

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

ARASU ENGINEERING COLLEGE

CHENNAI MAIN ROAD, THIRUVISANALLUR, KUMBAKONAM, KORANATTU
KARUPPUR(PO), THIRUVIDAIMURUTHUR TALUK, TANJAVUR DISTRICT

612501

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

ARASU Engineering College was established in 2001 with an aim to accomplish distinction in Engineering and Technological pursuits. It is affiliated to Anna University, Chennai and approved by AICTE, New Delhi. The environment imparts a work ethic, discipline and a set of principles that will give them the lead for the future studies and career.

The college focuses on providing an outstanding forum for Technical and Entrepreneurial Training to rural and urban students. The campus is located in a calm and composed milieu which infuses a quest for learning and thirst for research.

The college offers seven UG and three PG courses and is affiliated to Anna University, Chennai and is approved by AICTE, New Delhi.

The college library has DELNET & NPTEL facility with a collection of about 21564 volumes of books 6582 titles, 66 Indian and 42 Foreign journals covering all branches of engineering, management and science & humanities.

A Digital Library with internet connection is also available.

A hostel has to simulate accommodation that will be always a Home away from Home. With the intention of providing the students with the most conducive atmosphere to pursue studies in comfort the college has separate hostels for boys and girls students, situated in the same campus with a capacity of housing nearly 500 students.

The institution has an incessant passion to provide quality education and unveil the new horizons of technical education to the present day youth with its fine infrastructure and ability to maintain high academic standards.

Vision

To get ahead technically for reaching the possible levels of teaching – learning process with societal concerns, moral and ethical values.

To disseminate technical knowledge so as to fill the void prevalent especially in the rural arena, concentrating on societal values and the upliftment of women.

Enhancing the vital role of the educands in the propagation of technical knowledge with ethical awareness.

Mission

Concentrated attention towards the lagging student sect.

Commitment with a stress on ethical and moral values in shaping the individual for the technical needs of the nation.

Dissemination of technical knowledge with a stress on pragmatic values

To alleviate the gap between the learner and the teacher.

Commitment towards the societal values.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. More than a decade year old college with the State of art Infrastructure .
2. Well experienced and highly dedicated staff members.
3. Conducting Bridge courses & Orientation courses to UG students, and Remedial classes to needy students.
4. Good result and placement record.
5. Pollution free environment for conducive teaching learning atmosphere.
6. Well disciplined students and their nature of readiness to adopt changes.
7. Philanthropic support and cooperation from management.
8. Well equipped laboratories as per university syllabus.
9. Easy access to the college by road and rail transport as it is located on Kumbakonam-Chennai highway.
10. Highly stuffed library
11. Adoption of tutor-ward system resulted in overall improvement of the students
12. Membership in Tamilnadu Energy Development Agency (TEDA)
13. Recognition and appreciation by CISCO, ICT Academy, etc.
14. High-profiled and sophisticated communication lab, NPTEL, Moodle facility to the faculty and students.
15. Well equipped and furnished Gymnasium and indoor games facility.
16. Institutional member in Institution of Engineers (India).

Institutional Weakness

1. Rural background students with low cut off marks.
2. Most of the students are First Graduates
3. Creating and providing consultancy services to the industry and society and undergoing funded projects.

4. Lack of patents, research in advanced fields.

Institutional Opportunity

1. Starting additional PG Courses.
2. Offering skill based programs for local community.
3. Offering soft skill training to all students.
4. Getting autonomous status.
5. Providing value added courses
6. Generating revenue through sponsored research projects and consultancy works from various funding agency and industry.
7. Training center for local industries through Industry Institute interaction.

Institutional Challenge

1. Getting high cut off mark students from the competition by the mushrooming growth of engineering colleges in the state.
2. Lack of communication skills among the rural background students.
3. Lack of awareness about the technical courses among the rural background students and their parents.
4. Poor placement opportunities due to industrial recession and fluctuating demand for engineers.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Responsive management

To introduce more diversity in the future, the programmes are headed by respective Heads of Departments. The programmes offered by the College are having flexibility to choose the subjects across the programmes offered by different departments and get education according to their interest and capabilities. Most importantly, new academic programme and courses are introduced in tune with the emerging national and global trends and also with relevance to the local needs. The curricula of each programme contain syllabi consisting of theory and practical courses including core courses, elective courses, workshop/computer practice, industrial training, seminar presentation, project work, educational visits, etc. The required credits for the award of degrees,

classification, duration and contact hours/weeks related to each are described in the regulations.

Teaching-learning and Evaluation

The teaching and learning quality of the institution is attained through the updated curriculum and innovative teaching methods followed by faculty members to fulfill the needs of the students and industries. In the admission procedure, Anna University has designed, developed and adopted Tamil Nadu Engineering Admissions Single Window Counseling process to ensure transparency so that engineering aspirants get admission into Engineering College based on displayed rank list.

Effective teaching and learning is achieved through participation of students, industry experts, academicians, alumni and parents. Constant evaluation takes place through students and parents feedback supported by industrial needs. After getting recognized as autonomous institution by UGC New Delhi, the institution has become completely stakeholder centered.

The college follows semester pattern with Choice Based Credit System (CBCS) for Regulation 2015 and Semester Based Credit System (SBCS) for Regulation 2013 and 2014. The institution initiated the outcome-based education through the practice of Blooms taxonomy educational objectives and learning outcomes for content delivery and assessment.

Research, Innovations and Extension

The Institute focus deeply towards research and allied activities through equipped research center/Lab, high speed internet arrangements of different technical seminars, workshops and training sessions to enhance the knowledge of the students regarding various recent technologies and emerging fields of research, financial support, sabbatical leave provided by the institute for research and collaborative research work.

The management has extended its support to the faculty members for registering their Ph.D and to carry out their research. The Research scholars have published national and international journals in reputed journal agencies.

NAAC

Inter-disciplinary research plays a role in bringing out advancements in engineering and technology. Various departments conduct research activities together and faculty members publish their research works in the journals recognized by Anna University, Chennai. Inter-disciplinary research between departments of the college is promoted through discussion between senior faculty members of various departments to identify industry need projects. The students have full freedom to approach faculty and research laboratory of any department regarding research work and support. Expertise in inter-disciplinary areas and available facilities from each department is made available to the final year students by offering open elective which in turn helps the students to select inter disciplinary project.

Infrastructure and Learning Resources

The Institute has infrastructure and learning resources. The Institute provides necessary facilities for laboratories (furniture, fixtures, equipments and good laboratory practices). The institute has facilities for general computer education of students and is augmented from time to time. Infrastructure facilities are being utilized optimally. Additional facilities for sports and extra-curricular activities (gymnasium, auditorium etc.) are also provided.

The library has adequate physical facilities such as reading room, reprography, and internet. Number of books in the Central Library is adequate for students. The library is stocked with adequate number of journals (national and international) and other library resources (i.e. CDs/ cassettes, etc.). Library resources are augmented every year with newer editions and titles. The library operations (issue of books, getting the necessary references, etc) are effective and user-friendly. The library collects feedback from users and incorporates the suggestions for its enhanced functioning. The library is computerised and students can access library data online

Student Support and Progression

The quality of the Educational Institution is mainly judged by its students and their excellence. Our Institution has become one of the pioneer institutions and has the credit of placing students at top positions in different sectors both in government and private within the country and abroad. The institute has a Student counseling committee, Career counseling / Training and placement cell, Anti ragging and Anti sexual harassment committee to note the incidence of sexual harassment. The helpline number and email ID are displayed across the institution for easy access. The Student Grievance Redressal Committee addresses the grievances of the students and the grievances are aptly dealt by the concerned authority. The institute has active Alumni Association, Student Council and National Service Scheme. Students have won many awards in the regional and state level cultural and academic competitions.

Governance, Leadership and Management

The administrative activities of the Institution are managed by the Chairman and the Secretary of the Trust. The academic activities of the Institute are managed by the Principal. The college has Governing Council, for its perspective, policy, financial planning and management, meeting twice or more in a year. The agenda focuses on comprehensive development and on continuous improvement for steady growth of the college. The Council monitors the formulation, programme implementation and evaluation, reforming with special reference to quality and standards of academic and industrial expectations. Based on the decision made in the Governing Council meeting, the Chairman extends valuable support to the Principal in order to implement the plans and policies of the College.

Institutional Values and Best Practices

Yes. Green Audit is conducted by both Internal and External Agencies. The methodology and implementation of the green audit findings are recorded in a manual .Institution maintains a clean and green environment within the campus. The Institution ensures the green environment by establishing a separate maintenance department. The maintenance team takes care of the up-keeping of the environment and ensures to keep the surroundings clean. It maintains the lawn and plantations by employing gardeners and the cleanliness has been maintained by employing sufficient number of sweepers. The maintenance staff members do periodic checks and maintain records for the same. The green audit of the campus and its facilities is a regular event in this Institution. Our Institution takes more interest in maintaining the campus highly eco- friendly and energy conservative. The campus looks green by planting more trees which ultimately gives a pleasant feeling for the students to learn and for the faculty members to work. Many initiatives are taken by the management to inculcate the eco-friendly culture among the student community. The lush green campus provides the facilities such as Rain Water Harvesting, Well Grown Trees and Water Reuse Treatment Plant.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Arasu Engineering College
Address	Chennai Main Road,Thiruvisanallur,Kumbakonam,Koranattu Karuppur(PO),Thiruvidaimuruthur Taluk,Tanjavur District
City	Kumbakonam
State	Tamil Nadu
Pin	612501
Website	www.aec.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	B.Gopi	0435-2777777	9443681418	0435-277778 3	viceprincipal@aec. org.in
IQAC Coordinator	T.Balamurug an	0435-2777778	7667673333	0435-277778 4	principal@aec.org. in

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

Date of establishment of the college	02-07-2001			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Tamil Nadu	Anna University	View Document		
Details of UGC recognition				
Under Section	Date			
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	30-03-2017	12	

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Chennai Main Road, Thiruvisanallur, Kumbakonam, Koranatt u Karuppur(PO), Thiruvudaimuruthur Taluk, Tanjavur District	Rural	15	60703

2.2 ACADEMIC INFORMATION

NAAC

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BE,Automobile	48	HSC	English	60	14
UG	BE,Civil	48	HSC	English	60	31
UG	BE,Electronics And Communication	48	HSC	English	120	46
UG	BE,Electrical And Electronics	48	HSC	English	60	35
UG	BE,Mechanical	48	HSC	English	120	83
UG	BE,Computer Science And Engineering	48	HSC	English	120	52
PG	ME,Electronics And Communication	24	BE	English	18	7
PG	ME,Electrical And Electronics	24	BE	English	18	9
PG	ME,Computer Science And Engineering	24	BE	English	18	4

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	19				32				102			
Recruited	7	2	0	9	3	6	0	9	90	12	0	102
Yet to Recruit	10				23				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				26
Recruited	18	8	0	26
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				40
Recruited	32	8	0	40
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	6	1	0	1	2	0	1	0	0	11
M.Phil.	1	1	0	0	1	0	10	10	0	23
PG	0	0	0	2	3	0	79	35	0	119

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	952	0	0	0	952
	Female	388	0	0	0	388
	Others	0	0	0	0	0
PG	Male	4	0	0	0	4
	Female	30	0	0	0	30
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	38	33	27	24
	Female	29	13	17	12
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	1	0	0
	Others	0	0	0	0
OBC	Male	151	198	239	233
	Female	37	61	105	112
	Others	0	0	0	0
General	Male	2	3	2	3
	Female	1	0	0	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		258	309	390	384

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 9

Number of self-financed Programmes offered by college

Response : 9

Number of new programmes introduced in the college during the last five years

Response : 1

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1531	1662	1684	1781	1763

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
484	484	480	460	460

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
453	459	463	472	381

Total number of outgoing / final year students

Response : 398

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
153	149	139	126	111

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
153	149	139	126	111

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
160	160	150	145	130

Total experience of full-time teachers**Response : 450****Number of teachers recognized as guides during the last five years****Response : 4****Number of full time teachers worked in the institution during the last 5 years****Response : 153****3.4 Institution****Total number of classrooms and seminar halls****Response : 47****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
286	639	381	658	550

Number of computers

Response : 280

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.45

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.187



4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Institution has extensive action plan for effective implementation of the Curriculum. Various Committees such as Institution Development Committee, Budget Committee, Purchase Committee, Library Committee, Academic Calendar Committee, Academic Committee, Periodical Tests & Performance Analysis Committee has been formed for effective implementation and monitoring of the Curriculum. Meetings are conducted by the principal periodically with all Heads of the Department to evolve various strategies for effective implementation of the Curriculum. Academic Calendar is prepared well in advance with details of the activities of the Academic Year. Schedule of Department activities is prepared which includes Industrial Visits, Guest Lectures and Department newsletter. Subject allotment is done based on proficiency matrix, experience and performance of the faculty in previous years. Time table framed with provision for Value Added Courses (VAC), placement and training, tutorial and class test. Lesson Plan, Question Bank, Lab Manuals are planned in advance.

The attendance and performance of the students are monitored by the Class advisors, Student Counselors and HODs. The student's performance and attendance is communicated to the parents regularly and any lacuna identified the students are counseled in presences of the parents and corrective measures are taken. Slow learners and for students having average learning capability, remedial classes are conducted after the college working hours.

Faculty members demonstrate NPTEL - E-learning through online Web and Video courses in Engineering, Science and humanities streams. Our faculty members have developed e-learning materials for all the subjects in the curriculum to provide 24x7 learning Environment to our students through Arasu Virtual Learning Centre for Technology, Engineering and Management (AVLC-TEAM) which operates in MOODLE platform.

Faculty members and students make use of the e-learning web portals such as Khan Academy, MIT Open Courseware, TEDx, edX etc. effectively to learn the subject contents beyond the curriculum.

Allocation of subject, preparation of lesson plan and lab manuals is done at the beginning of the semester. Augmented topics are included in the lesson plan and delivered. Monitoring of course delivery and syllabus completion is done through class committee meetings, feedbacks and regular academic audits. A class advisor is appointed to monitor the conduct of classes and student performance. Systematic examination process, standard question papers, proper and prompt evaluation and periodical dispatch of reports to parents. If the same subject is handled by more than two faculty members for various sections of

students a coordinator is appointed to monitor the portion completion and the performance of all the faculty members handling the subject. Guest lectures, seminars, Industrial visits and training programs are conducted to supplement the curricular inputs. Laboratory as per the requirements of the Curriculum is ensured. Effective delivery in analytical subjects is ensured by conducting tutorial classes as per time table. During tutorial classes, each class consisting of 60 students are divided into 3 classes (20 students per class) and an exclusive teacher is allotted for every 20 students

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 15

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	9	2	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 3.62

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	5	5	5	0

File Description	Document
Any additional information	View Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years	
Response: 33.33	
1.2.1.1 How many new courses are introduced within the last five years	
Response: 3	
File Description	Document
Any additional information	View Document
Details of the new courses introduced	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 100	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
Response: 9	
File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years
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Response: 18.47

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
662	511	165	153	0

File Description	Document
Any additional information	View Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

1.3.1 Institution integrates cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics into the curriculum.

The cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., well incorporated into the curriculum itself. The subjects such as Professional Ethics and Human Values, Environmental Science and Engineering are included in the curriculum as core subjects.

WOMEN EMPOWERMENT CELL - Women Empowerment Cell of our college is established to empower our women students and staff to make them understand and react suitable to the issues pertaining to women students. In addition to discussing their issues and concerns, the cell creates awareness of rights and responsibilities. The cell functions arduously to enhance their status and thereby empowers them intellectually and various awareness programmes are arranged under the auspices of this cell to empower women students.

ENVIRONMENTAL EDUCATION: The Institution has adopted rain water harvesting system to increase the recharge of ground water by collecting the rain water from the catchment areas and storing in reservoir (pond). Eminent personalities are invited for special guest lectures. Mr. Nammashvar, organic farmer gave a lecture for the students to inculcate the importance of organic farming and conserving nature.

GEO CLUB: our college has GEO (green Eco Organization) club. With the help of this club, many awareness programs are conducted among the students about protecting the nature. Our college has a nature park where so many plants are planted and maintained by our college students.

HUMAN RIGHTS: The College has formed an Anti-Ragging committee with the Principal as the convener. This committee effectively controls ragging, which is a violation of fundamental human rights and human values. At the beginning of every year, this committee forms an Anti-Ragging Squad for the control of ragging.

Students are encouraged to take part in debates and speak on topics related to moral and ethical values in order to improve their knowledge and also facilitate free thinking and expressions.

Community orientation - The College has an NSS unit and YRC club which regularly visit surrounding areas and villages, where people are provided awareness on various social, moral, ethical principles and ways of life. NSS team and YRC team of the college participate in community services/development activities like organizing blood donation camps periodically.

Professional ethics - To ensure holistic development and to inculcate the moral and ethical values of students the college h

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Response: 7

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 7

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 2.82

1.3.3.1 Number of students undertaking field projects or internships

Response: 37

File Description	Document
Institutional data in prescribed format	View Document
List of students enrolled	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise

A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
Any additional information	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:**A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 63.67

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
335	439	411	502	398

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
702	702	630	630	630

File Description

Document

Any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 71.79

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
248	335	356	366	390

File Description	Document
Any additional information	View Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Profile of the students is collected to perform SWOT analysis of each of them so as to group them into meritorious students, average students and below average students to provide individual counseling. The Institution conducts bridge courses to the first year students to enrich their knowledge in the specific subjects such as Basic Sciences and Mathematics. At the end of the bridge courses, tests are conducted to evaluate the knowledge & skills of the students. Based on the feedback, subject faculty plans the teaching process.

Also faculty offers special preparatory programs / remedial programmes as per the requirements of the students. The weak students traced out by the faculty team and they are given extra-remedial classes in order to cope with their fellow students. These students are counseled by the senior faculty team and get the feedback of their studies and personal issues so that, they can perform their studies in a particular defined way.

Bridge Course (Lateral Entry) – Mathematics and Engineering Graphics concepts are taught to the lateral entry students to cope with the subject.

Add-ons in the form of communication skills practice in Language Laboratory is conducted by the English faculty to enhance soft skills.

Remedial classes are conducted throughout the semester in the form of special classes, arrear coaching and task force (providing one-to-one coaching at the end of semester)

Orientation Programs are conducted for the first year students.

Additional care is taken on the students by conducting enrichment courses like personality development programmes, workshops, technical festivals, conferences, and symposia.

A class teacher and a counselor are appointed for every section/class in order to identify the weak students to help him/her with counseling and intensive coaching.

Advanced Learners are given special attention by the faculties. The practices are multi folded such as regular meetings, group discussions; paper presentations, etc are some to name. Students with different interests come here with quests and there are always answers from the expertise irrelevant of domains and professions. For example, the various government jobs after BE are discussed elaborately. The steps to be taken to pursue higher studies in abroad and to avail scholarship are also highlighted among the students. The weak students are given much attention to improve their communication skills and boost their confidence. Good preparation of CV, motivating for mini projects, clearing online certification courses, etc are given priority to the students

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 8.58

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college offers the following facilities to see that the learning is not confined to the classroom alone. All these initiatives are providing self learning platform to the students not only in academics but also to make him a complete professional student to be industry ready. E learning is encouraged among the students by using various web based learning resources. It helps them to have experiential learning. Students publish their scientific articles in the college magazine and Institute organizes events such as Technical Paper presentation, workshop, Student Symposium, Seminar, Project Exhibitions, Software development competitions, Problem solving competitions to develop and promote creativity and critical thinking among the students. Students are encouraged to attend seminars, workshops, conferences, and symposium so that they will have participative learning experiences. Aptitude test, group discussion and debates are conducted among the students to improve their problem solving abilities. Institute also encourages and guides the students to participate in the National Level Technical Competitions organized by other Institutes and Universities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 79.74

2.3.2.1 Number of teachers using ICT

Response: 122

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 8.58

2.3.3.1 Number of mentors

Response: 153

File Description	Document
Any additional information	View Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The modern teaching aids like OHP, LCD projectors, Internet enabled computer systems are usually employed. NPTEL lectures and e-journals provide effective learning experience of the students at the library. The Institution library has subscribed journals and transaction papers from IEEE, ASME, ASTM, Science Direct, Mc Graw hill, EBSCO, ELSEVIER and SPRINGER. The digital library helps the students to understand the subject more effectively. Our Institute holds membership in American society of information centre and British council society.

Our Institute also provides facilities such as Language laboratory, AVL-24x 7 learning, Digital class rooms with Wi-Fi facilities. IIT Bombay Initiatives such as Virtual Class Rooms, Virtual Labs, Spoken tutorial, A-view, Project ekalavya, FOSSEE (free and open source for education), OSCAR , – 3D Animation for Mechanical Engineering.

Other e-learning resources such as Khan Academy, Course Era, MIT Open Courseware, edX online courses, TED Ed Lessons, Shodhganga – Repository of Ph.D. Thesis, Hot Potatoes software, Mind Map Software, Google Forms, Youtube Education Channel are used.

ALMS - Arasu Learning Management System provides great platform for Teachers to use ICT for Innovative learning experience. Students are informed about the forthcoming Lesson Plan and what would be the Course Outcomes. Students can view Powerpoint presentations, Videos and even the Notes uploaded by the Faculty member.

Students can study the contents of the ALMS at their own pace and participate in the MCQ Type of Tests after each topic or course. Faculty and Students are connected 24/7 through discussion forum built in the Platform.

Students and Faculty can access the contents and the progress of students is monitored continuously. The performance of the students is analysed by the faculty to identify any gaps and initiate improvement action plans.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**Response:** 90.74

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 1.49**2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
7	2	1	1	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience of full time teachers in number of years**Response:** 2.94

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 2.31**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
4	1	3	2	5

File Description	Document
e-copies of award letters (scanned or soft copy)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0.38

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	0	0

File Description	Document
Any additional information	View Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The stakeholders are informed of the evaluation process. The stakeholders are aware of the class test and internal assessment tests schedule from the college Calendar published during every academic year. The circulars conveying vital information from the university and department are circulated in classrooms and displayed in College notice board. Examination schedules are also displayed on the notice boards and available on the website of the affiliating university. The evaluation process is discussed thoroughly in the orientation programme, class committee meetings and department staff meetings. The changes brought by the University if any, are informed to the stakeholders.

The Institution insists the faculty members to prepare a question bank from previous year university papers

along with answer key. The slow learners are identified and special coaching classes are conducted. Retests are conducted for students who failed to secure 60% of marks in internal assessment tests. After completion of internal assessment tests, the progress reports are sent to their parents. Exclusive Controller of Examination office is functioning in the Institute which is supported by the Exam cell coordinators of the departments for the effective conduct of internal assessment tests and model examinations. The evaluated answer scripts are given to the students to make them aware of the mistakes committed by them. Comprehensive result analysis is performed at the end of each test / examination to monitor the student performance. The results are discussed in the class committee meetings to take corrective measures.

As the first batches of students of UG are new to the semester system, the mechanism of the system is explained to the students by the advisors. The marks allotted for assignments, seminars and tests for the university internal evaluation are informed to the students through the advisors and the respective teachers.

The schedule of the cycle tests is informed to the students in the class room and is also displayed in the notice boards. The pattern of question paper is also informed to the students. Model tests based on university pattern are also conducted. The answer scripts of the model tests are evaluated by the teachers and the students are made aware of the evaluation methods followed by the university. The college has ICT Enabled Evaluation through LMS to test the level of understanding of students. As most of the faculty members are involved in the valuation of the university examination papers they are aware of the scheme of valuation of the university and are able to communicate the details clearly to the students. New faculty members are made aware of the evaluation process by the senior faculty.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The students are well informed during the orientation programme itself regarding the university norms for the award of internal assessment marks as well as the rules and regulations pertaining to the internal assessment tests and university examination.

The internal assessment tests are conducted by the centralized examination cell which ensures transparency. Three internal assessment tests are conducted during the semester to evaluate the performance of the students. Internal evaluation is made by the concerned subject teacher. The student can approach the teachers in case they need a clarification on the award of marks based on the scheme of valuation discussed in the class. The marks scored by the students are reported to the parents also by sending letters. The marks awarded based on the performance of the students without any bias. The corrected papers are given to the students and collected by the faculty after evaluation. The internal marks are uploaded in the Anna university website periodically within the time frame. The students can check their marks awarded for them from the university website also. The Institution adheres to the norms of the affiliating university in awarding the internal assessment marks.

Regarding internal evaluation, answers to questions and scheme of evaluation are discussed in the class room and the results records are maintained. The marks are communicated to the students, if there is any discrepancy in the internal evaluation, students can represent it to the teacher concerned. If a student's performance is not satisfactory in the internal test the matter is taken up with the parents by the respective advisors.

Weightages for behavioural aspects, independent learning, communication skills, etc., are given while awarding marks for seminar, assignments, projects, and practicals.

As per the university norms, for UG students, out of the twenty-five marks allotted for internal, twenty mark is allotted for test and five for assignment.

Behavioral aspects of the students are judged by their participation in external activities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The students have every right to make representation about their grievances in the evaluation process both at college level and university level. Those grievances are resolved as per the norms.

At College Level

Internal evaluation is made by the concerned subject teacher. The students can approach the teachers in case they need a clarification on the award of marks based on the scheme of valuation discussed in the class. Retests are conducted to the students who apply in advance for the same with genuine reasons.

At University Level

The university has introduced a scheme of applying for Photo copies of answer scripts for revaluation and also provides chance for challenging the valuation. The fees for challenging the valuation will be refunded if there is a change in the grade.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety.

The students are well informed during the orientation programme itself regarding the university norms for the award of internal assessment marks as well as the rules and regulations pertaining to the internal assessment tests and university examination.

The internal assessment tests are conducted by the centralized examination cell which ensures transparency. Three internal assessment tests are conducted during the semester to evaluate the performance of the students. Internal evaluation is made by the concerned subject teacher. The student can approach the teachers in case they need a clarification on the award of marks based on the scheme of valuation discussed in the class. The marks scored by the students are reported to the parents also by sending letters. The marks awarded based on the performance of the students without any bias. The corrected papers are given to the students and collected by the faculty after evaluation. The internal marks are uploaded in the Anna university website periodically within the time frame. The students can check their marks awarded for them from the university website also. The Institution adheres to the norms of the affiliating university in awarding the internal assessment marks.

The students have every right to make representation about their grievances in the evaluation process both at college level and university level. Those grievances are resolved as per the norms.

At College Level

Internal evaluation is made by the concerned subject teacher. The students can approach the teachers in case they need a clarification on the award of marks based on the scheme of valuation discussed in the class. Retests are conducted to the students who apply in advance for the same with genuine reasons.

At University Level

The university has introduced a scheme of applying for Photo copies of answer scripts for revaluation and also provides chance for challenging the valuation. The fees for challenging the valuation will be refunded if there is a change in the grade.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Academic calendar is prepared well in advance before the commencement of the classes. All the academic activities are planned and executed as per the academic calendar plan. Internal assessment exams are also scheduled and conducted as per the schedule. Assessment exams are scheduled as per the periodical entry in the web portal of Anna University.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The Institution has well defined Vision and Mission statements. Similarly each department has its own vision and mission statements which are formulated in accordance with the Institution vision and mission.

For each programme offered in the department, Programme Educational Objectives (PEOs) and Programme Outcomes (POs) have been formulated. For each course offered in a particular programme, Course Outcomes (COs) are defined. The mappings of all these parameters are done to measure the attainment. The attainment is measured using direct and indirect methods. Based on the attainment, curricular gaps are identified and Value Added Courses, Hands-on Training etc. are organized.

All these details are disseminated among stakeholders through Institution website, wall posters, brochures, Academic Calendar.

File Description	Document
Any additional information	View Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The teaching-learning strategies are structured to facilitate the achievement of the intended learning outcomes by designing the academic plan, lesson plan, suitable teaching-learning methods and by

implementing them with necessary additions or modifications as per need, and by evaluating the student's performance periodically.

At the end of the semester a model examination is conducted for both theory and practical subjects so that the students get prepared to the university examination well in advance. The model examination marks are analyzed and students are given necessary advice.

The students are required to submit two or more assignments in each subject in order to achieve more knowledge in the advanced technologies in the respective subjects.

Students give feedback twice in a semester on Teachers and Teaching-Learning System for corrective actions.

Students assess the level of achievement of course outcomes, at the end of every semester, to measure level of program outcomes achievements. In the Institute assessment measures have done as direct and indirect. Direct assessments provide for the direct examination or observation of student knowledge or skills against measurable learning outcomes. Faculty conduct direct assessments of student learning throughout a course are:

To assess the students directly, Direct Assessment Methods are followed such as Exams, Assignments, Projects, Tutorials, Labs, Presentations

The following are some of the indirect methods which are employed for the value of learning experience such as Alumni Survey, Employer Survey, Exit Survey, Ascertaining opinion or Self-reports.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 87.81

2.6.3.1 Total number of final year students who passed the university examination

Response: 1851

2.6.3.2 Total number of final year students who appeared for the examination

Response: 2108

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 9.5

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
4	3.5	2	0	0

File Description	Document
List of project and grant details	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 1.96

3.1.2.1 Number of teachers recognised as research guides

Response: 3

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institute is taking necessary initiatives to transfer the technology to the society for the benefit of mankind. The Institute is keen in creating awareness about transferring the research findings to the common man's usage. The faculty members also motivate and guide the students to involve in various society-related projects.

Every academic year, all the departments conduct various national level seminars and conferences where eminent researchers in specific area of research are invited for sharing their ideas and experiences. The departments also conduct hands on training, workshops and project exhibitions to demonstrate the new innovative ideas of the students.

Research facilities are made available to students to develop innovative projects. Financial assistance is provided for the students participating in the project contest. The Institution reserves some finance for partial sponsorship of project contests held in the department. Faculty members are supported with registration fee for their paper presentation in National and International conferences.

In the Department level, interested students will be assigned to one senior faculty and proper guidance will be provided to convert their innovative ideas into project proposal and encouraged for submission to funding agencies for financial assistance.

Faculty members from different department meets other department faculty members as and when need arise to discuss the leading edge research topics. The college has a Research council which comprises of subject experts from various departments and the committee monitors all the research activities. It meets every month to discuss the leading edge research topics in full length with other members for mutual benefits. As a result, many new research ideas have been generated leading to a good number of quality research papers.

Incubation centers are available in the Designed and fabricated college. Some innovative projects have been made by our students. . A bike which can be operated on Road and Water , Ignition and Locking System in Two Wheeler by Using Fingerprint and Numeric Password Systems, a light weight mini race bike, a solar operated bicycle and air operated vehicle.

Many MoUs are signed by Institution which paves way for initiating more industry Institute interaction. Experts from various industries visiting for delivering guest lecturers also provide a support for the industry-Institute interaction. The students go for industrial visit every year and few students are doing their final year projects / in-plant training in industries that aid for industrial interaction.

File Description	Document
Any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 19

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	6	5	0	1

File Description	Document
List of workshops/seminars during the last 5 years	View Document
Report of the event	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	View Document
Any additional information	View Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.21

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
58	39	34	17	4

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.09

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	20	12	8	13

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The college motivates the student's social participation and also drives to achieve its goal of providing higher technical education to create equitable society with ethical values. The Institute is conscious of its role in campus community connection, well-being of its neighborhood and has initiated a number of community development activities.

To track the involvement of students in various social activities, the Institute has established a mentoring system wherein each faculty members act as mentor for 15 students. They keep records of their participation in such activities. Faculty advisor has to file the student participation in such extension activities in the respective file.

The college is continuously organizing a number of extensions and outreach activities which are directly connected with students academic, social, cultural, community services etc., and the college management with the help of many voluntary organizations and NGOs organizes the outreach programs.

And our College provides the major extension and outreach programmes organized under the banner of National Service Scheme of the College with the details of faculty and student participation. The NSS student volunteers used to visit villages and extend their services regularly.

The NSS volunteers used to organize blood donation camp, free eye screening camp, free medical checkup camp, general awareness camp, rally for social awareness, cleaning the nearby villages, etc.

The various extension activities that the Institute organizes with active participation of its students serve two basic purposes. First, it help Institute fulfill its own social obligation of empowering and helping socially under-privileged groups by providing them with certain skills and knowledge that may be necessary for their social mobility in future. The second benefit of such activities is to create awareness among students of the Institute about the social realities of our country and expose them to the challenges

that they may face in future as business leaders.

The Institute takes the help of elderly and influential people like village head, members of gram panchayat to ensure the involvement of local population in its community development activities. To win the confidence of local population the Institute organizes various awareness programs like free dental & healthcare camps, Eye checkup camps, Village cleaning drives etc.

Regularly our NSS volunteers organize blood donation camp, free eye screening camp, free medical checkup camp, general awareness camp, rally for social awareness, cleaning the nearby villages, etc. along with the local population.

Teams consisting of senior faculty members are sent to various rural based higher secondary schools to guide the students about the various Scholarships (post-metric and other scholarships), fees concession for SC/ST students for professional courses, First graduate scholarship, bank loans for education etc. to continue their higher studies without ending with their school level education.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 3

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 9

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	3	0

File Description	Document
Number of extension and outreach programs conducted with industry, community etc for the last five years	View Document
Reports of the event organized	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 7.63

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
400	200	0	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document
Report of the event	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 28

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	7	7	6	0

File Description

Document

Number of Collaborative activities for research, faculty etc.

[View Document](#)

Copies of collaboration

[View Document](#)

Any additional information

[View Document](#)

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 5

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	1	1	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The Institution has an optimistic approach towards creation and enhancement of infrastructure to facilitate effective Teaching and Learning. The Institution enhances and upgrades the infrastructure based on curriculum requirement, technological advancement besides the feedback from teachers, parents, alumni and students. Required budget is allocated for creation, enhancement and up-gradation of infrastructure. Institution provides adequate space for effective teaching & learning process and encourages the student to develop their interpersonal and intrapersonal skills to approach life with confidence. E-learning facilities have been established to provide 24X7 learning environment. All the departments have been expanded according to the requirement and additional intake of the students. Institution provides facility for research and hence, many departments are recognized as research nodal centre by Anna University. Internet facility is provided and the campus is Wi-Fi enabled.

New infrastructure has been created to meet the growing needs of the Institution such as Computer Maintenance Cell, Examination Cell, Conference Halls, and Seminar Halls. The Institution has a state of art infrastructure which spread over acres of land. Each department functions in a separate block. The Institution has spacious class rooms and tutorial rooms and all are well-ventilated with lighting provision. Digital Class Rooms are available with Wi-Fi connectivity. Well established Lab in each department and possessing constructional area for more than required. Ten Academic Blocks are with spacious classrooms. Exclusive Laboratories equipped with about 1000 systems of latest configurations supported by 20 Mbps Internet connectivity.

We have well established Digital Library. We have membership in IEEE and DELNET. Students Chapter of professional bodies like ISTE, IEEE, IE, CAI, IETE and SAE are available. Two Seminar Halls are fully Air-Conditioned. Our college has transport facilities well connected with all the neighboring cities. Separate Hostels facility available for boys and girls with all In-House facilities.

RO Mineral Water is supplied in College & Hostels. We have Ph.D. qualified and experienced Faculty members in each Department. The facilities like LCD and OHP are provided in each department to promote teaching and learning process

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc. and cultural activities

Response:

The College encourages the students to take part in sports such as outdoor and indoor games. The College maintains a fully fledged sports activity centre which provides necessary facilities for conducting Sports and Games.

A spacious playground is available in our campus in which daily practice is given for the outdoor games such as Ball Badminton, Tennis, Throw Ball, Cricket, Kabaddi, Hockey, Hand Ball, Foot ball, Volley Ball, Athletic events etc. We train the students in indoor games such as Table Tennis, Badminton, Chess, Carom, Weight lifting, Power lifting etc. Our college has separate modern Multi Gyms for boys and girls students and staff usage. Students have participated in Zonal level Athletics events.

Our students have won Medals and Prizes in various competitions organized by Anna University through Zonal, Inter Zonal and National level participation and have brought many laurels to the college.

NSS unit of our Institute is functioning with 200 (100 Boys and 100 Girls) volunteers. Special camps such as Voter's ID Awareness Camp, Blood Donation Camp, and Medical Camps are organized periodically for the benefit of society with poor background. Apart from these camps, Awareness Programs on Environment, Tree Plantation, Healthcare and Traffic Rules are also organized.

The college has a wing of both Youth Red Cross and Red Ribbon Club. They organize various awareness programs such as AIDS Awareness Program, Eye Camp, and Literary Awareness Program etc., in the rural areas for their upliftment.

RO drinking water unit has been established in the campus to ensure safety water to all. The College Health Center is functioning in the campus with a part time general physician and a nurse. An Ambulance facility is also available for transport during medical emergencies to nearby hospital. Our college Cafeteria provides hygienic food and beverages at nominal cost from morning to till evening.

Cultural Activities:As the cultural activities are the integral part of the study, the students are permitted to participate in various cultural activities inside and outside the campus. It provides personal growth by learning skills, to meet new people and to pass on the cultural traditions. The Institute has Mind Teaser Club, Renewable Energy Club, English Literary Club, Fine Arts Club etc.,through which various competitions like oratorical, essay writing are conducted and the students are motivated to excel their skills.Students show their hidden talent by participating in the above clubs. The students actively participated in cultural activities during the annual day function organized by the Institute every year.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**Response:** 25.53

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 12

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 15.51

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
120	50	29	32	84

File Description	Document
Any additional information	View Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

We have a Library Advisory Committee, with Principal as the Chairman and Heads of Department are the Executive Members, Librarian as the secretary and faculty and students are the members. The committee

functions as a bridge between staff, students and library. The committee meets once in a semester.

Books required as per AICTE norms is sought from the departments every year and purchased as per the norms of the Institute. Journals requirements suggested by the Heads of Departments are also discussed in the meeting and recommended accordingly. The updated version of e-journals is printed according to HoD's recommendations.

College library is equipped with OPAC (Online Public Access Catalog) software. The library has online e-journals subscription for both staff and the students. Electronic Resource Management package for e-journals is available. Library automation is done by EASY LIB software. The library has 30 dedicated systems for digital library and the access is made easy for the students. Printers are available for public usage. A digital library is available with Internet band width/ speed of 20Mbps. We have Institutional Repository through NPTEL. Content Management system for e-learning is available. Participation in Resource sharing networks/consortia is done by DELNET.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Manuscripts are available in the library. Separate reference section is available with dictionaries and encyclopedia, general books and books related to competitive exams. The collection of rare books and other materials are also available. The students are permitted to take photo copy of the required material at nominal cost. ILL (Inter Library Loan Science) is available.

College library is subscribed to DELNET through which journals and periodicals can be accessed through Shodhganga@INFLIBNET. We provide opportunities for research students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership

4.e-books

5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Any additional information	View Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 3.42

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
4.02398	4.37328	3.38689	3.73226	1.56641

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students**Response:** 30.01**4.2.6.1 Average number of teachers and students using library per day over last one year**

Response: 440

File Description**Document**

Details of library usage by teachers and students

[View Document](#)**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

Our institution frequently updates its facilities including Wi-Fi. Peaceful Environment help the students to enhance their learning process and we offer highly updated computing facilities such as a CAD lab, Micro Processor lab, Micro Controller lab, Computing lab, etc. The institution has over 500 personal Computers with various operating systems. All the PCs have advanced configurations and all advanced latest software. Each department has a separate Computer Center. Communication plays an important role in the placement development these days so we installed Globarena software in the language lab. It helps the students to improve the four basic language skills such as Listening, Speaking, Reading and Writing. Our campus is fully furnished and equipped with Wi-Fi. Smart Class rooms are available for all the departments equipped with Wi-Fi projectors and screen. Our library has more than 20,000 books, updated with a digital storage server and E-learning materials. We have centralized Air conditioned Seminar hall. We provide flexible & cost effective network of transport. Presently the college busses are operated in different routes. Separate Hostels for Boys and Girls in the campus with all facilities. We providing free 24 hour internet facility in hostel.

File Description**Document**

Any additional information

[View Document](#)

Link for Additional Information

[View Document](#)**4.3.2 Student - Computer ratio****Response:** 4.69

File Description	Document
Student - Computer ratio	View Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line) <5 MBPS 5-20 MBPS 20-35 MBPS 35-50 MBPS Response: 35-50 MBPS	
File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS) Response: Yes	
File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Any additional information	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years Response: 33.46	
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)	

2016-17	2015-16	2014-15	2013-14	2012-13
160.41118	173.47819	120.16093	138.15455	173.47819

File Description	Document
Audited statements of accounts.	View Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

A separate maintenance department is functioning in the college with an Engineer as the head. A maintenance supervisor and maintenance assistants are available to look after the following:

Civil works like maintenance of building floors, walls and other furniture work are carried out time to time and log book register is maintained. Electrical maintenance work in all the departments as and when required. Three electricians are available to carry out maintenance repair work including generator and maintenance record is kept to monitor. Annual maintenance contract for maintenance of A/C machines and other sensitive equipments are entered with the vendors to carry out periodical maintenance of A/C machines, equipments and computers. In addition to that sufficient number of sweepers and other workers are employed to keep the places neat and clean. In order to provide portable drinking water to the students, water coolers are provided in each department and cleaning is done every day by the maintenance department.

Calibration of instruments and equipments are carried out for a period of once in six months depending on the requirement by Electrical department, Mechanical department, Electronics and Communication department, Civil and Physics department. They seek the assistance of external agencies in this respect, in addition to involving the lab assistants for this work.

All the systems and equipments in the laboratory are provided with UPS back up to protect from power fluctuations. However two Generator sets with the capacity of 200kVA and 125kVA are in usage.

Generators, Power supply units and Power backups (UPS) are kept under separate area to prevent any

damages to students and others. Proper information is displayed for each machine and other equipments in the laboratories for the sake of safety operation. During the power cuts, electrical supply is ensured in the campus by the operations of generators. In some departments, inverter facility is provided to tackle the electricity problem. To ensure constant water supply, RO plant is kept in the college to provide portable drinking water to students and faculty members.

File Description	Document
Link for Additional Information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 58.01

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
999	1040	983	976	865

File Description

Document

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.19

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
20	20	20	20	20

File Description

Document

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Any additional information	View Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 8.74

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
165	160	134	141	131

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 1.94

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
36	122	0	0	0

File Description**Document**

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 40.65

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
280	316	150	124	53

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)	
Response: 14.57	
5.2.2.1 Number of outgoing students progressing to higher education	
Response: 66	
File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)											
Response: 4											
5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years											
<table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2016-17	2015-16	2014-15	2013-14	2012-13	1	0	1	0	0
2016-17	2015-16	2014-15	2013-14	2012-13							
1	0	1	0	0							
5.2.3.2 Number of students who have appeared for the exams year wise during the last five years											
<table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>12</td> <td>10</td> <td>10</td> <td>08</td> </tr> </tbody> </table>		2016-17	2015-16	2014-15	2013-14	2012-13	10	12	10	10	08
2016-17	2015-16	2014-15	2013-14	2012-13							
10	12	10	10	08							
File Description	Document										
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document										

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 47

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	0	34	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

All the departments have a department student society, Student chapters of various professional associations and various social clubs. The Head of the Department, staff and students of the respective departments in consultation with the Principal choose the office bearers.

The College has various academic and administrative bodies that have student representatives. This representation helps them in their overall development. These bodies create more avenues for students to develop technical skill, updating knowledge, personality development and service to society through the following Societies/Associations. There are staff advisers to guide students in the smooth and efficient conduct of these activities. The various committees where the students are members such as Class Committee, Department Associations, Cultural Committee, Symposium/Conference Committee, Students (chapter/forum) Associations such as IEEE,ISTE,CSI,IE,SAI etc, Grievance Cell, Anti-ragging Committee, Sports Committee, NSS, YRC and RRC, Women Empowerment Cell, Literary club

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

File Description	Document
Any additional information	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Report of the event	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Institution has an Alumni Association and yet to register. The association is co ordinate by a senior faculty and one representative from each department. Its activities and major contributions for Institutional, academic and infrastructure development are significant.

The Institution has a web site for the alumni. It connects with all the alumni through social networking.

Alumni meet is conducted twice every year.

This facilitates regular interaction with the alumni and helps the department to understand their progress and obtain necessary feedback at the central level. The alumni Association convener co-ordinates the activities such as alumni meet, general body meeting etc.

Mock interviews are conducted by the alumni. Placements are arranged by them when there is an opportunity in their company where they work. Special lectures are given by the alumni members by sharing their experience at work place. Some of our notable alumni members are S.Sathishkumar (IAS officer), T.Premkumar (TCS), A.D.Senthilkumar (E funds), G.K.Sakunthaladevi (Seimens building technologies), S.Gnanasekar (L & T) D.Arunprasad (SouthernLand)

Company specific Alumni feedback is also collected time to time or the same input will be used to enhance the teaching learning process.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: 3 Lakhs - 4 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Any additional information	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The vision of the institution is to be a Centre of Excellence in Engineering, Technology and Management on par with International standards

The mission of the institution is to prepare the students with high professional skills and ethical values, to Impart knowledge through Best practices, to Instill Spirit of Innovation through Training, Research and Development, To undertake Continuous Assessment and Remedial Measures, To achieve Academic Excellence through Intellectual, Emotional and Social stimulation

Our college provides academic ambience through inspiration, fosters enthusiasm and motivation so as to realize challenging and rewarding career pathways to students.

Our unwavering commitment to quality education and experiential learning ensures that our students develop the abilities for critical thinking and evaluation of issues; they are trained to translate concepts and theoretical knowledge into real time situations.

Besides these, our students are molded to be socially aware and become responsible, to make effective contributions towards societal transformation and nation building.

Our affiliating University, Anna University Cgennai is one of the leading technological universities in India. The curricula is designed taking into consideration the technological advancement in the world and ever changing requirements of the job market, The program educational objectives, Program specific objectives and program outcomes are derived from the requirements of the Washington Accord for the Engineering and Technology worldwide. The Graduate attributes of the western countries are as similar of that of our engineering graduates.

We follow Choice Based Credit System(CBCS) and there is vertical and horizontal mobility in the selection of electives based on the student's choice. The curriculum incorporates Life long learning skills as one of the graduate attributes by offering many courses with credits such as Engineering Ethics and Human Values.

Language Laboratories provide opportunities to learn foreign languages to equip the student to face the challenges and opportunities in other countries.

E Learning Resources provide an equal opportunity to students to learn the latest technologies and update themselves with the requirements of the changing job market.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

6.1.2 The institution practices decentralization and perspective management

The administrative activities of the Institution are managed by the Chairman and the Secretary of the Trust. The academic activities of the Institute are managed by the Principal.

The college has Governing Council, for its perspective, policy, financial planning and management, meeting twice or more in a year. The agenda focuses on comprehensive development and on continuous improvement for steady growth of the college. The Council monitors the formulation, programme implementation and evaluation, reforming with special reference to quality and standards of academic and industrial expectations. Based on the decision made in the Governing Council meeting, the Chairman extends valuable support to the Principal in order to implement the plans and policies of the College.

The academic activities of the institution are managed by the Principal. The principal ensures, implements, and execute the quality policy and plans, he takes care of well planned academic activity that leads to the attainment of stated quality policy, Co-ordination with senior faculty members in improving the image building of the Institute, Enhancement of the reputation of the Institution, through various social welfare activities, placement activities initiated, Best functioning of Grievance and redressal committee through an effective feedback system, Inculcation of the social transformation through the activities of YRC, NSS etc.

- The entire department conducts National level Symposium, Workshops and Conferences organized by students as President, Vice President, Treasurer and other Volunteers. Student members are nominated in hostel committee meetings.
- Various professional societies, clubs involve students in administrative capabilities to inculcate the organizing skills among them.
- Students' head in NSS, YRC, GEMS Club, English Literary Club, Mind Teasers Club etc.,
- Decentralization at various levels such as HOD, class committee chairman, class Advisors, lab-in charges, Counselors – one faculty per fifteen students, convener for coordinating various activities enable the faculty members to enhance the leadership attributes.
- The senior faculty members are appointed as conveners for various committees given full autonomy in decision making.

The college delegates the plan of the academic activities every year as per hierarchy of organization. The major decisions for the function of the Institution and objective of the Institution will be taken in the Governing Council meetings.

Department heads are authorized to take decision in the department level. The necessary support is

provided by the Management of the Trust.

The College promotes a culture of participative management. The college has practice of listening to voices from the students and faculty members through proper channel. There will be class committee meeting for all classes headed by the class committee chair person who convenes the meeting as scheduled. It is the platform for the students to notify their needs in academic and non academic parts. Minutes of class committee meeting will be sent to the Head of the Institution.

Department meeting will be conducted by the HODs in order to address the grievances and in turn will be passed to the top management.

NAAC

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

This college has prepared a Perspective Plan for the period of Five years commencing from academic year 2015-2016 to academic year 2019-2020 by taking into consideration the quality indicators determined by NAAC. In the preparation of the Perspective Plan, the Academic Implementation Committee (AIC) of the college has taken initiatives inputs from all stakeholders, their expectations, management policies and goals and objectives of the college are considered as a base for formulation of the perspective plan.

Regarding curricular aspects the following things are considered such as Appointment of Qualified Teachers, Conduct of Academic Audit, Strengthening of Existing Programmes, Quantitative Strengthening of Existing Programmes, Augmentation of Academic Infrastructure, Qualitative Strengthening of Existing Programmes, Use of ICT in Teaching Learning System, Seminars and Workshops, Deputation to Seminars and Workshops, Development of Linkages, Effective Communication of Curriculum Design and Development to Faculty, Feedback on Curriculum

Regarding teaching-learning Process the following things are considered such as Innovations to be Introduced in Admission Process and Student Profile, Monitoring of Teaching-learning Process, Introduction of Specialty Programmes, Recording of Attendance, Recognition of Merits, Academic performance of students shall be recognized by organizing the felicitation, Catering to Diverse Needs, Supporting Academic Programmes and Policies Proportionate to Needs of Students, Encouragement to Students, Guest Lecture Series, Conduct of Revision and Interactive Sessions, Parent Meetings, Invitation of Parents' Views, Access for Information, Strengthening of Innovations and Discipline in Teaching-Learning Process, Academic Calendar

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college is managed by Sri Thirunavukkarasu Dhanalakshmi Educational and Charitable Trust. The Secretary and Chairman were concerned with the implementation and operations of the academic and administrative aspects. The Principal governs the academic and administrative departments of the college. The Deans along with the HODs are in-charges of the academic activities of the Department. The teaching staff takes care of the academic activities with co-curricular and extra-curricular activities. The office administration includes accounts maintenance, hostels, are coming under manager administration.

Organization structure of Arasu Engineering College is a decentralized type with Board Of Trustees on the top of decision making followed by Advisor/Correspondent, Principal. But The administration of the academic and non academic activities are carried by various Cells and Committees formed and authorised in the governing council. Committees such as Sports Committee, Cultural Committee, Library Advisory Committee, Hostel Committee, Placement and Training, Anti Ragging and grievance redressal committees will include student representative (Nominated and or elected) thereby management wants the decision making is in the hands of the students.

Recruitment cell is chaired by the Vice Chairman along with Principal, Advisor, HODs and University Nominee to ensure transparency in the selection process.

College Development Cell is headed by Vice Chairman with representation of Advisor, Principal, HODs and Alumni and philanthropists as well with an aim of developing the institute as an institution of excellence.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Any additional information	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document
ERP Document	View Document
Screen shots of user interfaces	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Various committees have been formed for the effective conduct of academic activities. Meetings are held by the committees periodically and the minutes of meetings are recorded. The committees such as institution development committee, budget committee, purchase committee, library advisory committee, time table committee, academic committee, periodical test and analysis committee, question paper review committee, result review committee, students attendance and performance review committee, ragging prevention committee are functioning.

As per the library committee recommendations, books are bought for the students and given to the students for every semester.

Some of the important resolutions identified and implemented through various Cells/Bodies and Committees are listed below.

1 - Governing Council - Formation of Committees and Allocation of Budget for functioning. Promotion of Research culture in the institution by allocating seed money.

2 - Research Committee - College decided to apply for UGC 2f and 12B in 2017 and we received the status in February 2018. Now Research cell is functioning more vigorously and intends to prepare Research Proposal and apply to Agencies such as UGC/IST/DST/AICTE etc.

3 - Library Advisory Committee - Resolution was to start best library user Award 2018 and the implementation is in progress.

4 - College development Cell - Resolution was to build New Girls Hostel and Rest Room in 2017 and the construction is over in January 2018.

5 - Cultural Committee - Resolution was to start Yoga and Meditation in 2016 and implemented.

6 - IQAC Cell took many resolutions such as Integration of ICT in Curriculum, Implementation of Outcome based Education, Implementation of Learning Management System, Implementation of Green Audit, Academic Administrative Audit, ISO 9001 Audit etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The college is implementing various schemes for the welfare of the teaching and non teaching staff members.

The staff members are encouraged and given financial assistance to pursue higher education, to attend FDP in their field of interest, to attend and present research papers in National/International conferences, to publish research papers in refereed journals, to organize seminar, guest lecture, FDP for faculty members.

Orientation programs are conducted for the newly recruited faculty members once in a year to enhance their teaching ability

Faculty members were appreciated and motivated for their performance by means of certificates and cash awards. The faculty members are encouraged to attend the seminars conferences as well as refresher courses organized by university and AICTE by providing on duty.

Cash awards and Appreciation certificates has been provided to the faculty members for their best performances in academic for providing 100% results. The faculty members were given on duty to attend or either participate as a resource person in the outside world.

the Institution provides the following towards retaining and motivating the employees such as Conducive working environment without any pressure, EPF, Group insurance, Vacation for teaching and non teaching staff members every semester, 12 Days casual leave per year, 7 Days wedding leave, Free transportation for both the teaching and non teaching staff members, The faculty members are appreciated with incentives, promotions and rewards

File Description	Document
Any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 6.02

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	7	15	1	11

File Description

Document

Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 4.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	2	1	1	7

File Description

Document

Any additional information

[View Document](#)

Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).

[View Document](#)

Reports of Academic Staff College or similar centers

[View Document](#)

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)

6.3.4 Average percentage of teachers attending professional development programmes viz.,

Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 17.22

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
45	18	0	4	46

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The Management, Principal and HoD's are involved in the review of the performance appraisal report. Top management reviews the performance of the faculty's appraisal, which reflects in increment, incentive, allowances and promotions in turn this will be communicated to the respective members. Promotion order copies are also filed in their individual files and maintained in the Principal office.

Faculty members have been asked to fill the annual performance appraisal report every academic year. Appraisal based on the following criteria such as Experience (Teaching & Industry), Activities and Contribution made in academic and administration (Institution level, Department level & National level), developmental activities, Research, Contribution to the placement, self appraisal of the respective.

Every year, faculty members have to submit a self appraisal form. This Performance Appraisal of the faculty is evaluated according to the split up of marks for his/her teaching methodologies, course delivery, correction of answer scripts, regularity in taking classes and uniform coverage of syllabus and etc., These points carries 90 marks out of 100. Performance appraisal reports give quantitative assessment of a teacher on three Key Result Areas namely, Teaching, Research and Service. The targets are set for each of the categories. The faculty members below the minimum target level are advised to attend Faculty Development Programmes inside or outside the college and opportunities are given for their improvement.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Once in year statutory audit is conducted by the professionals. Audit is done by Government recognized Chartered Accountant.

Internal audit is performed twice in a year.

Fee collected from students is the major source of the Institution. In addition management is funding for capital expenses like new building and major equipments required if any. The audited income and expenditure statement for all the previous years are available with accounts section of the college. Excess fund required for the development is contributed by the management. Thus audit plays an important role in controlling the financial activities.

The financial resources of the institute are managed in a very effective and foolproof manner. There is fully computerized accounts department in the institute.

Each and every transaction is supported by the vouchers. All the collections are in the bank and all expenditures, recurring and non-recurring, are incurred through cheques. Only duly authorized persons can operate the bank account. Department heads prepare the budget proposal based on their requirements and submit to the management every academic year. The top management reviews the budget proposals and approve accordingly. The purchase will be made strictly following the given budget proposal. If any deviation occurs in the budget, respective HODs have to address the issue and give justification so that subsequently the same will be approved. Following this procedure, unnecessary purchases are avoided and the available funds are effectively utilized.

The institution has a pre-defined mechanism for internal and external audit. Internal audit conducted by the internal auditor of the Institute. External audit conducted by the chartered accountant. At the end of every academic year stock of every department is verified by the team of faculty members from other departments who act as internal auditors. The qualified remarks if any, given by the auditor are taken into consideration for future course of actions.

File Description	Document
Any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)**Response:** 7.5

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.5	1.5	1.5	1.5	1.5

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

Fee collected from students is the major source of the Institution. In addition management is funding for capital expenses like new building and major equipments required if any. The audited income and expenditure statement for all the previous years are available with accounts section of the college. Excess fund required for the development is contributed by the management.. Optimal utilisation of funds is ensured by allocating proper funds to the concerned areas. Stake holders from the respective departments are involved in the budgeting process.

6.5 Internal Quality Assurance System**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

Institution has various Quality Assurance activities as Listed.

Quality Management System in line with ISO 9001:2008 , Academic Audit is conducted by External Peers, Internal Academic Audit is conducted by IQAC Cell. ISO certification is obtained to demonstrate College's commitment towards fulfilling the Quality initiatives . Also to demonstrate transparency in all the activities of the college

Student and Alumni representatives are also there in the functioning of the cell

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC proposes some procedures for enhancing the teaching learning process. Department heads allocate the subjects to the faculty members based on their specialization and potential. As per the Anna University curriculum teachers prepare the lesson plan and get it approved by heads. Students will be assessed by Terminal Tests and model examination accordingly and internal marks will be given to the students. Class committee meeting is held three times in a semester to reveal their results and to fulfill their grievances. Assignments, seminars and models are given to the students for exposure of their subjects. Finally course portfolio of the subject is submitted to the HOD which completes the teaching learning process of the semester.

File Description	Document
Any additional information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 3

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	4	2	1

File Description	Document
Any additional information	View Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Any additional information	View Document
Details of Quality assurance initiatives of the institution	View Document
e-copies of the accreditations and certifications	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Due to continuous monitoring and follow up by the Governing council and by various committees, the total assets of the college in terms of infrastructure like auditorium, laboratories, play grounds, waiting halls, and equipments and machineries, number of books, journals in the library, number of computers in

the laboratories were increased for providing conducive environment for better teaching learning. This shows a gradual increase in results and placement. In recent few years, continuously our students are going to abroad for higher studies which shows that our students are becoming globally competitive. Our placement records and various recognitions from reputed organisations are the evidences for our gradual improvement. The institute encourages and sponsors the staff members to pursue higher studies under part time mode from reputed Universities. It also continuously encourages the staff members to take part in various conferences, faculty development programs, workshops, field visits, etc. The statistics on the number of staff members completed their Ph.D and attended various programs shows an increasing trend.

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 4

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	1	0	0

File Description

Document

Any additional information

[View Document](#)

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

The cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., well incorporated into the curriculum itself. The subjects such as Professional Ethics and Human Values, Environmental Science and Engineering are included in the curriculum as core subjects. The women empowerment cell in the Institution organizes programs regularly for girl students. There is no gender bias in the Institute. ENVIRONMENTAL EDUCATION: The Institution has adopted rain water harvesting system to increase the recharge of ground water by collecting the rain water from the catchment areas and storing in reservoir (pond). HUMAN RIGHTS: The College has formed an Anti-Ragging committee with the Principal as the convener. This committee effectively controls ragging, which is a violation of fundamental human rights and human values. At the beginning of every year, this committee forms an Anti-Ragging Squad for the control of ragging. ICT -The ICT (Information and Communication Technology) activities are in practice for the information and communication enrichment with the students. The staff in-charge of training and placement form the e-mail groups to convey the placement details, placement requirements and commencement of trainings and interviews. The entire campus is connected

through LAN and Wi-Fi. We are one of the members of ICT Academy of Tamilnadu(ICTACT), an Initiative of Government of India, Government of Tamil Nadu and Industry which is a not-for-profit autonomous organization focusing to improve the quality of students passing out of Institutions in Tamil Nadu, to make them industry ready and immediately employable in the ICT industry. Our faculty members have been trained by ICTACT and transfer the needs of the industry to the students.

WOMEN EMPOWERMENT CELL - Women Empowerment Cell of our college is established to empower our women students and staff to make them understand and react suitable to the issues pertaining to women students. In addition to discussing their issues and concerns, the cell creates awareness of rights and responsibilities. The cell functions arduously to enhance their status and thereby empowers them intellectually and various awareness programmes are arranged under the auspices of this cell to empower women students.

The college sensitizes its staff and students on issues such as gender, inclusion and environment by arranging lectures, workshops, seminars, documentary film, invited talks and paper presentations. Women empowerment cell is also functioning in our Institution. The students and staff member of both the genders are treated equally in all aspects. The staff members and students are treated equally in religious aspects. NSS camps are organized for the students every year. Social issues and plantation of trees are given importance during the camps. Blood donation camp is organized by NSS frequently. The students come forward and donate blood for the benefit of the public. Regular medical checkup for the staff members conducted by YRC every year for the benefit of staff members. Seminars are conducted on Women Empowerment.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 3

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 5250

7.1.3.2 Total annual power requirement (in KWH)

Response: 175000

File Description	Document
Any additional information	View Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 20

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2000

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 10000

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The waste management system is very effectively implemented in our college. The solid wastes are collected and disposed in a safe manner. So many people are employed to dispose the waste. The sweepers collect the wastes and dispose it. The solid wastes such as paper, and other materials are collected and disposed.

The liquid waste management is done in a recycling process.

The Institution takes a serious measure for waste management, universal wastes" such are [fluorescent light bulbs](#) , some specialty [batteries](#) (e.g. lithium or lead containing batteries)and e-wastes have been properly disposed.

E-wastes are considered dangerous, as certain components of electronic products contain materials that are hazardous, depending on their condition and density . Discarded computers, copiers, fax machines, electric lamps, audio equipment and batteries are properly disposed.

The following are the measures taken by the college to make the campus eco-friendly; Energy conservation The energy conservation leads to the saving of electric power. The avoidable losses are quantified and the ways for reduction of these losses are identified and implemented. The contact surface uniformity is maintained in the HT circuitbreakers to ensure their efficient operation. Energy efficient fuses are used. Rain Water harvesting All the buildings are equipped with rain water harvesting system to accumulate the rainwater, rather than allowing it to run off. It increases the ground water level significantly.

The large number of trees planted throughout the campus plays a vital part in carbon neutrality. Also, as an initiative for reducing carbon footprints, all the computers in the campus have LCD monitors. We have also used CFL lamps wherever possible to minimize the carbon emission. Plantations We plant around 200 saplings every year and the whole college is surrounded by lush green trees. Hazardous waste management The Institution takes a serious measure for waste management, universal wastes" such are fluorescent light bulbs; some specialty batteries(e.g. lithium or lead containing batteries)and ewastes have been properly disposed. E-waste management E-wastes are considered dangerous, as certain components of electronic products contain materials that are hazardous, depending on their condition and density.Discarded computers, copiers, fax machines, electric lamps, audio equipment and batteries are properly disposed

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain Water harvesting: All the buildings are equipped with rain water harvesting system to accumulate the rainwater, rather than allowing it to run off. It increases the ground water level significantly. The lush green campus provides the facilities such as Rain Water Harvesting, Well Grown Trees

Green Audit is conducted by both Internal and External Agencies. The methodology and implementation of the green audit findings are recorded in a manual .Institution maintains a clean and green environment within the campus. The Institution ensures the green environment by establishing a separate maintenance department. The maintenance team takes care of the up-keeping of the environment and ensures to keep the surroundings clean. It maintains the lawn and plantations by employing gardeners and the cleanliness has been maintained by employing sufficient number of sweepers. The maintenance staff membersdo periodic checks and maintain records for the same. The green audit of the campus and its facilities is a regular event in this Institution. Our Institution takes more interest in maintaining the campus highly eco- friendly and energy conservative. The campus looks green by planting more trees which ultimately gives a pleasant feeling for the students to learn and for the faculty members to work. Many initiatives are taken by the management to inculcate the eco-friendly culture among the student community.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**

c) Pedestrian friendly roads

- Plastic-free campus
- Paperless office
- Green landscaping with trees and plants

Response:

Institution maintains a clean and green environment within the campus. The Institution ensures the green environment by establishing a separate maintenance department. The maintenance team takes care of the up-keeping of the environment and ensures to keep the surroundings clean. It maintains the lawn and plantations by employing gardeners and the cleanliness has been maintained by employing sufficient number of sweepers. The maintenance staff members do periodic checks and maintain records for the same.

Our Institution takes more interest in maintaining the campus highly eco- friendly and energy conservative. The campus looks green by planting more trees which ultimately gives a pleasant feeling for the students to learn and for the faculty members to work. Many initiatives are taken by the management to inculcate the eco-friendly culture among the student community. The lush green campus provides the facilities such as Rain Water Harvesting, Well Grown Trees and Water Reuse Treatment Plant.

Most of the communications are done by sending mails among the staff members. Circulars and notifications are sent by using electronic methods such as mail, and social networking sites.

The roads are laid in a eco friendly manner. The roads are laid in such a way water can be stored in whole college. Most of our students are coming by bicycles. Use of plastics is not allowed in our campus. Tree plantation is carried in our college. We plant around 200 saplings every year and the whole college is surrounded by lush green trees.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.34

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	1	1.5	1

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 21

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
9	12	0	0	0

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 9

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Days of national importance are celebrated in the college. Great personalities of Indian leaders' birth and death anniversaries are also celebrated. Eminent personalities are invited during Republic and Independence Day celebrations. Competitions are conducted among the students during the celebrations. Such programmes enhance patriotism and national awareness among students. Various activities and programmes were conducted on Swachh Bharat Abhiyan, Voters day, Knowledge day, Women's day and Teacher's day.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The administration of this institute is clearly done by the Governing council members and the staff of this institution. The authority disseminated to various levels were clearly defined. Frequently various internal audits were conducted for the smooth functioning of the institution. The periodical inspection reports were verified by the trust members and the chartered accounts. The handling of revenue is done with proper accounting and proper approval. Based on the budget proposed the allocation of funds were done and monitored for proper utilisation.

- The Advisor of the College guides, coordinates and monitors the administration regularly through the Principal in consultation with IQAC.
- IQAC is serving as a bridge between the top Management and Staff and co-ordinates all the academic and administrative committees constituted in the institute.
- The Principal is ably assisted in the day to day administration by the teaching and the non-teaching staff in all academic and administrative matters respectively.
- The college utilizes the services of the duly accredited Chartered Accountants for conducting the audit of the financial operations of the institution.
- The Principal is ably assisted in the day to day administration by the teaching and the non-teaching staff in all academic and administrative matters respectively.
- In these meetings the College matters relating to finance, academics and development are discussed, future projections are formulated and progress is reviewed and evaluated.
- Various Committees too help in this regard. Two representative of the Teaching faculty is on the Governing Council.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)**Response:****Best practices**

1. Title:

Tutor ward system

1. Objectives:

The objective of this tutor ward system is to monitor, educate, inform, regulate and empower the students' progress among the parents and students. The intended outcome of this practice is to make the parents aware of their ward's progress towards achieving success in his/her field of studies.

1. The context:

The contextual feature behind the system is to make the parents aware of their ward's growth. The challenging task is that most of the parents are illiterate. Even some of the parents are not able to read, write and use mobile phones. In this context, the tutor ward system helps the parents to know about their ward's progress.

1. The practice:

Each staff is allocated with 15+ students under this system. The allotted students are monitored by the faculty and they inform the parents periodically. The staff will meet the students and counsel them periodically. The progress of the students is informed to the parents by letter. As most of them are not able to read we call them in person and explain. Parents meetings are conducted periodically. Weak students are identified and given extra coaching for them to achieve success in their field. As monitoring, assessing and mentoring are the basic criteria of higher education system of India, this system is on par with the context of higher education.

1. Evidence of success

Students' performances are assessed periodically. Weak students are identified and given extra coaching classes. This has good impact in their studies and results. The weak students have good success rate in the examinations against the fixed targets.

1. Problems encountered and resources required

The problems encountered during the practice are co operation of the parents and lack of awareness about technical education among parents. As most of them are not aware of the importance of higher education system, steps are taken to make them aware of the technological growth by conducting awareness programmes.

1. Notes

The system has helped to reduce the gap between the teachers and parents. The parents are aware of their wards periodically and this system helps them to take steps to improve their wards whenever necessary. The system can be applied to other colleges based on their requirement.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Our institution is located in a rural area. Many of our students are from villages. Many students belong to first graduate category. Keeping this in mind, our college gives more importance to enhance the skills of the students to face the global challenges. Motivational programmes are conducted to make them aware of the society. Experts from all walks of life, Indian Police Service (IPS), Indian Administrative Service (IAS), Doctors, Environmentalists, Social activists, legal experts, business people, Human resource managers, sports personalities, and motivational speakers are invited and awareness programmes are conducted to enhance the skills of the students in all aspects to face the society with confidence.

Moreover the students are encouraged to face the updated technological developments in the field of science and technology. Students are encouraged to participate in the programmes such as Hackathon and ICT youth Talk. Certificate courses are conducted by international certified organization such as AUTODESK in collaboration with ICTACT.

File Description	Document
Any additional information	View Document

5. CONCLUSION

Additional Information :

Arasu Engineering College has created impact in the surrounding area by way of imparting quality technical education, AEC has implemented Quality Management System in line with International standard ISO 9001:2015 and is certified by BVQI a leading ISO Certification Body.

Institution is blessed by many educationist and philanthropists to name few are Late Dr.APJ Abdul Kalam visited our campus in the year 2015.

Concluding Remarks :

Arasu Engineering College, Kumbakonam is established by Sri Thirunavukkarasu Dhanalakshmi Educational and Charitable Trust. It was registered as a public charitable trust in the year 2000 to serve the society. The trust is doing yeomen service in the field of Technical Education and Research.

It is the first Engineering College started in the Kumbakonam. It started with the aim to accelerate academic, social and economic development. It is one of the leading Engineering colleges affiliated now to the Anna University, Chennai. The Campus is spread over an area of 50 acres with gorgeous background of Temples. The Fresh air, sweet medicated water from Cauvery River. The Serene area provides pleasant atmosphere for the students to concentrate well on their studies.

Arasu Engineering College offers programmes that have been approved by All India Council for Technical Education with three programmes at the Under Graduate level in the year 2001-02. The college at present offers Six Under Graduate Programmes and Three Post Graduate Programmes with the approval of AICTE and Anna University Chennai.