gold ring worth Rs.7000/-.
- xi. Highest percentage between current and previous semester results giving head of the department shall be appreciated with gold ring worth Rs.7000/- and progressive result producing head of the department shall be appreciated with gifts worth Rs.1000/-.

6.3.7 Faculty and Staff recruitment

- i. Releasing the advertisement in the Leading daily newspapers.
- ii. Scrutinizing of Application as per the college norms.
- iii. Selection of Candidates as per the norms of staff selection committee.

6.3.8 Industry Interaction / Collaboration

- i. MoU's have been signed with the leading concerns to enhance the campus recruitment and project training for the student community.

6.3.9 Admission of Students

The students are admitted according to the Anna University/ Tamil Nadu Government/ AICTE Norms.

6.4 Welfare schemes for

Teaching	Transport facilities Medical and Maternity Leave EPF Group Insurance
Non-teaching	Transport facilities Medical and Maternity Leave EPF Group Insurance
Students	NSS, ISTE chapter, IEE, YRC, RRC. Group Insurance

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

 Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	--	Yes	Academic auditing committee headed by Principal
Administrative	NO	--	NO	--

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

As per the university reforms

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

As per the university promotional schemes

6.11 Activities and support from the Alumni Association

1. Conduct of Alumni meets consistently to proceed with a fondness with the Alumni of the College.
2. Appreciating the Alumni, amid the Alumni meet who have advanced estimable commitments in his/ her calling.
3. Enrolment of new Alumni in Alumni Association through the online/site outlined particularly for the reason.
4. We upgrade the contact among the Alumni by mailing, calling and also with social network applications.
5. We make an opportunity for connection with the students, who are as of now doing their course in the College with Alumni to know the current patterns of building field.
6. We make an opportunity for our Pre-final year students through the Alumni with profession mindfulness program.

6.12 Activities and support from the Parent – Teacher Association

1. The class in-charge ought to meet the students' guardians and will give the proposal about the students' advancement.
2. University result, CA test marks and attendance percentage of the students are sent to parents by postal and students those who have low attendance percentage are also informed to parents by register post.
3. The truant ought to be informed their guardians promptly through telephone.
4. The Special counseling students' guardians are spurred amid the University exams through the telephone by relating counselor.
5. Amid of the University exams coaching to be conducted for students and ought to be informed through the telephone to the students' guardians by subject handling staff.

6.13 Development programmes for support staff

Preparing Programmes are directed to the supporting staff for their improvements with respect to the computer essential.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. There is no formal behavior of Green Audit in the organization yet the foundation is eco- amicable. Part of consumption is caused to make the grounds eco-accommodating.
2. The administration, the Head of the organization and all the staff are submitted and as a result of their dedication and inclusion, part of trees is planted.
3. The college grounds is moderate temperature zone. The college classrooms are exceptionally decently ventilated, that they barely require any counterfeit lighting.
4. The college is east-bound sufficient regular lighting is accessible both in the Fore Noon and After Noon.
5. Students are swayed to going to courses, gatherings and doing activities identified with renewable Energy.
6. Rain water collecting is carried out in the college ground with a simulated lake.
7. The college has made game plans for the stopping of understudies the college ground. This aides in keeping the grounds as clean as could reasonably be expected.
8. The leaves are covered in the dirt itself and the papers are arranged off.
9. The College inn wreckage utilizes a gas and steam for cooking.
10. The Trees are planted and the college composes programs consistently to instill this custom among its understudies.
11. Every year e-waste is given to an expert scrap merchant. The utilized lead batteries are securely arranged by giving under purchase back plans to new battery chargers.
12. Cleanly keep up the classrooms and toilet with preplanned schedule.
13. Consistently new saplings are added to greenish the grounds.
14. Concrete roads are laid in the college campus.
15. Bus facilities have been extended for nearby interior villages.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year, which have created a positive impact on the functioning of the institution. Give details.

Students monitoring:

Attendance monitoring

- Review of students' attendance every day. If any student is absent, we make a phone call to his/her parents to inform them and collect reasons.
- Review of students' attendance once in 15 days and displaying of the attendance details in the notice boards.
- Review of students' attendance, once in a month and sending the attendance details to the parents by post.

Education monitoring

- Conduct of coaching class before every tests and exam.
- Conduct of two tutorial tests ,three continues Assessment (CA), four revision tests and one model exam at regular intervals, in such a way to cover the entire syllabus of the Anna University.
- Conducts of remedial tests for the students who have failed in the CA Tests are given special improvement test during those hours.
- Mentoring and motivating the student groups by the teaching faculties of each Department.
- The teaching staff members called advisors interact with the students to identify their strength, attitude, characters, ambitions, etc.

Training and Placement cell:

Soft skill training:

- Soft skill training classes conducted for all the students starting from the first year to final year by our college faculties.

Technical Skill Training:

- Training in PHP and DotNet Platform for final year CSE and ECE given by eAPPZ Softwares, Chennai.
- Training in BigData analytics for final year CSE is done by our College faculty Mr.M.BalaAnand Assistant Professor/CSE.
- Training in Industrial Automation Using PLC /SCADA for final year EEE students is given by Axis Global Automation, Chennai.
- Training in Embedded systems for final year ECE students is given by NSIC, Chennai.
- Training in “CREO” for MECH final year students is done by Sharp Design Solution, Chennai.

Sports and Cultural

- The management encourages the students to participate in sports and games, as it provides not only good health, but also qualifies for personal development such as team spirit, leadership qualities, organizing abilities, social interaction etc.
- The college has well- established sports ground and other sports facilities. The students are encouraged to participate in various zonal and inter-zonal tournaments and intercollegiate and inter-university matches.
- Sports Day celebrations are conducted every year to motivate and honor the winners of various sports events.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Task	Action	Status
Encouraging the staffs to go for higher studies.	Advising faculties to register for Ph.D. 11 faculties are already pursuing Ph.D. in their fields.	2 faculties completed & 1 faculty registered for Ph.D. during the period of 2015-16
Applying for funds to organize workshops, seminars etc.	Proposal sent to professional bodies like ISTE, MoES, SYST, AICTE, DST, ISRO, ICMR, TNSCST, CSIR, ISTE, DRDO, INSA, MoEF & NSTMIS.	<ul style="list-style-type: none"> • Received Rs.45000.00 for three days seminar from TNSCST (Popularization of Science Activities) on April 2017. • Received Rs.40000.00 for two days seminar from ICMR on 21.03.2017. • Waiting for results.
Applying for funds to do students projects, research projects etc.	Proposal sent to TNSCST AND IEEE	<ul style="list-style-type: none"> • Received Rs.30000.00 for student project scheme from TNSCST on 26.04.2017.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

Program Outcomes Assessment/ Procedures

To improve students' skills and their ability is assessed on various factors such as to function in multi-disciplinary teams, to understand professional and ethical responsibilities, the need to, engage in lifelong learning activities and to communicate effectively. The assessment is carried out by getting feedback from Alumni, Stakeholders and professional body members through a survey, based on expected outcomes.

Mission 10X – Learners Centric Approach

It is indisputable that education is indispensable to all. Hence the best is to be provided, to all the consumers of knowledge. The goal is to lay foundation for pedagogic techniques. The learners are motivated with various interactive learning methodologies, by creating a friendly learning environment and opportunities.

Institution Productivity plus ERP system

Implementation of Institution Productivity Plus ERP system (Insproplus) for all academic assurance pertaining to academics such as students management, library management, hostel management, transport management, HR management and finance management provide systematic and streamlined access for providing precise and accurate information.

7.4 Contribution to environmental awareness / protection

- The institution has adopted a rainwater harvesting system to increase the recharge of ground water by collecting the rain water from the catchment areas and storing in the reservoir (pond).
- The institution being a green campus, is improving energy efficiency, conserving resources and enhancing environmental quality by educating for sustainability, natural resources management, climate change and creating healthy living and learning environment. We made our institution as a smoke free, plastic free and accident free zone by educating the students.
- All the students shall enroll in any one of the personality and character development programs (NSS/YRC) and undergo training for about 80 hours and attend a camp of about ten days. The training shall include classes on hygiene and health awareness and also training in first aid.
- The primary objective of this unit is to involve the technical students and turn them into responsible Indian citizens by protecting the environment and servicing people through Special Camp activities for an adopted village nearby Arasur for its all-round development during the vacation.
- The NSS Unit is also involved in the activities like Environment Enrichment (Tree Plantation, Campus Cleaning), Women Empowerment (Women Awareness Program) and Health Awareness (HIV/AIDS Awareness Program, Road Safety Awareness Program, Dengue Awareness Program and Blood Donation Camps).
- The college has a constructive relationship with the following institutions for meaningful outreach activities: Government Hospital-Mundiyampakkam, Primary Health Centre-Iruvelpattu, Lions Club of Villupuram, JIPMER Hospital Pondicherry for Blood Donation Camps and Health Awareness Programs, Kovai Sankara Eye Hospital, GMR/NHAI for Road Safety and local NGOs.

7.5 Whether environmental audit was conducted?

Yes No

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

STRENGTHS:

- Clear academic schedule/methodology and co-curricular programs prior to commencement of each semester.
- Staffs well planned course files, maintenance of assessment records, lab manuals etc.
- Frequent class committee meetings to redress the grievances of students.
- Special counseling during study holidays through phone to both students and parents.
- The student project contest is being conducted to exhibit their hidden talents and appreciated with rewards in Annual day celebrations.
- In plant training & Industrial Visits has become mandatory to students.
- On-campus and off-campus facilities for placement
- Career guidance and entrepreneurship activities.
- Conducting training programs for students to match the industry requirements.
- Well developed and sophisticated library facilities
- Management's scholarship through economically weaker section cell along with regular Government scholarships.
- 250 litres/hour R. O. Plant is functioning to provide pure water on all drinking water taps.
- Periodic monitoring of students through counseling.
- Students Attendance, CA Test and University results are intimated to parents by post.
- High capacity Gen set facilities to maintain zero power cut environment.
- Life Insurance to all Students and staff.
- Strong commitment to Empowerment of Women
- Highly qualified faculty, committed to student welfare
- Several opportunities for students to develop and enhance their creative potential and individual talent
- The Salary is paid on the last day of every month
- NAAC Accredited
- An ISO 9001: 2008 Recertified
- Status of UGC 2(f)

WEAKNESS:

- Rural based students with average knowledge present.
- Lack of placement from core companies.
- Less number of funded projects.
- Limited number of Certificate Courses
- Slow progress in identifying funding agencies for research projects

OPPORTUNITIES:

- Scope for strengthening the industry institution interaction for better placements of students.
- Enter into collaborative projects with industries and other institutions for better exposure to students.

CHALLENGES:

- To forge strong alliances with National organizations for academic and R&D activities in thrust areas of Engineering & Technology.
- Training the rural-based Tamil medium students in English language and communication skills so as to be selected in the campus interview.
- Perception that all educational processes should be directed towards preparing students for jobs.
- Focus on marks rather than holistic development.

ANNEXURE - I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE-II

FEEDBACK FROM STAKEHOLDERS-ANALYSIS

***Question for students**

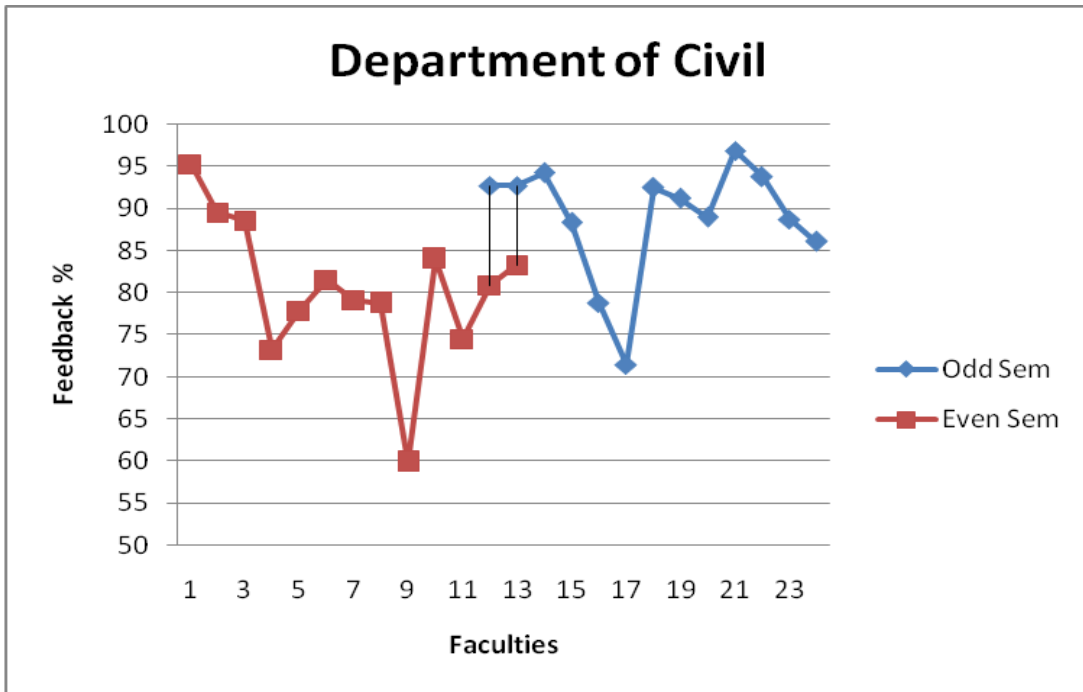
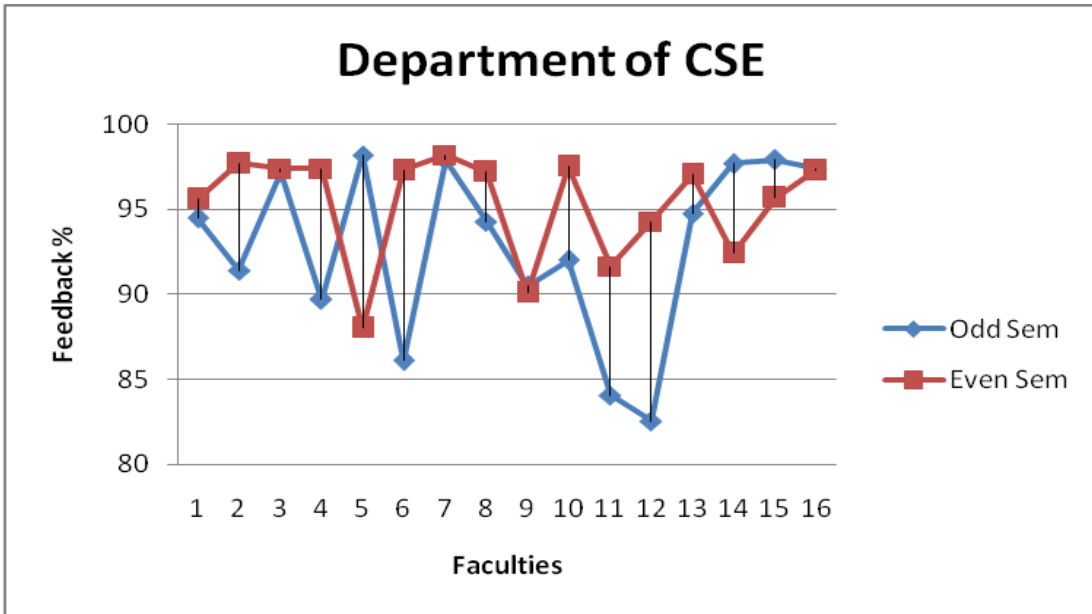
Regarding theory

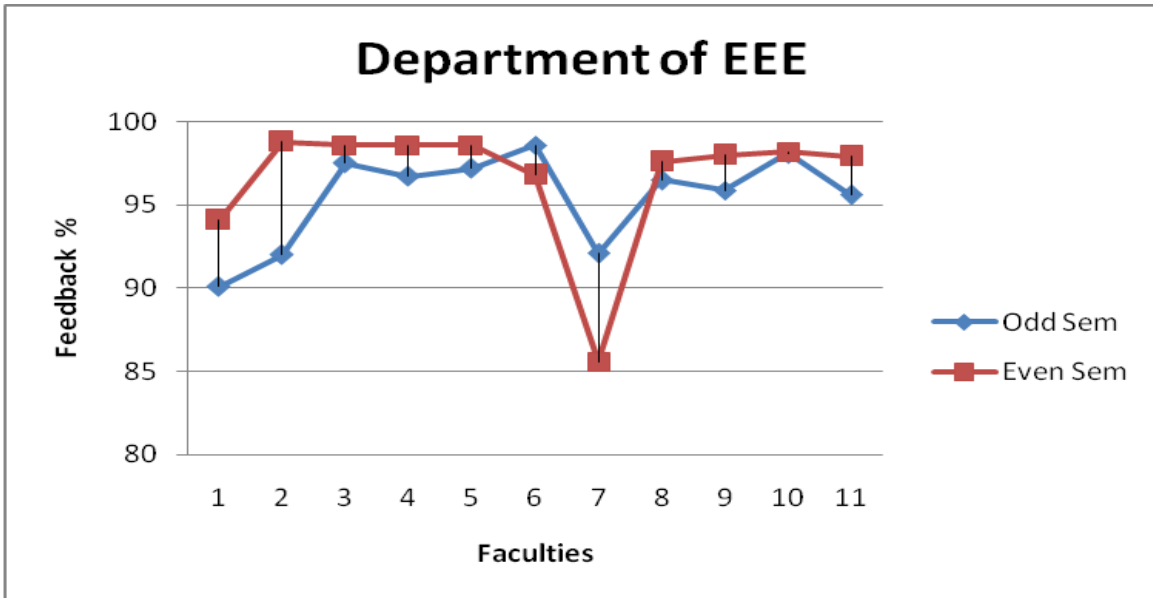
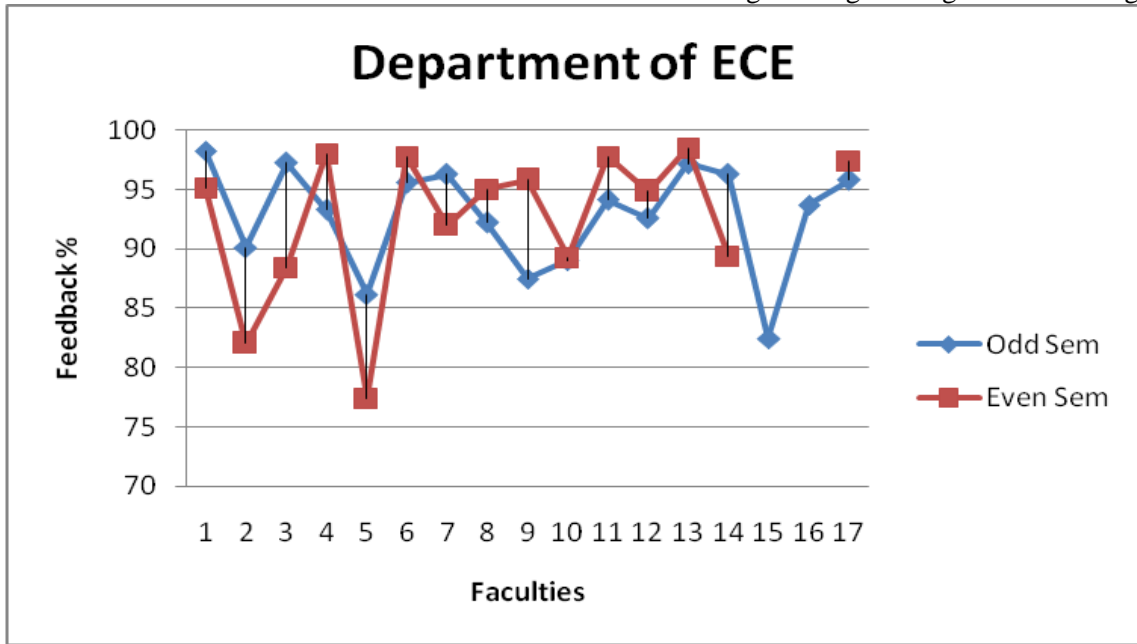
- Whether teacher comes to class on time with good planning and clear objectives?
- Whether teacher organizes subject matter in logical sequence or not?
- Is the voice of the teacher is audible?
- Does the teacher draw diagram legibly?
- Real time examples are given by teacher or not?
- Does the teacher offer assistance and counseling?
- Relevant question for interaction is encouraged or not?
- Whether teacher encourages raising doubts?
- Whether encouragement is given on originality and creativity?
- Is there any partiality shown by the teacher?
- Coverage of the syllabus is at appropriate pace or not?
- Whether teacher conduct activities regarding subject like quizzes, seminar?
- Is there any partiality shown in the correction of answer scripts?

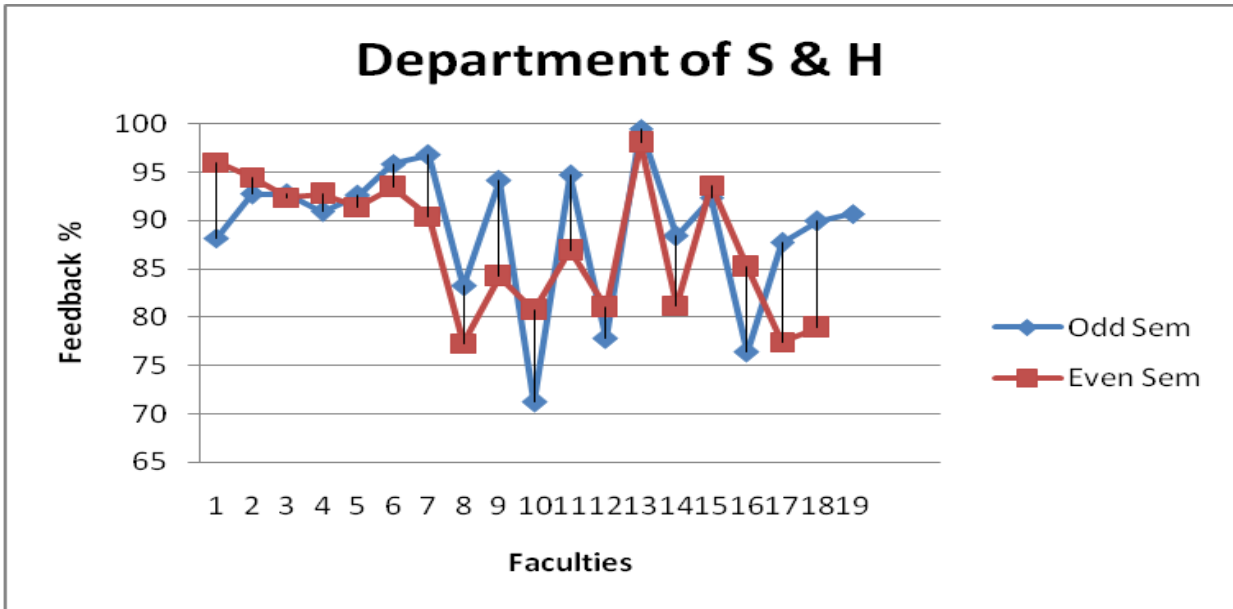
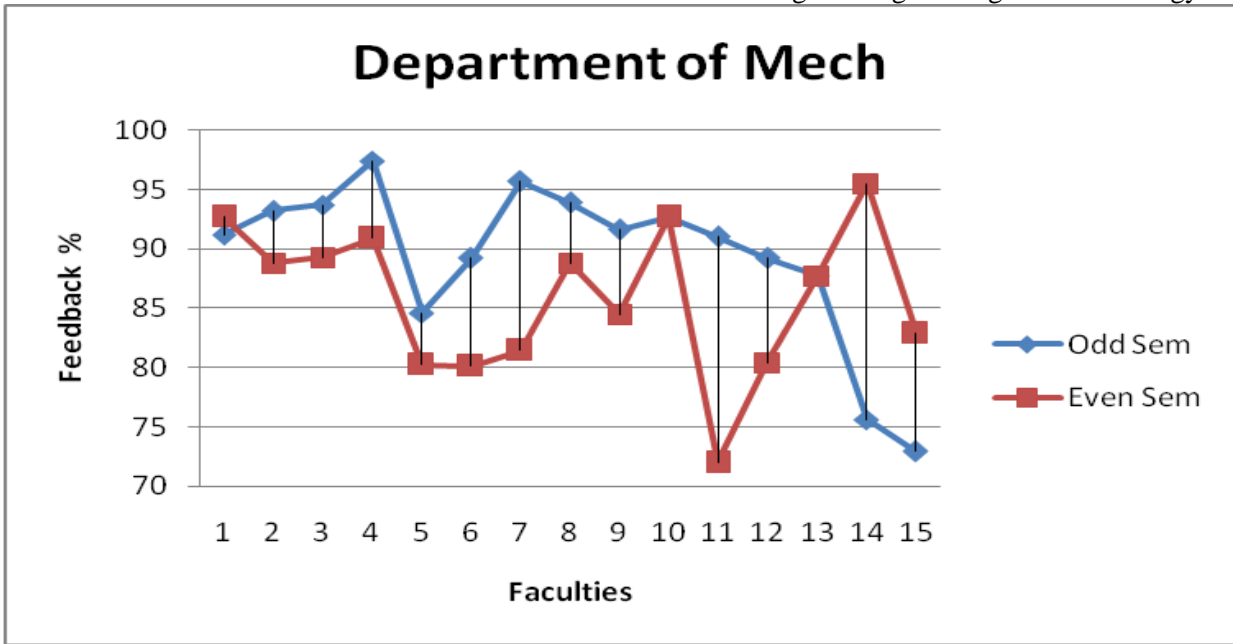
Regarding Lab

- Are you satisfied with your batch size?
- Whether experiments of Lab Classes are conducted as per schedule provided?
- Whether equipment's provided are sufficient manner and in good condition?
- Consumables provided in the lab are of Good Quality or not?
- Are number of experiments conducted as per University Norms?
- Are there any experiments conducted beyond the syllabus?
- Was the Lab Manual provided complete in covering the syllabus and informative?
- Are the Class in-charges (faculties) helpful in completing the experiments?
- Is there any opportunity provided to complete partially done experiments and for days of which students were absent?

Students Feedback about the performance of faculties- (Branch wise)







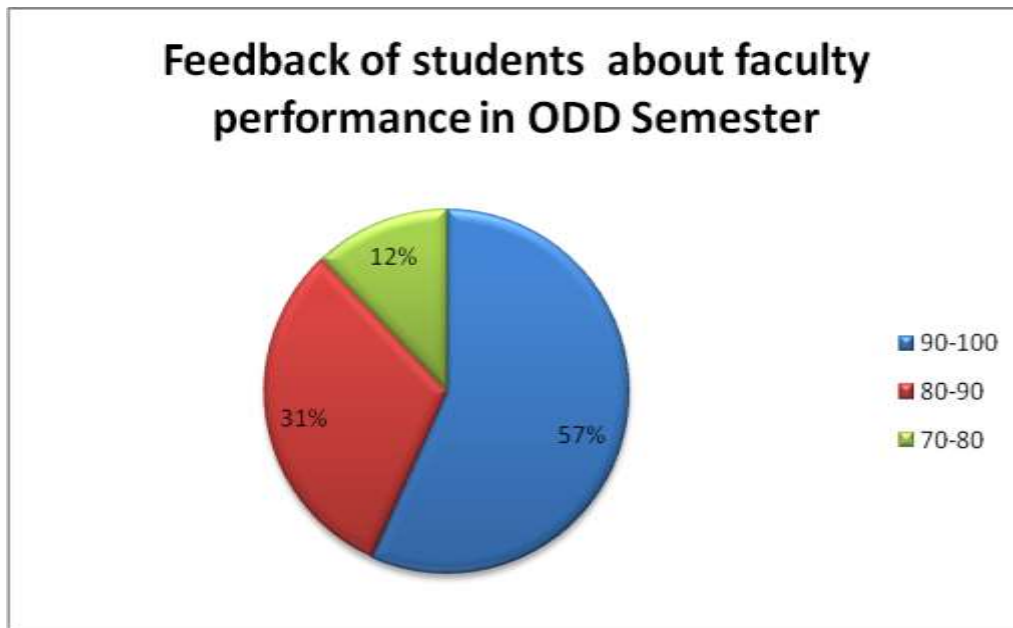
Analysis has been made on the faculties under 5 categories. They are

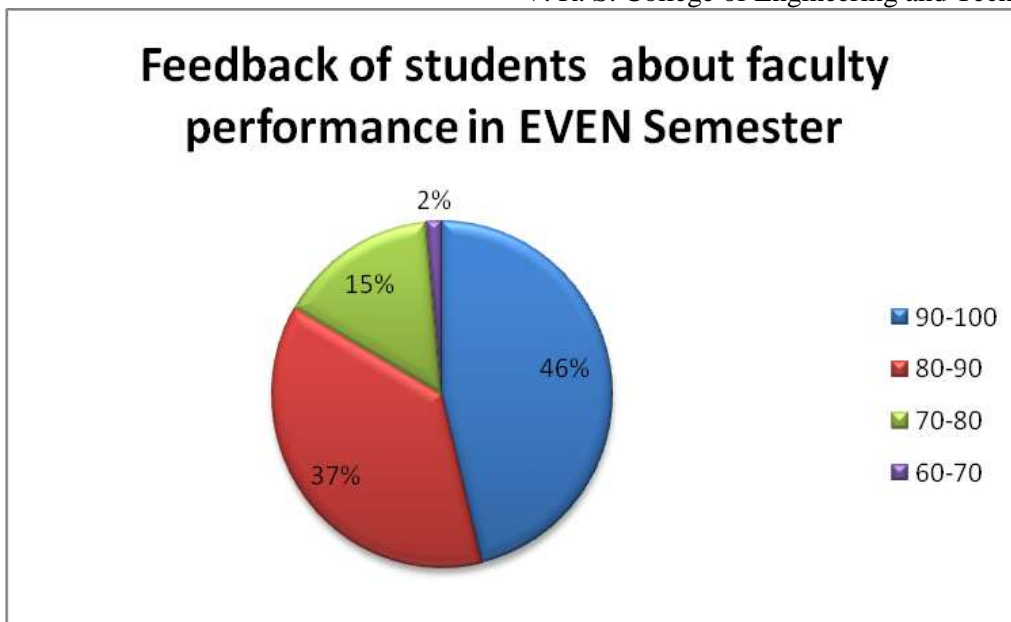
- 1-Poor**
- 2-Satisfactory**
- 3-Good**
- 4-Very Good**
- 5-Excellent**

Action taken against feedback from students

- Students will give their rating to the faculties based on the above questions in both theory and laboratory subjects.
- According to the deviations calculated, faculty will be advised to avoid those deviations in upcoming semester.
- Root cause of those deviations will be found out and the corrective measures will be given by the faculty to prevent those deviations in upcoming semesters.
- If a faculty scored less than 70 % from all the given criterions in feedback, the particular staff would be asked to face enquiry with head of department .Based on the explanation given by the faculty, the head of department will analyze the reason and may give memo or warning.
- If faculty scored 70-80 % from all the given criterions in feedback, the particular staff would be asked to face enquiry with the head of department. Based on the explanation given by the faculty, the head of department may give warning to the faculty such that they should avoid this situation in future.
- If a faculty scored more than 80% from all the given criterions in feedback, he/she may be appreciated and will be asked to continue and maintain the same in future.

Students Feedback about the performance of faculties- (Semester wise)





Feedback from students during Class Committee meetings

The class committee meeting will be conducted three times in a semester. During that meeting, the students will be asked for their subject related things and general related things like

- Portion completion of subject handling staff and their voice clarity.
- Whether they have distributed two marks and sixteen marks question bank with answers for the completed portion?
- Whether faculty solves problems in problematic subjects and experiment completion in laboratory subjects?
- Whether they have problem in using Wi-Fi facility?
- Whether the electrical appliances work properly in their class room?
- Do they face any inconvenience with canteen facility?
- Is there any water facility problem?
- Any other problem?

The feedback given by the students will be informed to the heads of departments regarding their subjects and System administrator regarding Wi-Fi facility and general related things to the administrative officer and overall report will be given to the principal and all necessary actions will be taken within two days of time.

Exit Feedback by Final year students

Exit feedback will be collected from final year students when they finish their course based on following criterions

- Facility on all aspects
- Teaching /Learning methodologies
- Laboratory facilities
- Supplementary activities
- Extra-curricular activities
- Quality of faculty
- Quality of students
- General things

Some of the suggestions and feedback were given by final year students. They are

- Practical oriented teaching methodology need to be improved
- Quality of food and working of canteen need to be improved.
- Library and laboratory facilities are satisfactory.
- Banking and Transport facility provided by college are satisfactory.
- Postal facility need to be improved.
- More industrial visits to be arranged for core subjects.
- Involvement of students in department related activities are excellent.
- Extra-curricular activities provided by college are excellent.
- Skills related to communication should be improved.

Based on feedback given by final year students improvements are met in upcoming years.

***Question for students**

Regarding counselor

- How many times you met your counselor in this semester?
- Discussion done regarding Subject , Test performance, Laboratory, Sports, Placement, Online test , performance, Future carrier, Field of interest ,Any other Maters?
- Whether Proper guide lines given related to academic performance?
- Whether students expect some extra guidance from counselor?
- Any personal grievances conveyed to the counselor?
- Whether students satisfied with the Quality of counseling given by the counselor?

Analysis has been made on the faculties under 5 categories. They are

- 1-Poor**
- 2-Satisfactory**
- 3-Good**
- 4-Very Good**
- 5-Excellent**

Action taken against feedback from students regarding counseling

- Students will give their rating to the faculties based on the above questions in counseling.
- According to the deviations calculated, faculty will be advised to avoid those deviations in upcoming semester.
- Root cause of those deviations will be found out and the corrective measures will be given by the faculty to prevent those deviations in upcoming semesters.

***Questions for Parents**

- Are you satisfied with academic / overall performance of your son / daughter?
- After admitting in this institution, the academic improvement of your son / daughter is same / improved / deteriorated.
- Do you receive progress reports?
- Are you aware of methods adapted by Institute / Department for improving performance (Marks)?
- What are your suggestions to Institute / Department to improve performance (Marks)?
- Are you satisfied with marks obtained in the Anna University examinations?
- Are you satisfied with functioning and usage of library by your son / daughter?
- What are your comments on performance of your son / daughter in sports and social activity?
- Are you satisfied with the communication skill and personality development of your son / daughter?
- Are you aware of programmes conducted by the Institute to improve communication skill & Personality development?
- Do you prefer that Institute takes some additional steps to improve communication skill and personality development?
- Are you aware of Medical facility / Transport facility / Canteen service in institute?
- Whether parent is satisfied with facility extended in hostel or not? (If son / daughter is a Hosteller)

Feedback from Parents

The following points are observed from the feedback of the parents during parents teacher interaction based on the above questions.

- The quality of the education provided by the college is satisfactory.
- The overall performance of the student has been improved after admission in to this institution.
- Communication skill and technical knowledge of the student has been improved.
- Medical, Transport, Canteen facility provided by the college is agreeable.
- Discipline maintained by the college is venerable.
- Sports related activities conducted by the college are excellent.
- Laboratory facilities and books available in the library were really useful to the students.
- Hostel facility provided by the college is acceptable

Feedback from Employers

Many suggestions were given by employers for the improvement of students skills. They are

- Enhance the mathematical skills and logical thinking of the students.
- Problem solving capability of the students must be improved and should be related to the relevant applications.
- Students should be given practice in logical thinking for design based exercises.
- Make aware the students to visit industries to develop the student's ethical and social responsibilities.
- Student should organize Technical workshops & Symposiums, discusses the recent technical problems with the team and find the solution.
- Augment the communal related activities of students for Ethical responsibilities.
- Communication skill of the candidates can be improved by conducting seminars & Group Discussion Activities.
- Develop the knowledge of engineering solution in a global, environmental and social context.
- Improve the technical skill of the students and obtain membership from IEEE and various organizations.
- Kindle the talent of the students to implement funded projects from various industries.
- Establish the modern tools relevant to the expectation of industry.

***Questions for Alumni**

- What is your present working status?
- What is your current academic status?
- What is the Domain of your working area?
- How college education helps you in career and in what aspects?
- Is the learned knowledge helps you in your professional and personal work?
- How can you help for your fellow alumni and in what ways?
- Mention any further suggestions for the development of the college.

Feedback from Alumni

Many positive responses have been given by alumni

- They helped our final year students by conducting awareness programmes like seminars, workshops which in turn helped the students in their placement related activities.
- More practical oriented concepts need to be taught inside the class room.
- Communication oriented programmes need to be improved. So, Smart training program have been made further improvements and Soft skill programs are strengthened effectively.
- Way of teaching needs to be modified by conducting various activities and students should be made involved in those activities to learn the subject effectively.
- Apart from syllabus, additional courses to be learned on recent languages which will help them in their placements.
- They suggested that there may be interaction of final year students with them to know about their working status directly.