

# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**ADHI COLLEGE OF ENGINEERING AND TECHNOLOGY**

NO.06, MUNU ADHI NAGAR, PULIYAMPAKKAM POST, NEAR WALAJABAD,  
SANKARAPURAM.

631605

[www.adhi.edu.in](http://www.adhi.edu.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Adhi College of Engineering and Technology (ACET) was established in the year 2008, is a non-profitable, and non-minority institution. The trust comprises a team of highly respected and recognized professionals in the field of academics, management and industry, dedicated to creating an institution imparting quality technical education. ACET is a self-financing college approved by the AICTE, New Delhi and affiliated to Anna University, is located near to the industrial town Oragadam, which has close proximity to Chennai, Tamil Nadu. ACET believes in “**ARE** we there-**Academic; Research; Extension**”, thereby creating a unique identity in the academic arena. The thrust has been derived from the element of success in the form of **Integrity, Serenity, and Rebellion**. Pragmatic methods for molding the students, sustained development and periodical change in the system in accordance with the growing demands and progressive through process is our motto. ACET is continuously striving towards achieving its goal of imparting skill oriented value base quality education to its students with rural and semi urban background that constitute the major part of its students to strength. The college offers the following 5 Undergraduate Programmes in the fields of Civil Engineering, Mechanical Engineering, Electrical and Electronics Engineering, Electronics and Communication Engineering and Computer Science and Engineering, 2 Post Graduate courses in Engineering.

To promote research and development in technology Dr. A.P.J Kalam Centre for Advanced Research offers Ph.D Programme (Internal / External). The offering Ph.D courses are Mechanical Engineering, Electronics and Communication Engineering, Physics and Chemistry.

### Vision

To become a benchmark of excellence in thrust areas of higher education in a global context.

### Mission

“To impact knowledge through quality education.”

To create a sustainable teaching-learning ambience for honing skills to achieve in a global scenario.

To prepare young minds for the challenges of an aspirational society through a holistic education.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Supportive and dynamic management.
- Excellent support from governing council.

- Vibrant Academic Council members.
- Effective functioning of student advisory system (Mentor).
- Functioning of collaborative research centers.
- Having the recognized as Research centre's by Anna University, Chennai.

#### Promoting the R&D activities

- Laboratories are well equipped, maintained and spacious.
- Scholarship for meritorious students.
- Wi-Fi enabled campus with capacity of 58 Mbps internet support.
- Signed MoU's with International University for academic exchange Programme.
- Providing a ragging free campus.
- Well qualified, dedicated and diversified faculty

#### Specialization in different areas.

- Team culture and a strong academic system.
- The merit scholarships and free abroad studies are helping the students to develop their inner skills more effectively.
- More than 90 % placement in this year.
- All digitalized Smart Class rooms
- 24 hours Electric Power in our campus to strengthen the continuous function of academic and administrative activities. Three Electric power generators are standby.

#### **Institutional Weakness**

- The institute is an affiliated college to Anna University; hence there is a limitation to alter the Curriculum.
- Rural locale.
- Gap between research expectation & support.
- Progression to higher education is low due to the self employment.
- Looking forward for more funding from various funding agencies.

#### **Institutional Opportunity**

- Use of technology and ICT to make teaching learning process more students centric to elicit interest.
- Preparing students for government / public sector competitive examinations.
- Continues encouragement to participate in various curricular and extracurricular activities to show their hidden talent and interact with students of other Institution.

- Diversification of skill oriented programmes in context of emerging industrial growth.
- Societal trends.
- International students leadership program
- Scholarship for students studying Post graduate in abroad.
- support for entrepreneurship

### **Institutional Challenge**

- Balancing between Academic, Research and Administration
- Socially and economically backward students with low aptitude for language and Qualitative skills.
- Constant changes in technology.
- Twinning and faculty/student exchange programme yet to be introduced
- To get through in competitive exams
- To establish more centre of excellence.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The College being an Institution affiliated to Anna University, Chennai adapts to the syllabi prescribed by the University. The academic activity planning is made well before the beginning of every semester for making the teaching and learning process more effective and useful for students. The institution publish the academic calendar based on the schedule published by anna university which covers Internal assessment schedule, syllabus coverage schedule, activities. Internalizing the needs of the primary stakeholders the students and keeping in sight the expectations of other stake holders, teachers practice different techniques to achieve the set outcomes for each course and the overall attainment of the outcomes of each program. ICT enabled class rooms have been provided for effective curriculum delivery and helping students for easy learning. International and Industrial collaborations MOU's are facilitated to enhance the advance learning process of the students. Academic flexibility is provided to the students to choose the elective subjects from their own interest and technical proficiency from the list of subjects given by the university. Students are encouraged to undergo in plant training which promotes collaborative learning. The identified gaps in curricula are bridged by value added courses and extending the contents of the course beyond the prescribed syllabi. Guest lectures by industry experts, Industrial visit, help to improve the domain skill of the students. Faculty, members of the Boards of Studies utilize their experience and expertise in suggesting valuable modifications in the University syllabi, in the interests of the students and the prospective employers.

### **Teaching-learning and Evaluation**

The College being one of the well- known self financing Institution, the admission through Management Quota (35%) is completed early due to the demand. The seats through Single Window Counseling (SWC) conducted

by Anna University are filled within first week of SWC except for a few seats reserved for special categories of students. Admission through Management quota is unbiased and as per the norms of Consortium of Self-Financing colleges. Based on student's performance in assessment test, they are segregated as slow learners and toppers; the slow learners are attached to a doctorate and senior faculty members were given remedial classes, additional question answers books and explanations are provided in small groups. Also slip tests, assignments and mini projects are conducted to evaluate the effectiveness of teaching learning process. The assessment for the theory courses are carried out by the three cycle test and one model examination and the gap analysis in course delivery and teaching learning process are rectified periodically. Various innovative teaching methods including PPT, video clippings etc., have been introduced, to make the processes more effective. For laboratory courses the observations and records are evaluated on weekly basis. Also, Viva-voce is conducted during regular lab hours and model lab examinations are conducted at the end of the IAT exams. Faculty one to one meeting is conducted every semester which keeps faculty information their strength need to be consolidated and the weak areas that need to be strengthen.

### **Research, Innovations and Extension**

Four departments are recognized Nodal centers by Anna University Chennai and offers Ph.D/M.S by research. Research Committee consisting of Director research and professors from all departments regularly monitor research activities and address the issues of research. Eminent scientist and research experts are invited to deliver motivational lectures for faculty and the students to illuminate research interest. Faculty members are allowed flexibly to use the E-Resources anywhere in the campus such as E-journal, NPTEL and technical video etc., for effective teaching and learning process. The faculty members are exposed to the research culture by the numerous national / international level seminars and conferences organized by the college and by other institutions. The research publications and presentations have been well received and cited by other researchers. The ethos is transmitted to the students who inculcate the interest and rise to the demands of teachers as researchers. Project proposal are prepared on thrust areas and send to the funding agencies for external funding. International conference by the department of Mechanical and national conference by Electronics and Communication are conducted to promote research among faculties and students. Many of the initiatives of research and innovation are showcase during science day and engineers day exhibitions to reach student's community. The Institution has taken lot of initiatives to help the society through YRC/NSS. The activities have been carried out through Inspire club by organizing Career guidance Programme for schools located in rural areas donated flood relief materials for Chennai during floods, blood donation camp etc.

### **Infrastructure and Learning Resources**

ACET is sprawled over an area of 10.47 acres within 8 km distance from Oragadam, industrial Area. The instructional area covers spacious class rooms, tutorial rooms, laboratories and faculty rooms. Computing centre, photocopying facility, health care centre, spacious canteen with hygienic food, residential blocks for girls and boys, play ground with tennis, basketball and shuttle courts and games such as table tennis, chess and carom, Seminar halls and A/C auditorium add to the infrastructure extravaganza of the college. The college has a full-fledge language lab to impart knowledge in English and communication skills. Students are also provided with resources to prepare competitive examination for their career advancement. The college has best ICT facilities like 408 systems with licensed software as per requirement with LAN and 58 Mbps Wi-Fi facility, 29 printer and 38 projectors. Every department has smart classrooms, department library and seminar halls.

Separate hostels for girls including A/C rooms and boys are available equipped with gymnasium, reading and recreation rooms, CCTV surveillance facility and indoor games. Potable R.O water supply, uninterrupted power supply through invertors and generators, fire extinguishers for safety and buses to transport students from various parts of the city are the basic well – maintained infrastructure. Food court has spacious dining hall and its operation and maintenance including the preparation of food is closely monitored to ensure nutrition and hygiene. Green environment consciousness is ensured with Sewage Treatment Plant and Recycling plants, Rain Water harvesting in all buildings and having more than 150 trees on campus.

### **Student Support and Progression**

In order to sustain the academic development, a strong back up system has been developed. The financial needs of the students are addressed through facilitating the procurement of Government scholarships every year and by extending free boarding and lodging for very needy students, accepting the tuition fee in installments etc. Academic flexibility is provided to students to select elective subjects, and also they are encouraged to become Professional body members. The institution ensures its commitment by effective functioning of academic activities as per the academic calendar which is circulated to the entire department and displayed in the institutional website. Psychological training is given to the first year students those who are stepping to our college as a fresher, to make them to realize the significance of real life and the college life. Our institution conducts periodical parents meeting to present away all the institutional activities to all the parents to enhance the relationship between Parents and institution.

The emotional stability is taken care of by Mentors & Counselor. Grievance and Redressal cell are functioning effectively. A separate time slot is allotted for the mentor activities in which the performance and the behavior of the students is closely monitored by their respective mentors and necessary counseling is given according to their needs. To enrich co-curricular and extracurricular activities the college has 8 clubs to bring out the hidden talents of students. In order to develop Entrepreneurial skills among the students an exclusive Entrepreneurship Cell has been functioning in our institution.

### **Governance, Leadership and Management**

The Vision, Mission, Quality Policy and the goals of the Institution are well defined and self – explanatory. To attain the stated Vision, Mission and the goals a well-structured process is in place, the mechanism of which is monitored at various levels. The overall governance of the college is by the Governing council headed by the Chairman. The C.E.O administers the everyday process of the college and the responsibility and leadership is handled by the Principal. Next to the Principal in the hierarchy are the Head of Departments on the academic side and the Administrative officer on the administrative side. The Librarian and the placement officer report directly to the Principal. The day-to-day activities are monitored by a team consisting of Principal, Vice-Principal and Academic coordinator. Heads of Departments are empowered to take decisions relating to academics and other student issues. Regular HODs meetings, functional committee meetings and department meetings are held to discuss and take decisions on important matters. There are Planning and development committee and Functional Committees like Hostel Committee, Library Committee, Examination Cell, Disciplinary Committee, Anti-Ragging Committee Research committee, Entrepreneur Development Cell, Systems etc. The achievement of the faculties in the activities like academic results, research, and student interaction are honored and appreciated during talent day. The college established the Internal Quality Assurance Cell with internal and external members.

## **Institutional Values and Best Practices**

The College is well known for its discipline and policies. The college in its tenure in the academic service has impacted the society with many best academic excellences, followed by its enviable placement record.

- Awarded “Best engineering college in Asia creates social Impact through education” in 2016.
- Awarded "Sardar Patel Memorial Award" for International Innovation & Research in 2017
- Awarded "Bharath ratna Dr S Radhakrishnan memorial national technical awards" excellent performance in the field of education in 2017.

The special attention bestowed on the slow learners to instill confidence in them to become achievers is an example of the commitment of the teachers.

LED lights are used for internal lightings. Solar Water is installed to maximize the use of non-conventional energy.

Rain water harvesting is made in the entire block for recharging ground water which is also a source of supply to the campus.

E-Speed system is used for the speedy evaluation of all activities which helps to achieve the vision of the institution.

Updating the infrastructure and refurbishing the existing facilities is routinely carried out. With such support extended, the teachers do not lag behind in adopting innovative teaching practices for the dissemination of knowledge.

Research activities of the faculty and students have brought the college to the lime light with a funding of three Crore in short periods.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	Adhi College of Engineering and Technology
Address	No.06, Munu Adhi Nagar,Puliyampakkam Post, Near Walajabad, Sankarapuram.
City	Chennai
State	Tamil Nadu
Pin	631605
Website	<a href="http://www.adhi.edu.in">www.adhi.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	A.Devaraju	044-27290096	9789133629	-	principal@adhi.edu.in
IQAC Coordinator	Gayathri Monicka Subarnan	-	9566185503	-	gayathri.eee@adhi.edu.in

Status of the Institution	
Institution Status	Self Financing

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	26-07-2007



**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	<a href="#">View Document</a>

**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	<a href="#">View Document</a>	10-04-2017	12	

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	No.06, Munu Adhi Nagar,Puliyampakkam Post, Near Walajabad, Sankarapuram.	Rural	10.47	40404

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BE,Computer Science Engineering	12	AICTE	English	60	59
UG	BE,Electronics And Communication Engineering	12	AICTE	English	90	87
UG	BE,Electrical And Electronics Engineering	12	AICTE	English	60	60
UG	BE,Mechanical Engineering	12	AICTE	English	120	110
UG	BE,Civil Engineering	12	AICTE	English	60	52
PG	ME,Electronics And Communication Engineering	12	AICTE	English	24	8
PG	ME,Mechanical Engineering	12	AICTE	English	24	1
Doctoral (Ph.D)	PhD or DPhil,Electronics	12	Anna University	English	15	3

	And Communication Engineering					
Doctoral (Ph.D)	PhD or DPhil, Mechanical Engineering	12	Anna University	English	15	15
Doctoral (Ph.D)	PhD or DPhil, Physics	12	Anna University	English	10	2
Doctoral (Ph.D)	PhD or DPhil, Chemistry	12	Anna University	English	10	0

### 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	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	11				15				83			
Recruited	6	5	0	11	8	7	0	15	46	37	0	83
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				53
Recruited	24	29	0	53
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				22
Recruited	22	0	0	22
Yet to Recruit				0

### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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	5	0	5	6	0	2	0	0	24
M.Phil.	0	0	0	0	1	0	6	7	0	14
PG	0	0	0	3	1	0	40	27	0	71

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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

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

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

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
Doctoral (Ph.D)	Male	14	0	0	0	14
	Female	1	1	0	0	2
	Others	0	0	0	0	0
UG	Male	200	9	0	0	209
	Female	168	6	0	0	174
	Others	0	0	0	0	0
PG	Male	7	0	0	0	7
	Female	2	0	0	0	2
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	53	46	38	61
	Female	44	50	32	43
	Others	0	0	0	0
ST	Male	3	0	0	5
	Female	0	1	0	1
	Others	0	0	0	0
OBC	Male	145	84	82	80
	Female	117	72	61	40
	Others	0	0	0	0
General	Male	10	7	3	13
	Female	8	9	4	2
	Others	0	0	0	0
Others	Male	0	2	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>380</b>	<b>271</b>	<b>220</b>	<b>245</b>

### 3. Extended Profile

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#### 3.1 Programme

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

**Response : 377**

**Number of self-financed Programmes offered by college**

**Response : 0**

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

**Response : 6**

#### 3.2 Student

**Number of students year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
1034	881	807	726	492

**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
438	438	426	390	390

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

2016-17	2015-16	2014-15	2013-14	2012-13
200	73	89	80	70

**Total number of outgoing / final year students**

**Response : 761**

#### 3.3 Academic



**Number of teachers year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
109	109	109	104	104

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

2016-17	2015-16	2014-15	2013-14	2012-13
109	109	109	104	104

**Number of sanctioned posts year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
109	109	109	104	104

**Total experience of full-time teachers****Response : 640****Number of teachers recognized as guides during the last five years****Response : 12****Number of full time teachers worked in the institution during the last 5 years****Response : 535****3.4 Institution****Total number of classrooms and seminar halls****Response : 38****Total Expenditure excluding salary year wise during the last five years ( INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
820	50	100	950	225

**Number of computers**

**Response : 408**

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

**Response : 0.65**

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

**Response : 0.039**

NAAC

## 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 Academic programmes are in procession with the Institution's goals and objectives. The Anna University reviews the syllabus once in four years by taking into account the global technological needs and employment market. The Governing Council and the Academic Council discuss the various policies for the implementation of the Affiliating University.

The effective teaching-learning process is carried out in well planned manner such as:

- Preparation of Lesson plan for theory and practical classes
- Preparation of weekly plan for theory classes / practical class
- Conducting Internal Assessment test for laboratory experiment.
- Preparation of unit wise study materials especially for short questions.
- Conducting special coaching classes for weaker students.
- Conducting periodical slip test
- Assignments through referring to books / internet
- Scheduled dates for conducting various tests and evaluation process.
- Conducting Industrial visits and field work,
- Organizing Seminars and Guest lectures,
- Organizing Conferences and workshops,
- Organizing value added courses and Hands-on-Training
- NPTEL seminars conducted regularly through the Quality Improvement Cell (QIC) of the College.
- Departmental meetings
- Parent teachers meeting, etc
- Conducting Class Committee meeting
- Mentor Meeting

Bridge courses, additional assignment and extra care through mentor system are given to slow learners.

- The Institution has an Academic Audit Cell that evaluates and ensures the regular academic audit of master attendance registers, lesson plan, internal examination question papers, answers sheets, course file, study material, class room teaching, Log-book through the semester.
- The Head of the institution is monitoring the implementation of the above schedule.

The institution has created a well-defined procedure and extensive action plan for effective implementation of the curriculum of the affiliating university:

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 60

#### 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
12	12	12	12	12

<b>File Description</b>	<b>Document</b>
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 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:** 11.33

#### 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
21	15	9	7	9

<b>File Description</b>	<b>Document</b>
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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:** 13.79

1.2.1.1 How many new courses are introduced within the last five years

Response: 52

File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**

**Response:** 63.64

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 7

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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**

**Response:** 41.25

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
516	379	255	285	209

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

### 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:**

- **Gender Sensitization:** Panel Discussion on Women's Rights, Seminar on Women Empowerment, Gender Equity are organized to create awareness about Gender issues and promote gender equity.
- **Climate change:** Extension lectures on Global warming, Ozone layer depletion, and Carbon emission are organized to spread the message across all sections of society.
- **Environmental Studies** is a compulsory subject included in curriculum. Celebration in connection with the environment such as Earth day, Water day, and World Environment day is encouraged.
- The College has a **NSS** unit that conducts various community development programmes like adopting a village, conducting campaign on various health care issues to the villages, organizing free health awareness and treatment camps.
- The college has an **YRC** Unit that conducts various community programmes like blood donation camps, Voters Day, Green Environment awareness camp through planting sapling in the college campus, etc.
- The College has an Anti-Ragging Cell, Grievance Redressal Cell and Disciplinary committee to encourage the importance of human rights and self-discipline.
- Professional ethics is given as a course work for the students to know about the ethical values of their respective field.

**1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years****Response:** 12

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

Response: 12

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships****Response:** 23.45

1.3.3.1 Number of students undertaking field projects or internships

Response: 272

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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:** A. Any 4 of the above

**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:** B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	<a href="#">View Document</a>

## 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:** 0.86

##### 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
5	0	5	4	13

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
List of students (other states and countries)	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 57.33

##### 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
291	232	269	309	97

##### 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
438	438	426	390	390

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 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:** 57.33

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
291	232	269	309	97

**File Description****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:**

- Our college arranges various assessments through the following “Awareness Programme” to the students aspiring for admission in B.E/ B.Tech programme, and their parents before the admission process commences, to explain the admission procedure and to create awareness in them on branch selection and also on college selection, depending on the facilities needed for students to study in the college they choose.
- Psychological training will be given to first year student to reduce the gap between school educations and college education and depict the importance of engineering education, thereby enhancing the life skills.
- The institution organizing Orientation Programme for first year students with their parents before the commencement of the programme to create awareness about curriculum, attendance details, rules and regulations of college and university.
- Motivational talk by the experts from the Industry / Society, academic details related to the programme, milestones of the departments and scope of the programmes by respective Heads of Departments.
- Conducted the bridge courses in physics, mathematics & English to the first year students as per Anna University schedule.
- Fresher’s are taken round in batches to the department Labs/Workshops library and main library to show the facilities available and a weeklong orientation programme is organized.

**2.2.2 Student - Full time teacher ratio****Response:** 10.64

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.09

#### 2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
List of students(differently abled)	<a href="#">View Document</a>

## 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 supports student-centric learning through its efforts at creating a learning environment which allows students to think, answer and ask questions. The basic strategy adopted is to provide students with a diversity of learning experiences. Being a common teaching method, lectures are supported by assignments, discussions, field work and projects.

*The strategies in this regard are as follows – Sponsor*

- The lectures are made more interactive.
- The teachers adopt presentation and group discussion method to make the topics more interesting.
- The teachers frequently use more illustrations and discuss the special technical contents to acquaint the students with the practical insight of the subject.
- The visits are arranged to industries, Institution of higher education and research, national laboratories and non- governmental organizations to make the subjects more informative.
- The Practical Training Lab manuals are made available to the students.
- Strengthening of library resources and services. Library is a well-stocked and fully computerized with a collection of the latest books and journals. Students are also encouraged to use the library independently that enhances their knowledge.
- National level symposiums in all Departments provide a platform for the students to acquire additional knowledge apart from regular class room teaching. More over the students themselves organize and participate in various technical events. These programs are fully “student-centric” and

they nurture their organizational and management skills apart from enriching their technical knowledge.

- The College also encourages the use of internet and computers by the staff and students to keep them abreast of the latest developments in their respective field of study.
- Periodically National and International Conferences are organized by the Institution to cultivate the interactive learning among students.

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

**Response:** 100

#### 2.3.2.1 Number of teachers using ICT

Response: 109

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

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

**Response:** 10.64

#### 2.3.3.1 Number of mentors

Response: 109

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

- The learning activities adopted are student-centric.
- The College organizes various programmes to nurture critical thinking, creativity and scientific area amongst students by encouraging them to publish materials in the College magazine, Departmental seminars, national and International conferences.
- Problems associated with a particular topic of study will be explained to the students and to think towards the solution, based on which Mini Projects for real time applications are assigned to

students during their third year of their course. This paves way for them to cultivate critical thinking and creativity.

- Opportunities are given to the students those who are having innovative ideas, scientific temper etc. for further development.
- In the laboratory classes, students are also provided with facilities to carry out certain experiments beyond the curriculum and make their own observations so that they imbibe a scientific temper.
- Library hours are made compulsory in the Time Table and the students are encouraged to go through the journals to get an exposure to the recent developments in their branch of specialization and to realize that lifelong learning is essential to keep pace with the advancing technology and to ensure a successful career.
- Students are also motivated to go for training, internship (or in- plant) at leading industries and research institutes.
- Placement training is given to the students with the help of following industry collaborations.
- Students are encouraged to interact and learn from the successful industrialist and entrepreneurs during the alumni meet. They also motivate the students to excel in their future Endeavour.

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 4.81

#### 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
17	3	2	2	2

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience of full time teachers in number of years

**Response: 5.87**

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	<a href="#">View Document</a>

#### 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: 4.8**

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
14	4	5	2	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response: 2.41**

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
6	2	2	2	1

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

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

**Response:**

**University reforms followed by the institution:**

- University follows continuous assessment and credit-based grading
- The students can view the internal marks in university web portal after every assessment entry and automatic calculation of internal assessment marks is done.
- University maintains complete information of faculty and their subjects of specialization for both theory and labs. There is a chance given to the students to apply for revaluation where the university introduced a method of applying for photo copies of answer scripts for revaluation.
- The internal marks are evaluated by Anna University-Chennai based on the regulation 2008 and regulation 2013.
- University revises the curriculum and syllabus periodically for all academic programmes.
- Changes in the regulations, curriculum, syllabus, examination pattern, evaluation process and internal marks calculation procedures are done by the university periodically. The changes are normally applicable to the students admitted in the respective year onwards.
- The institution adopts the university regulations which are in practice.

**Institutional reforms initiated by its own**

- The revaluation paper will be evaluated by concerned staff. They reevaluate the paper in turn can recommend for challenge valuation.
- The institution provides complete information about all assessment test dates, class committee meetings in academic calendar.
- Slip tests are conducted every week for the students to remember the content that was taught on the before week.
- Question papers are prepared by concerned department and tests are conducted centrally by the Examination Cell.
- The answer papers are distributed to the students and the answers are discussed.
- Special coaching classes are conducted for students who fail to secure the minimum percentage of marks. All the test marks are informed to parents and progress reports are distributed and signed by the parents in every parents- teachers meeting.
- After completion of internal assessment tests, the marks and the attendance percentage is sent to their parents through letters.

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

**Response:**

- The College adopts the system specified by the Anna University for internal mark determination. The recent reforms of the University is that the internal assessment is based on two unit test marks, model examination and attendance percentage.
- For the internal assessment, internal assessment exam, slip tests, assignment and tutorials are given to students and evaluated, weightage being given to the internal assessment exams.

- Answers papers are evaluated and the answers are discussed in the class.
- The internal marks are automatically generated by the system and published in the Anna University website.
- The Internal marks obtained are displayed in the notice board for the students to ensure rigor and transparency in the internal assessment.
- Grievances regarding results from the students are properly addressed by the exam cell.
- Absentees for the Internal Assessment exams are given opportunity to write re-test for genuine reason with the approval of Head of the Department.
- Parents of slow learners are informed about the special remedial classes needed for their ward during this meeting.
- Communication lab curriculum takes care of communication skills of the students.
- Seminars in all subjects are conducted for developing the communication skills.

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

#### **Response:**

- Question paper preparation and Internal evaluation are made by the concerned subject faculty
- After every exam paper are distributed in class and answers are discussed
- The results of individual students are recorded. Evaluated answer papers are returned to the students.
- Mark list is forwarded to the class advisor who consolidates the results of the respective class. Intimation on examination results are sent to parents of all students in the form of a progress report.
- Students can approach the faculties in case they need a clarification on the award of marks
- Retest is conducted if needed to improve the performance.

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

#### **Response:**

The institution is able to complete the curriculum within the time prescribed by the affiliating university, which is 450 hours for Undergraduate programmes and 350 hours for Postgraduate programmes.

- A well-planned calendar and schedule of activities is prepared at the beginning of each semester and distributed to the students and faculty to ensure that the curriculum is completed on time.
- Any contingency arising out of unexpected natural phenomenon or due to advancement of exams by the affiliating university is suitably compensated on holidays

## **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:**

Our college is committed to outcome based education system from the year 2008 from traditional method of education. Every department designs its own vision and mission according to the requirement of the present and future technical skills requirements. The department has framed Programme Educational Objectives (PEOs) and Programme Outcomes (POs). For the entire course, Course Objectives and Course Outcomes (COs) are prepared by the faculty and are narrated to the students at the commencement of the semester along with syllabus. The PEOs, POs, and COs are discussed in the course, class committee and also in mentor meeting. The course coordinator, HOD and senior faculty conduct faculty development programme, various workshop, and seminar in order to train faculty members to achieve the learning outcomes, POs and Cos for respective course programme.

The students learning outcome are assessed by student performance in examinations, written reports, seminars, mini projects, group discussion, laboratory work etc, which are more concentrated in our institution. Creation of academic healthy environment in institution selected under the programme, improves efficiency and effectiveness of the technical education selected under the programme, achieve goal targets for excellence. Prediction of the new student who is admitted in our college falls under which group, low-risk students, medium risk students or high-risk students. Improve the student performance by innovative and creative teaching aid.

Program Outcomes (POs) symbolizes the information, skills and outlook the students should have at the end their degree programme. The Course Outcomes (COs) decides the intellectual capability and the technical skills the student acquires at the end of a course. Program Educational Objectives (PEO'S) are broad statements that describe the career and professional accomplishments of a graduate. Program Specific Outcomes (PSO) are statements that describe what the graduates are of a specific programme.

The programme outcome must be that student should be familiar with basic technical concepts, terms and theory should inculcate critical thinking and reasoning by applying these skills to solve problems and issues and attain their ultimate goals. It highlights student's competence with the programme course. Students will understand what is expected of them and teachers will know what they need to teach during the course. The teacher facilitates the students learning by giving studying materials and question and answer bank. The internal and external stakeholders and continuously encouraged to give their worthy ideas for achieving programme outcomes by modifying, updating and improving learning style using teaching aids.

Every COs should be mapped to different POs and PSOs. At the end of each internal assessment test, results are analyzed in the class to meet out the learning outcomes. The result of CO attainment will also be used to assess the accomplishment of Programme Outcomes (PO). The outcome of study will be used to develop the teaching and learning skills for the specific course. Programme outcomes are necessary for advancement from one stage to another and also measures preparation for the next level. Our college follows students learning centric programmes increases the number of students to successfully complete programme courses.



File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

Teaching-Learning process is continuously monitored by the following committees, Planning and Monitoring Board, Academic Squad Committee, Discipline and Welfare Committee.

Academic Schedule is prepared by the Principal with the guidance of University Academic Calendar. The Academic Schedule was verified by the Management and the Governing Council. After the Verification if need, corrections were made in the Academic Schedule and circulated to the Departments through the Heads of the Department (HOD). Subject Allocation was done by the HOD's with the suggestions from the faculty members and the discipline of faculty members are also taken into account while allot the subjects. Lesson plan and Notes of Lesson in the course file are prepared by the individual faculty for their subjects. The readiness of the course files are verified and approved by the HOD and the Principal. Course files are frequently verified by the ISO members and the Internal Audit committee. Our Institution gives major importance to the students' attendance. Class Advisors and HOD submit the Daily Attendance Report to the Principal for the review. All the Departments are maintaining their Attendance Percentage above 80 % in their sections. Class Advisors contact the Parents of absented students through phone on daily basis. Study Materials are issued to the students for all the subjects. Study Materials are verified by the Class Advisors, HOD and Academic Monitoring Committee. Material Verification Report is submitted to the Principal after the verification. Principal reviews the Report and discussed about the deviations with the HOD. Internal Assessment Examinations are conducted and the standard evaluation is done. Evaluation process is verified by the Heads of the Department through sample answer sheets. Review meeting is conducted by the Principal with the HOD and the Class Advisors about the Result in the Internal Tests. Decisions were made in that meeting for the further improvement in the subjects. The feedback on faculty is analyzed and evaluated on the scale of 100 and every teacher is provided with a copy of feedback for making necessary corrections. Further, teachers are counseled by the Heads of the department and Principal if required. Slow learners are identified by the Class Advisors and the Subject handlers through the performance of students in the Internal Tests. Coaching Classes and Practice tests are conducted for the slow learners to improve their Academic performance. Well scored students are allotted to encourage the Slow Learning students. The feedback on faculty is analyzed and evaluated on the scale of 100 and show the score to every faculty on feedback for making necessary corrections. The feedback mainly focuses on the various teaching skills of the faculty members, like presentation, communication, knowledge, content covered, innovative practices followed. Feedback from the students is received through the Class Committee meetings about the improvement required for the Teaching-Learning. The Principal also receives the feedback by interacting with a selected group of students from each class. The HOD's interacts with few students of each class and takes the feedback on the faculty members about the effectiveness of their classes and learning material provided.

<b>2.6.3 Average pass percentage of Students</b>	
<b>Response:</b> 71.75	
2.6.3.1 Total number of final year students who passed the university examination	
Response: 546	
2.6.3.2 Total number of final year students who appeared for the examination	
Response: 761	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response:</b>	
<b>File Description</b>	<b>Document</b>
Database of all currently enrolled students	<a href="#">View Document</a>

## 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:** 1.67

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
1.17	0.333	0.165	0	0

File Description	Document
e-copies of the grant award letters for research projects sponsored by non-government	<a href="#">View Document</a>
List of project and grant details	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 11.01

3.1.2.1 Number of teachers recognised as research guides

Response: 12

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 0.01

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

Response: 4

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>

## 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:

**Entrepreneurship** is the process of designing, launching and running a new business, which is more often than not, initially a small business, offering a product, process or service for sale or hire. The people who create these businesses are called **entrepreneurs**. Entrepreneurship has also been described as the "capacity and willingness to develop, organize and manage a business venture along with any of its risks in order to make a profit". Based on the above small description about **Entrepreneurship and entrepreneur, "Why should we be an entrepreneur?"**

*The biggest reward of becoming an entrepreneur is the personal satisfaction that comes from having the freedom to make your own business decisions and then act on them.*

The personal satisfactions through entrepreneurship activities are

- **Making Your Own Rules.** When you own a business, you get to be your own boss.
- **Doing Work You Enjoy.** Since the majority of most peoples' lives is spent working, why not spend that time doing something you enjoy?
- **Creating Greater Wealth.** There's no limit to what an entrepreneur can make.
- **Helping Your Community.** Being an entrepreneur lets you make your community and world a better place.

The main habits of the successful entrepreneurs are

- **Self-assessment**—evaluating your strengths and weaknesses—is an important part of becoming an entrepreneur.
- An **aptitude** is a natural ability to do a particular type of work or activity well.
- An **attitude** is a way of viewing or thinking about something that affects how you feel about it. Entrepreneurs tend to be people with positive attitudes.

With this small overview, the Entrepreneurship cell inauguration was held on 10.08.2017 in Dr. Radhakrishnan seminar hall, Adhi college of Engineering and Technology, Kanchipuram, The Chief guest's and speakers of the session was Mr. R. Shiva Shankar, Deputy Director, PMO-IEDP, EDII, Chennai and Dr.R. Chandrasekaran, Die Mech Engineering, Padi and Chennai.

Mr. R. Shiva Shankar, Deputy Director, PMO-IEDP, EDII, Chennai, Spoke about the various certificate courses in IEDP and How to start the entrepreneurship activity with small

investment. He also discussed about the colleges which are doing well in this entrepreneurship activity.

Dr. R. Chandarasekar, a successful entrepreneur delivered a lecturer about his experience in starting business as entrepreneur and what are the skills that needed to start the business. He also addressed how to get the subsidy from the bank for starting up the business.

After the EDC cell inauguration, the faculties of our college (Dr. D. Arulkirubakaran (Mech) , Mr. S. Senthil Kumar (Mech) , Mrs. S. Mary Cynthia(ECE)) attend the 3 day (7th to 9th september,2017) Faculty Development Program on “Entrepreneurial ecosystem” for IEDP registered spoke colleges under Entrepreneurship Development & Innovation Institute (EDII) Govt of Tamilnadu and Centre for Entrepreneurship Development (CED) Anna university, Chennai.

The Students E-leader two day workshop was conducted on 15 and 16th Sep 2017 by PMO-IEDP and CED Anna university for the motivating the students to be an entrepreneur for the college level itself. In this perception from our college two students (Ms. A. Renuka (III-ECE), Mr. S. Yogesh (III-Mech)) participated from our college.

Moreover, one faculty and one student from Adhi college of Engineering and Technology participated in the Student Design Project motivation program conducted by EDII and CED, Anna University Chennai during September 2017.

National Entrepreneurship day was conducted by Entrepreneurship Innovation Institute of India (EDII) on 9th November 2017 in which many of our students and faculties participated.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 25

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
17	6	1	0	1

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 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	<a href="#">View Document</a>

#### 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	<a href="#">View Document</a>

#### 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
URL to the research page on HEI web site	<a href="#">View Document</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

#### 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
101	10	0	0	2

<b>File Description</b>	<b>Document</b>
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 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:** 0.2

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
105	0	0	0	2

<b>File Description</b>	<b>Document</b>
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 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:**

Our institute motivates students towards social participation and strives to achieve its goal of providing higher technical education to create equitable society with ethical and moral values. The college is conscious of its role in campus society connection, well-being of its neighbourhood and has initiated a number of social development activities like NSS, YRC, Clubs Etc.

- Organizing NSS Camps
- Involving students in Blood Donation Camps
- Making the college playground available to neighbouring communities on weekends
- Conducting flag hoisting event at national festival involving the local government authorities and college NSS volunteers.
- Engineering works pertaining to maintenance of electrical, civil.
- Facilitating school teachers in terms of class engagement for +2 students.
- Camp to the government schools for computer knowledge, communication and Mathematics

*Personality development programs:*

Resource persons and distinguished guests are frequently invited for NSS and YRC functions, to deliver lectures on social issues. This helps the students to understand the various social issues that the society is facing today.

*Awareness rally:*

Awareness rallies are organized by the YRCS unit during special camps and other events so as to create general awareness to the neighborhood on crucial social issues. Some of the themes of such rallies are National Voters day, Bequest of body, Smokeless Bogi and Tree plantation.

*Blood donation camp:*

NSS and YRC units of the college organize blood donation camps periodically in the college premises and in special camps. The volunteers of NSS and YRC are ever ready to donate blood during emergencies reported from hospitals and blood banks.

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

**Response: 5**

#### 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
5	0	0	0	0

#### File Description

#### Document

Number of awards for extension activities in last 5 years

[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: 26**

#### 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
14	8	1	1	2

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Reports of the event organized	<a href="#">View Document</a>

### 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:** 0.23

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
6	5	0	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

## 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:** 55

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
36	14	5	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>

**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:** 19

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
15	2	0	1	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	<a href="#">View Document</a>

## 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:**

- Wi-Fi enabled Class Room
- Augmented laboratories for advanced learning
- Exclusive computing facility for each department
- Learning resource centre with adequate number of library holding i.e., books, journals (Print and e-journals), magazines
- Department Library
- Adequate number of LCD projectors with all department

The college has the following facilities available for curricular, co-curricular and extra-curricular activities:

- Spacious rooms for instruction with proper ventilation are available to accommodate the students and they create a conducive environment for the most perfect learning activity. OHP and LCD Projector facility are available in the class rooms
- Class rooms are well ventilated which is equipped with green board, desk and benches.

**Infrastructure:**

Description	Number	Available area in Sq. m
Class Rooms	38	3800.00
Laboratories	21	2769.24
Drawing Hall	1	200.34
Library and Reading Room	1	486
Conference hall (Radhakrishnan)	1	204.67
Training & Placement Cell	1	150
Exam Cell	1	92.13

**Wi-Fi campus:**

To enhance the learning level of students and faculty members, the entire campus is Wi-Fi enabled with high speed of 58 Mbps internet connectivity.

- The campus provides a right environment for effective learning in harmony with nature, away from the odds of city life. The campus hosts well planned Academic Blocks, Lecture Halls, Laboratories, Computer Centre's, Library, Conference Hall, Hostels and an open Air Auditorium. The Laboratories equipped with modern equipment's beckon the future Engineers into the realm of Engineering and Technology.

- Each Department does self-assessment of the existing infrastructure and its utilization.
- Departments maintain records about equipment / utilization / repairs.
- The College has been keeping pace with the changing needs and requirements to meet its academic growth. To keep pace with the needs and requirements, additional infrastructure is being added from time to time. In the last four years, many buildings have been constructed / renovated.
- Separate hostel facilities are available for boys and girls. Tidy rooms and hygienic facilities make an ideal stay away from home ambiance. Students in the Hostels have access to everyday conveniences including telephones and enjoy the luxury of watching films every weekend.
- The mess facilities in the hostels are designed to meet good hygiene standards. Steam cookers and sterilized equipment's are used to prepare wholesome and healthy food.
- A mineral water plant is operated within the campus and has a well maintained RO facility. This water is used for cooking, drinking and is available throughout the campus.
- 24x7 supply of hot and cold pure drinking water in every floor of all hostels is ensured with a well maintained reverse osmosis plant installed in the campus.

### Hostel facility (Boys & Girls)

S.No	Hostel	Rooms Available	Capacity
1	Boys 4 floors	80	480
2	Girls 4 floors	29	174

### Recreational facilities:

**Ladies Hostel** : Television and Internet facilities, indoor

Games and outdoor games

**Gents Hostel** : Television and Internet facilities, indoor and outdoor games

**Outdoor** : Playground facility is available

- Common room with audio-visual equipment's is available in our college. Outdoor and Indoor sports facility in the campus is fully utilized by hostel boys and girls.
- Arrangement for gymnasium hall is also made available for the utilization of in house residents on all week days and even on holidays also.
- Telephone facilities available for the convenience of students.
- Each hostel had the facilities for indoor games, reading rooms and high speed Wi-Fi connectivity.

### Computer facility including access to internet in hostel:

- The hostel campus is fully Wi-Fi enabled and students can connect through their laptops.

### Facilities for medical emergencies:

The college and the hostel have complete arrangement for the students in need of medical assistance. There is provision of first aid/medical room with all the facilities required for medical assistance. In case of emergency, students will be taken to specialty hospitals situated at Walajabad which is 8 km away from the campus by means of 24 hours ambulance facility.

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

##### Response:

Infrastructure facilities for extracurricular activities

- NSS unit
- YRC unit
- Seminar hall
- Auditorium
- Open air auditorium
- Fitness centre
- Indoor games centre
- Volley ball court
- Cricket Net
- Basketball court

S.No	Facility	Area (in Sq. Mts)
1	Auditorium	660.0
2	Indoor stadium	484.9
3	Gymnasium	3390
4	Outdoor Sports	24281
5	Health care centre	48.40
6	NSS	39.1

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 38

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 68.03

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
750	1.4	70.9	911	178

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

#### Response:

The benefits availed by the faculty and student are as follows:

- Internet Access
- Reference Service
- Competitive Examination Books
- Previous years Question Papers from University
- Digital Library, E-Journals.

The library is fully computerized and covers almost all the functions of library. All the books are bar-coded in the library & barcode laser scanners are used in the issue counter for book transaction.

Every class has one compulsory library hour / week for permitting the students to access the reference books and journals which augments the learning process. Apart from the central library, every department has a library with adequate collection of text and reference books and journals.

Teachers and students effectively use the library to enrich their knowledge. Library & Text Book Approval Committee monitors the availability of needed textbooks in the library. The central library has around 17739 volumes of books and journals (including online journals). It caters to the needs of all courses with open access to the students.

#### Open Educational Resources (OER's)

Open Educational Resources collections are readily available in the Central Library as well as

exclusively in the departments. The faculty members prepare course materials after referring to the text and reference books prescribed in the syllabus as per the curriculum and share the course materials with the students and fellow staff members.

NPTEL video lectures related to the course are available in the central library and students are free to access the material.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

A Separate rack of reference books /rare books available in library. It has a huge collection of International editions of reference books, conference proceedings and various documents. The collection of rare books can be downloaded from Rare Book Society of India. The Library is well stocked by competitive exams preparation books like Gate, Civil service, UPSC etc.,

The following equipments which help the reference section in an effective manner.

1. Printer
2. Reprographic
3. Scanner
4. Multimedia PC

#### 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
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)****Response:** 5.54

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
18.21	3.84	1.56	2.57	1.5

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>

**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	<a href="#">View Document</a>

**4.2.6 Percentage per day usage of library by teachers and students****Response:** 28.76

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 365

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>



### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

- The college is upgrading both the software and hardware in par with the industry and academic standards regularly.
- The IT infrastructure is upgraded year on year with a major budget allocation.
- The Wi-Fi, Internet facility and Networking facility as of now available in the college can provide video Conferencing and High Definition video streaming.
- As and when the demand increases, more number of high end computers will be added to the stock of computers in the college.
- Annual maintenance work is carried out at the beginning of the academic year for the computers and UPS.
- To comply with the Anna University directive, the CCTV cameras have been installed at strategic points in the college.

#### 4.3.2 Student - Computer ratio

**Response:** 2.84

File Description	Document
Student - Computer ratio	<a href="#">View Document</a>

#### 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:** >=50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 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	<a href="#">View Document</a>

#### 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:** 20.86

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
41	30	24	27	28

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>

##### 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:**

###### Maintenance of infrastructure:

- A separate Electrical Maintenance Engineer is available to look after electrical maintenance in the campus
- The Institution has an efficient housekeeping system consisting of gardeners and sweepers. The entire system is monitored by a supervisor who is specifically appointed for this purpose. Part of the house keeping activities is given on contract.
- The College has also appointed full time skilled persons such as, electricians, plumbers, carpenters, welders, etc. for the regular maintenance of the infrastructure facilities and equipment's of the College. They take care of repairs of fittings, furniture and system like electrical and water supply networks, motors and pump sets.
- The class rooms, office rooms and corridors are swept and mopped every day and once in a week the furniture and roofs are dusted.
- Fire Extinguishers are kept and maintained in all the Labs and prominent places (students, faculties

and visitors area) for effective safety purpose.

- Reverse Osmosis plant is under annual maintenance and the membrane is replaced when required. Exclusively a supervisor is nominated to look after the effective functioning and maintenance of RO plant.
- Checking the Earth connections in all Electrical Equipment's is done once in two months by the electricians.
- All the power supply of the equipment's has given as per Tamil Nadu Govt.
- Electrical Safety inspection rules. MCBs are used at all electrical installations. Electricity Generator Room is situated away from the academic and administrative area and is maintained periodically

#### **Calibration and precision of equipment:**

Annual maintenance and repair of the infrastructure is taken care of by the College in a systematic manner.

- Day to day maintenance is carried out by the staff appointed for the maintenance of the building.
- The Institution calibrates and repairs several types of laboratory instruments and measuring equipment's with the help of faculty and lab experts on regular intervals.
- If the instruments became unserviceable within its warranty periods, it is returned to the suppliers for calibration service or replacement.

#### **College has following technical staff:**

- Electrical in-charge (Full Time staff)
- Night Guard
- Their services are available throughout the day. Most of these staff stays within the campus.

#### **Maintenance and location of sensitive equipment:**

The major steps are taken by the Institution to upkeep and maintain the sensitive equipment's as follows:

- The Institution has installed UPS and Stabilizers for sensitive equipment's in the premises to prevent from high voltage fluctuations.
- There is a generators of 82 KVA and 45 KVA capacity as standalone facility for the entire campus
- During the time of examination and other important college programmes that might require continuous functioning, power is supplied from the generators for the duration of the Programme
- The College deposes faculty for the training program and workshops of maintenance of equipment's.

#### **Any Other:**

- College lays great emphasis on teaching-learning process, placement and on research and development. To realize the vision and to achieve the mission of the college, the best human resources plays an equal part in erecting and maintaining of realistic fundamental requirements for the successful conduct of the college.
- Classrooms, laboratories, library resources, equipment, computers, accessories, internet, hostels, canteen, amenities, medical care and uninterrupted power supply are made available in sufficient quantities to keep the learning environment in best way and hence we are consistently achieving top

results and placements by which we are enriching the career of our students.

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:** 64.81

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
1010	750	521	303	172

#### File Description

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

#### Document

[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:** 11.91

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
195	131	102	47	33

#### File Description

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

#### Document

[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
Details of capability enhancement and development schemes	<a href="#">View Document</a>

#### 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:** 23.43

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
280	250	160	186	80

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

**Response:** 0

## 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
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

## 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	<a href="#">View Document</a>

## 5.2 Student Progression

## 5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 73.79

## 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
191	34	74	75	35

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>

## 5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 4.5

## 5.2.2.1 Number of outgoing students progressing to higher education

Response: 9

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

### 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: 0**

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

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

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

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

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

## 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: 115**

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
76	17	11	6	5



File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>

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

#### Response:

Institution has a Student Council. It is constituted by the management and the principal based on the recommendations of the HODs. The student council members help the Institution authorities to maintain discipline among the students. They arrange for social camps and play a vital role in organizing co-curricular and extracurricular activities. The students' council is funded by the management.

The student council is constituted by:

Post
President
Vice-president
Joint secretary
General secretary
Cultural secretary
Social secretary
Debate secretary
Sports secretary
Treasurer

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

Response: 4.6

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
17	2	2	2	0

File Description	Document
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 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:

We have a website [www.adhi.edu.in](http://www.adhi.edu.in). All the activities of the college are regularly posted on this website. We also have a community in facebook where Students and Alumni can post their views and get to know of the new developments getting incorporated in our system. Alumni and former faculty are networked in symposium, conference, seminar etc by the departments.

The alumni have immensely contributed to the development of the College in the following ways:

- Providing guidance to the current students for the higher education and employment opportunities
- Updating the current trends in the job markets
- Providing study materials
- Sharing and Passing their experiences
- Honorary guest lectures
- To bringing in more companies and industries for campus placements
- The feedback of alumni regarding Institution helps the management to improve the infrastructure and the facilities to be provided to the students.
- The alumni association paves way for the present students to have informal meets and interactions with the alumni which motivates and channelizes their concentration in various areas of knowledge and skills that need to be improved or enhanced.

Any other relevant information regarding Student Support and Progression which the college would like to include.

- **CLASS ROOMS:** All Class rooms are spacious, well ventilated, well-equipped and well furnished. Smart classrooms are installed to improve the teaching learning process. LCD projectors are fixed in the classes to enhance the feasibility of learning.
- **FEEDBACK:** Structured Student feedback forms are updated from time to time to make them an effective tool to improve the student support and progression. These forms are collected and analyzed, whose outcomes are considered while planning activities for subsequent years.
- **WI-FI:** Adhi of Engineering and technology has entered the e-revolution by making its entire campus Wi-Fi (Wireless Fidelity). Students and faculty members are benefitting using the LAPTOPS and other gadgets.

- **LIBRARY:** Library has developed a Library Portal to avail all library information under a single webpage. The webpage is enabled under LAN Network and accessible inside the campus network only. Students can access the webpage and avail the digital facility for enhancing their knowledge.

#### 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:** ? 5 Lakhs

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

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

**Response:** 2

##### 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	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>

## 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:**

Our governance body is so reflective and the prime focus is on the vision and mission of the institute.

**VISION**

**To become a benchmark of excellence in thrust areas of higher education in a global context.**

**MISSION**

**“To impact knowledge through quality education.”**

**To create a sustainable teaching-learning ambience for honing skills to achieve in a global scenario.**

**To prepare young minds for the challenges of an aspirational society through a holistic education.**

The following strategic characteristics and aspirations enable the College to realize its vision:

- Modern and precise educational experiences that develop the Engineers
- An atmosphere that facilitates personal commitment to the educational success of students in an environment that values multiplicity and society
- Education and research partnerships with Universities, colleges and industries
- Highly successful alumni who contribute to the profession in the global society
- Undergraduate and Post graduate programs that integrate global awareness, communication skills and team building across the curriculum.
- Practical and responsible resource management;
- Training that prepares students for interdisciplinary Engineering research and advanced problem solving
- Leadership and service to meet society needs.

The policy and planning are carried out according to consultation with stake holders. Top management with the help of the department wise committees formulates quality policy and integrates the same in the strategic plan.

Formulation of action plans and defining the policy objectives attempts to address the issues of systematic change to provide quality education. Creating robust principles, frameworks, systems and processes the institution intends to reinforce the culture of excellence. All the systems work together as a team aiming to be champions of organizational change. The Departments fosters a

healthy competitive atmosphere among themselves and each one strives to accomplish excellence in their standards.

### **6.1.2 The institution practices decentralization and participative management**

#### **Response:**

The College follows the policy of decentralization. The Governing Body delegates all the academic and non-academic decisions based on policy to the college Committee headed by the Principal. The college Committee formulates common working procedures and entrusts the implementation through departments. The department coordinator manages the day to day activities of the department and keeps a track of co-curricular and extra-curricular activities in the College. Other units of the college like sports, libraries etc. have operational autonomy under the guidance of the various committees/clubs/associations and students are involved from various departments in the decision-taking process.

## **6.2 Strategy Development and Deployment**

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

#### **Response:**

The college management gives liberal freedom and tractability to the Principal together with the department committees to lead all the academic activities of the College. They regularly meet and take necessary steps to formulate and implement strategic plans of the institution. Mentorship is introduced in all the departments and it is commendably supervised by the CEO and Principal. They invite suggestions from senior staff and to study the impulses of the institute in general and take steps for further improvements as far as they are within the capacity and recommend the management for modifications.

The following strategies are adopted by the institution to monitor and evaluate policies:

- Regular meetings of the Councils (Governing Council, Managing Council and IQAC)
- The feedback system (Regular feedback from Stake holders, Alumni Members, Staff and Students)
- Periodical Academic Audit Team visits to the departments (Minimum Twice in a Semester).
- Regular visits of the Principal and the Academic coordinator to the departments and interaction with heads of the departments and Faculty members.
- Heads of the departments monitor the system of each department regularly.
- Annual Evaluation and Presentation by each Department and Programme Committee Coordinators regarding their activities.
- Strengthening the Research Departments and focus on specialized research leading to patents, publications and in developing scientific temper and research culture and aptitude

among students.

- To enhance the quality of MoU's / Collaborations with different industries to improve the job opportunities of the graduates.
- Research on local community and to expand the outreach programmes of social relevance for improving the social outlook of students.

### **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:**

#### ***Governing Council***

Governing Council in inclusion of Chairman and CEO has been constituted and the foremost decisions regarding developmental plans of the college like construction of new building, introduction of new courses at UG and PG level, providing additional facilities to staff and students etc. are discussed in the Governing Council Meetings.

#### ***Academic Council***

Principal, Heads of the Department and Senior professors act as the members of the academic council to evaluate classroom teaching. Feedbacks from Council are submitted to the Head of the Institution for improvements. The Council ensures that the regular day-to-day operations are properly conducted, takes any decision related to academic and non-academic activities. Strives to mould the students with the State-of-the-art technology to make them excel in their profession, to achieve high ethical and professional standards through effective teaching- learning processes, to offer good placements to students, to maintain strict discipline and collect the feedback about studies of the students with the help of other academic committee members.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

### **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:** B. Any 4 of the above

<b>File Description</b>	<b>Document</b>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>
Screen shots of user interfaces	<a href="#">View Document</a>

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

- The Management frequently opens for discussion with the teaching and non-teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process. There are regular meetings conducted with Principal, Heads of the Department and faculty members.
- Senior Faculty Members have representation in the Governing Council.
- Staff members of each department have a participative role at the institution level and department level activities and decision making process.
- The faculty members are deputed as members of various councils and committee such as IQAC – Internal Quality Assurance Cell, Training and Placement Cell, Women Empowerment Cell, Research and Development Cell, Professional Societies, Anti Ragging Committee, Anti Ragging Squad, Student Clubs, Grievance Redressal Committee, Discipline and Welfare Committee, Academic Squad Committee, Academic Monitoring Committee, Examination Cell. They are permitted to organize any / various academic, non academic and societal-based activities with the permission of top management purely for the institutional growth.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

**6.3 Faculty Empowerment Strategies****6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

The Institution makes sincere efforts to enhance and enrich the professional development to fits teaching and non-teaching staff. Some of them are as follows:

- Organizing Faculty/staff motivational programmes once in six months
- Sponsoring/deputing the faculty to Faculty Development Programmes organized by the University and other institutions in the region.
- Encouraging the faculty members to publish research papers in journals and offering incentives for the same
- Sanctioning on-duty leave to attend conferences / workshops outside of the institution
- Providing continuous Wi-Fi internet connectivity to encourage self-learning and development
- Encouraging the faculty members for higher education/training
- Improvement in teaching, training and learning facility by establishing new digitalized facilities like Smart Class rooms, Wi-Fi facility and strengthening library by online journals and e-resources
- Arranging training for strengthening the knowledge of using latest facilities and equipment's.
- Group Insurance for all teaching and non-teaching staff
- Vacation leave for teaching and non-teaching staff
- On-duty facility for attending training programmes for faculty members and 12 days On-Duty are given to the faculty members who are pursuing Ph.D. in academic year.
- Maternity leave scheme for female staff
- Quarters and Hostel facilities for the Teaching and non-teaching staff
- Safety through security cameras and security personnel
- Canteen facilities.

### 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:** 3.3

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
18	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<a href="#">View Document</a>



**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:** 13.4

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
33	17	8	4	5

**File Description****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:** 19.83

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
37	32	16	15	7

**File Description****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:****Teaching Staff**

Following actions are initiated and decisions are taken up on the review of the performance appraisal reports by the management:

- The Faculty Self-Appraisal Form is reviewed by the Principal, which is usually recommended by the HoD of the concerned faculty. If any deviation is found in the appraisal, identified faculty will be counselled for improving the performance in academic and other aspects.
- The management encourages the faculty members to voluntarily involve themselves in the development of their qualification by applying for higher students and professional improvement by attending various training programmes.
- Based on the up gradation of the skill/knowledge level of the staff members in terms of acquisition of higher degrees and based on the stipulated years of service, the staff members are promoted to higher level/higher salary structure.
- Under performing faculty, if any, are sponsored for Faculty Development Programmes.
- Faculty performing extremely well are initiated to guide the other faculties and to participate in Research & Development work
- Senior Professors to assist in the development of Assistant Professors in terms of publications and proposals submitted to various funding agencies.
- Assistant Professors need to be involved in Institute-level activities for enhancing their administrative activities/abilities.
- The outcome of the appraisal is discussed by the Principal and Heads of the Department with individual faculty. There report is submitted to the management team for their approval.

The structured self-appraisal form captures the multiple activities like,

- **Academic Performance:**

Pass Percentage of both theory and practical courses.

- **Seminars/Conferences/Workshops organized / attended:**

Details of the seminars, Conferences and Workshops attended.

- **Publication Details:**

Details of Book published and National/Inter National journals published for the academic year.

- **Research and Development activities:**

Details of number of students guided under what title, proposals, projects sent to various sponsoring funding agencies.

- **Leadership/ Strength & Weakness:**

Details of individual's Leadership qualities, strengths and weaknesses, Request for events to be conducted for improving their skill

**Contribution to the Department and College:**

- Academic, Nonacademic (Tutorship, in charge of clubs/ co-curricular /extracurricular activities) responsibilities held.

- Commitment and contribution towards additional responsibilities
- Feedback of the students
- Feedback from the Heads of the Department

All these information are collected from the faculty and submitted by the Head of the department. Principal will evaluate the individual appraisal form. After the principal evaluation, it will be submitted to the management.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Yes, the college is undertaking academic audit and other external reviews of the academic provisions to improve the institutional activities. The academic auditing is carried out by internal member and external member like ISO, etc.

#### Internal Academic Audit:

Internal academic audit is carried out by team of Heads of the Department and senior faculty members. ISO members are allotted to frequently check the academic activities.

#### Following aspects of academics are included for audit:

- Readiness of Course files, Laboratory Manuals, Lesson Plan
- Internal Test Schedule.
- Students Attendance
- Delivery of curriculum
- Submission of question paper for Internal tests
- Verification of sample answer sheets
- Allotments of Internal marks based on the marks secured by the students
- Review of Results.

The Internal audit report submitted to the Principal based on the observations by the Internal Audit Team.

#### External Academic Audit:

The ISO surveillance audit by the External Auditors, Inspection team from affiliating University and AICTE for periodically review the Academic provisions. The outcome of the Internal and External audit report helps the institutions to identify the areas of the improvement.

**6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)****Response: 4**

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
3	1	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

- The college has a perfect mechanism to monitor an effective and efficient use of financial resources.
- Every academic year, principal calls for budget proposals from all the departments. The budget proposal is prepared by Heads of the Department in consultation with the lab in charges. The budget proposal is prepared based on the academic requirements. The prepared budget is submitted in the budget meeting and all the department budgets are discussed. Each and every budget is thoroughly analyzed and essentially discussed before the approval by the management.
- The budget is approved by the Principal, CEO, Chairman and the copy is handed over to the Heads of the department. The Heads of the Department calls quotation from the approved list of suppliers. After evaluation of the quotations comparative statement is prepared, suppliers are called for personal discussion. By comparing all aspects of various suppliers, orders are placed for the best preference. This ensures that durable equipment is purchased at the negotiable and most competitive price. The supplier who fulfills the terms and conditions is given the order.
- At the time of delivery of ordered items by the companies, the quality and quantity are checked and verified by the concerned In charges and Heads of the Department against the order copy. The concerned department takes the responsibility of maintaining the accounts and documentation. Further details of all the materials are entered in stock register and a stock is being maintained. The accounts of the institution are subject to audit by internal and external auditors. Internal audit is conducted periodically and any discrepancy identified is brought to the notice of the Principal. Budget is reviewed by the Management and Principal. Whenever any deviation occurs in the budget, respective HoDs have to address the issue and give justification for the subsequent approval.

- Expenses are incurred in accordance with the budget approved for each department at the beginning of the academic year. All proposals are audited by the internal accounts manager/ cashier on a daily basis.

## 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:

Yes, the Institution has established the Internal Quality Assurance Cell (IQAC).

#### Quality Policy:

**“Despite the constraints inevitable and inherent in the scenario of an affiliated institution, Adhi College of Engineering and Technology seeks to remain quality and improvement-oriented all the time rather than just compliance-oriented by continuously striving to sustain a research-informed, experiential, practice-based teaching-learning environment and ambience in tune with the expectations of employers and other stakeholders.”**

The Institution strives to achieve Academic excellence by futuristic outlook in the fields of Engineering and Technology in a well-disciplined environment through

- Commitment to continual improvement in all areas
- Involvement of people at all levels
- Up gradation of Infrastructure and human resources

In accordance with the above policy, the Institution has created the IQAC and came out with well-defined responsibilities to contribute the Quality assurance processes. College has developed several quality assurance mechanisms within the existing academic and administrative system. The responsibilities of the IQAC are,

- Development and application of Quality benchmarks / parameters for the various academic and administrative activities of the Institution
- Dissemination of information on various Quality parameters of the higher education
- Organization of workshops, seminar on Quality related themes and promotion of Quality services
- Documentation of the various programmes / activities leading to Quality improvement
- Acting as a nodal agency of the institution for Quality related activities
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the Quality parameters
- Facilitating the creation of centric-learning environment conducive for Quality education

and faculty to enhance the required knowledge and latest technology for participatory Teaching and Learning process

- Arrangement for feedback responses from students, parents and other stakeholders on Quality related Institutional processes
- Development and maintenance of Institutional database for the purpose of enhancing the Institution Quality
- Development of Quality culture
- Documentation and record keeping
- Establish procedure and modalities to collect data and information on various aspects of Institutional functioning

#### Plan of Actions:

- To facilitate the students chapter of Managerial and Personality development programme for students
- To motivate faculties for research work and participating to the National and International seminars and conferences
- To provide platform with inspiring faculties for joining FDPs and doing Ph.D. in their areas of work / interest
- To conduct various academic, socio-cultural and other programmes for overall growth of students

To emphasize on students counseling and assistance programming like, Career Guidance and assisting for Career Planning.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 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:

Mechanisms to continuously review the Teaching-Learning process:

Teaching-Learning process is continuously monitored by the following committees,

- Planning and Monitoring Board
- Academic Squad Committee
- Discipline and Welfare Committee

##### Preparation of well-defined Academic Schedule

Academic Schedule is prepared by the Principal with the guidance of University Academic

Calendar. The Academic Schedule was verified by the Management and the Governing Council. After the Verification if need, corrections were made in the Academic Schedule and circulated to the Departments through the Heads of the Department.

### **Proper Subject Allocation**

Subject Allocation was done by the Heads of the Department with the suggestions from the faculty members and the discipline of faculty members are also taken into account while allot the subjects. After the completion, Subject Allocation is submitted to the Principal for the review. Principal verified the Subject Allocation with the guidance of previous performance of the faculty members and the discipline of the new faculty members and their performance in the assessment programmes. The Subject Allocation is circulated to the Department after the approval from the Principal.

### **Preparation and Review of Lesson plan and Notes of Lesson**

Lesson plan and Notes of Lesson in the course file are prepared by the individual faculty for their subjects. The readiness of the course files are verified and approved by the Heads of the Department and the Principal. Course files are frequently verified by the ISO members and the Internal Audit committee.

### **Maintain the good attendance in each section, department and College**

- Our Institution gives major importance to the students' attendance. Class Advisors and Heads of the Department submit the Daily Attendance Report to the Principal for the review. All the Departments are maintaining their Attendance Percentage above 80 % in their sections. The Department which is produced Attendance Percentage below 80 % have to submit the Report with the reasons of students' leave to the Principal.
- Class Advisors contact the Parents of absented students through phone in daily basis.

### **Material Distribution and Verification**

Study Materials are issued to the students for all the subjects through the subject handlers. Study Materials are verified by the Class Advisors, Heads of the Department and Academic Monitoring Committee. Material Verification Report is submitted to the Principal after the verification. Principal reviews the Report and discussed about the deviations with the Heads of the Department.

### **Standard Evaluation and uniform review**

- Internal Assessment Examinations are conducted and the standard evaluation is done. Evaluation process is verified by the Heads of the Department through sample answer sheets.
- Review meeting is conducted by the Principal with the Heads of the Department and the Class Advisors about the Result in the Internal Tests. Decisions were made in that meeting for the further improvement in the subjects.
- The feedback on faculty is analyzed and evaluated on the scale of 100 and every teacher is provided with a copy of feedback for making necessary corrections. Further, teachers are counseled by the Heads of the department and Principal if required.

- Identifying the slow learners, conducting coaching class and effective practice tests
- Slow learners are identified by the Class Advisors and the Subject handlers through the performance of students in the Internal Tests. Coaching Classes and Practice tests are conducted for the slow learners to improve their Academic performance. Attendance sheets and the marks statement of the Practice test and Coaching Classes are verified by the Head of the Departments, Principal and Academic monitoring Committee.

### Encouraging the Peer learning

Peer Learning process is created and maintained by the Class Advisors. Well scored students are allotted to encourage the Slow Learning students. Class Advisors review the Peer Learning.

### Feedback from the students, faculty members and review for preventive actions

- The feedback on faculty is analyzed and evaluated on the scale of 100 and show the score to every faculty on feedback for making necessary corrections. Further, faculty members are counseled by the Heads of the Department and Principal if required. The feedback mainly focuses on the various teaching skills of the faculty members, like presentation, communication, knowledge, content covered, innovative practices followed.
- Feedback from the students is received through the Class Committee meetings about the improvement required for the Teaching-Learning.
- The Principal also receives the feedback by interacting with a selected group of students from each class (Students with single subject arrears, multiple arrears, class representatives and top performers in each class).The Heads of the Department interacts with few students of each class and takes the feedback on the faculty members about the effectiveness of their classes and learning material provided.

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

**Response:** 1.4

#### 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
7	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>



**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:** C. Any 2 of the above

<b>File Description</b>	<b>Document</b>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
e-copies of the accreditations and certifications	<a href="#">View Document</a>

**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:**

All the suggestions made by IQAC have been approved by the Management. Decisions of the IQAC have been implemented by the Management. The Implemented decisions are,

- Provided Wi-Fi facility to all the students and faculties
- Implemented the Smart Class Rooms for digitalized Teaching-Learning Process
- Extension, renovation and purchase of modern and necessary equipments for all laboratories
- Separate computer laboratories for computer application based subjects
- Poviding Faculty Training programmes and motivational sessions to the students frequently through the external eminent persons
- Introduced the Digitalized Teaching-Learning Environment through Smart Class Rooms and Wi-Fi facilities

- Promotion of Research and Publication by Faculty
- Physical Infrastructural Development — Separate Department for all programmes; Toilet facilities, Drinking water in each Floor.

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:** 2

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	0	0	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

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

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

**Response:**

##### **Safety and Security**

Our institution is characterized by its consistent concern for the benefits of our students, faculty, contribute to make the campus a safe, nurturing atmosphere for learning. Safety & Security officers are always available in our campus for 24/7. CCTV cameras are installed at various locations in the college as per the Government regulations to monitor the activities. Our institution provides many resources to students, faculty to address by having grievances cell and suggestion box and separate block for girls and boys hostel at certain distance.

Is characterized by various facilities such as anti ragging cell, general enquiries, ID Card & building access, parking assistance, Sign boards, providing and valuable equipment campus-wide protection, tracking absence and inappropriate student behaviour by recording periodical attendance, the visitors are allowed on prior appointment and are given separate visitors ID during

their presence inside the campus.

Our objective is to be *committed in providing a safe environment for the pursuing academic excellence* by endorsing a safe and secure learning and working environment for students, faculty through effective policies and measures, learning programming, and society participation. Emergency transportation, stationary and power generator facilities are also available in the campus.

### **Counseling**

Counseling Centre is a very exclusive resource available in our College of Engineering college under the guidance of professional counsellor **Mrs. Devi**. It is an advance effort taken by the management. The centre provides psychological counselling and training sessions to students, faculty and parents to develop them, occasionally. The prime objective of the centre to prevent psychological issues such as anxiety, depression and nervousness during examination family Problems, behavioural problems, Low confidence and self esteem and provide solution to such issues if any. Special concentration is given to hostellers who have specific issues like home sickness and adjust mental problems mainly for freshers. Our institution is always dedicated to the holistic improvement of the learners. For this a close assessment and a warm interaction with the individual students is mandatory. The various counselling session conducted periodically for the students for free and confident express their academic, emotional and personal pressures and gives solution for the problem and helps them to perform effectively.

Counseling sessions are conducted by One- to- one counseling, Group counseling, etc on an average of 40 students are counseled per month. Centre functions in all working days from 9.00 am to 3.30 pm. Parents can meet counsellor with prior appointment during all working days.

The following mechanism is adopted

- Mentoring
- Counseling
- Motivational talk.

### **Common Room**

Our College provides comfortable and separate Girls Common Room and Boys Common Room, where a student can relax whenever he/she feels unwell. Hygienic rest room, beds are available for any health problem with medical aid housed inside the college with a physician.

File Description	Document
Any additional information	<a href="#">View Document</a>

**7.1.3 Alternate Energy initiatives such as:****1. Percentage of annual power requirement of the Institution met by the renewable energy sources****Response:** 0

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

7.1.3.2 Total annual power requirement (in KWH)

Response: 348683

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.4 Percentage of annual lighting power requirements met through LED bulbs****Response:** 51.46

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

Response: 71759

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 139442

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

**7.1.5 Waste Management steps including:**

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

**Response:**

**Solid waste management:** The solid waste produced by the college is collected daily by the house keeping staffs and the wastes are dumped. The garbage is dumped in the pit and landfills are used to cover the garbage from producing any affect to the surroundings. The soil is filled over the solid waste with sand and gravel which makes the waste to decay due to the top and bottom layer of soil.

**Liquid waste management:** Sewage treatment plant (STP) is located at the south – eastern side of the college. The STP has a capacity of 100KLD and the size of equalization tank constructed is 4.5m x 4.5m x 3m. The college has 4 department blocks, 2 hostel blocks and one canteen block. The waste water from the all the department and hostel block are connected to STP. All the liquid wastes from all the blocks are first treated and then the waste is sent to the collection chamber. The chemical wastes obtained from the environmental engineering laboratory and chemistry laboratory are treated and then disposed to the STP.

**E- Waste Management:** The reusable computer and electronic waste are given to the licensed company which collects the e-waste periodically. The electronic equipments are periodically maintained and the services for all the machineries are done annually. Thus, the production of e-waste is reduced.

### 7.1.6 Rain water harvesting structures and utilization in the campus

**Response:**

#### **RAIN WATER HARVESTING:**

- Water harvesting is made in all blocks for recharging ground water which is also source of supply to the campus.
- Two retention tank are available in the Campus (in North-west and South –West corner, a in front of Main Block)
- Four water harvesting systems are available in the campus (a bore well in North-East side, a bore well on West side of Main block and an open well near Main Block and beside the boys Hostel. )
- Two R.O Purifier (500L/H) is supplied to two storage tank (1000L/2000L) for drinking .

File Description	Document
Any additional information	<a href="#">View Document</a>

### 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:****ENVIRONMENTAL CLUB****Objectives:**

- Raise awareness and understanding of environmental issues
- Instill a sense of responsibility for the environment and a personal commitment to protect and preserve the environment
- Educate and cultivate an appreciation and interest in the environment

The Club will be involved in a diversity of programmes aimed at promoting environmental consciousness and protecting the environment. Members will contribute by providing creative ideas on how to initiate and organise programmes in line with the Club's objectives as well as in participating in hands-on "green" activities. The Club will also be working hand-in-hand with the Ministry of the Environment, Singapore Environment Council, National Youth Achievement Award Council and corporate companies, etc on various environmental issues and projects.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years****Response:** 0.79

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
1.25	1.1	0.9	1.45	1.2

<b>File Description</b>	<b>Document</b>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

**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:** B. At least 6 of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Resources available in the institution for Divyangjan	<a href="#">View Document</a>

**7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years****Response:** 24

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
14	4	2	2	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)****Response:** 8

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
3	2	1	1	1

<b>File Description</b>	<b>Document</b>
Details of initiatives taken to engage with local community during the last five years	<a href="#">View Document</a>

**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**

<b>File Description</b>	<b>Document</b>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

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

**Response: Yes**

<b>File Description</b>	<b>Document</b>
Provide URL of website that displays core values	<a href="#">View Document</a>

**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**

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

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

**Response: Yes**

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**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	<a href="#">View Document</a>

**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:** 30

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

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

**Response:**

The institution follows and practices all prominent national festivals, all religious fuctions and encourage the faculty and students to participate in the events like Republic Day, Independance Day, Diwali, Pongal festival and Dussehra .The Mangement will sponsor the sweets and gift to the students and faculty during the festival. Celebration of Birth Anniversary of well known personalities in the field of science, social work are celebrated as Science day, Teachers day and Engineers day. Various programmes are organized and the competitions were conducted among the students to enhance their talents .

File Description	Document
Any additional information	<a href="#">View Document</a>

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

#### **Response:**

Expenses are incurred in accordance with the budget approved for each department at the beginning of the academic year. All proposals are audited by the internal accounts manager/ cashier on a daily basis.

Income and expenditure statements are prepared as per statutory requirement and audited annually by External Qualified chartered Accountants.

Tuition fee collection is the major source of revenue generation of the college. The institution generates revenue by collection of hostel fee and transport charge also. The college meets a lot of expenditures such as issuing salary to the teaching faculty members and non-teaching staff members, electricity bills, purchase of machinery, equipment, constructing buildings and maintenance.

#### **ADMINISTRATIVE:**

- The Head of the Institution conducts a meeting everyday with the Heads of the Department. All the information pertaining to the institution is readily available for review by the top management and other stakeholders.
- Information is received by the Head of the Institution from the feedback and one to one personal talks with the staffs, suggestion boxes, subject experts, interaction with alumni, and interaction with the parents and Industrial Experts during their visit to the institution.
- During the Governing Council meeting the members of the governing council discuss the feedback collected on various issues and suggest suitable action. Feedbacks are collected by the Head of the Institution on the following aspects
- Daily Academic activities, Teaching-Learning, Lab Infrastructure, Faculty Interaction with students, Examination Result Analysis, Discipline activities, New facilities required for the Departments, R&D requirements, Information on the social activities from Students club, Outdoor and Indoor sports facilities from Sports club, Grievance Redressal Committee

#### **In addition,**

The Chairman convenes meeting adequately with Head of the Institution, Heads of the Department, faculty members, students and parents. Feedback can be collected directly from them.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

#### Best Practice-I

##### 1. Title of the Practice: Academic Audit & Research Audit

Academic Audit and Research Audit is conducted once in every semester. Every faculty member maintains course files for the theory as well as Laboratory subjects. The following are placed in course files for audit:

- Attendance record;
- Internal Marks Statement;
- Copies of test question papers;
- Samples of answer papers;
- Assignments;
- Quality Assessments;
- Samples of PPT slides and other teaching materials;
- Laboratory manual, observation book, record note books and list of experiments conducted.

##### 2. Goal

#### Aim:

- To ensure every faculty member is performing well in teaching and research.
- To give feedback to faculty members on areas which need improvement.
- To develop the comprehensive self of students and faculty for the overall growth and performance of the institution, and offer their services according to the contemporary industrial needs and address societal requirements.

#### Concepts of Practice:

- Work culture and output improve when there is monitoring.
- Best Practices of other Institutions are brought into our college, through the Suggestions given through Auditing processes.
- Through Continuous development, the quality of the institution improved

- To monitor the progress of Ph.D. work of full time/part time Ph.D. scholars.

3. *The Context:*

- Students are trained well in academics and Research.
- Quality of teaching-learning process and Research improves.
- Problem related to teaching -learning and research is brought to the notice of decision makers for solution.
- Providing better opportunities to harness the latent talents among students coming from rural and less privileged background.

4. *The Practice:*

- Considering the learning styles and differences among learners, alternative methods like PPT, NPTEL materials, Video, use of charts, models, and internet resources are used for better understanding
- Industrial visits are also arranged to bridge the gap in the curriculum and to help learners to understand the functioning of the industries.
- Remedial Classes are conducted for slow learners.
- Students are motivated to take up Multi-disciplinary, industry and socially relevant projects and thus work for the betterment of the society.
- More emphasis is given to practical sessions for the students to get expertise in trouble shooting the technical problems.
- MoU's are also signed between foreign Universities also to expose the faculty members to the current research areas.

5. *Evidence of Success:*

The Evidence for success is seen in the feedback received through subsequent audit reports.

The audit system has improved the performance of the faculty members and teaching quality and their integrity. The data recorded in the attendance register and assessment report by the faculty members are very good, Overall performance of the students in their written exam is satisfactory which exhibits the effective and innovative teaching methodology of the Faculty. With regard to the preparation of assignments, the students have excelled in their creative skills and have come out with wonderful outputs such as chart work, collages, write ups and handwritten manuscripts.

#### **6.Problems Encountered and Resource Required:**

Interest of students in learning is very minimal. In span of 80-90 days, to complete syllabus, to conduct assessment test and model exam is insufficient to make them understand the concept of learning. Number of staff should be increased so that both learning and passing can take place simultaneously.

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### **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:**

The culture of excellence is reinforced through involvement of the management team in the reviews and taking steps to improve the required aspects of the institution. The Vision, Mission and future plans of the institution discussed by the Management with the staff and the need for excellence is emphasized in order to realize the goals of the institution. Frequently conducted orientation programme to all level of the working staff motivates them to work for their welfare and the organization's goals. Establishing centre of Excellence in every field of Engineering and Technology to transfer knowledge and integrate different technologies in Teaching-Learning. Establishing a Research Center leading to Ph.D. Encouraging the students to participate in the Technical Symposia, Workshops and Conferences. Collaborating with leading Multinational Companies to get the better placement for the students. Encouraging the Faculties to publish journals and to take up the innovative projects

##### **Champion organizational change:**

The college functions with Vision, Mission and Quality Policy for the welfare of both staff and students. All the members from top level management to students take much effort to make this institution as a top level institution through the continual review processes in academic, non-academic, research, and services.

The Principal in consultation with the Head of the Departments plans the activities to bridge the knowledge gap through industry oriented add-on courses, guest lectures by leading industrialists, academicians and frequent visits of students to the Industries.

**The Organization development is ignited through,**

- Suggestions from Academic Governing Council
- Feedback from the stake holders
- Interaction at all level of Faculty members
- Achieving good Results
- Better placement to the students.

## 5. CONCLUSION

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### Additional Information :

#### FUTURE PLAN:

- To get NAAC, NBA accreditation.
- To enhance innovative projects.
- To increase the research projects and external funding.
- To develop new products with patents.
- To get autonomous status.

### Concluding Remarks :

#### CONCLUSION:

- Adhi college of Engineering and Technology has established the quality culture in Teaching and Learning processes through Internal Quality Assurance Cell ,which has been monitoring the quality of all departmental activity periodically.
- In addition to this it is therefore essential for professional accreditation for perception towards Quality Initiative,Quality Sustenance and Quality Enhancement through NAAC accreditation .
- Adhi college of Engineering and Technology is continuously striving towards achieving its goal of imparting skill oriented value base quality education to its students with rural and semi urban background that constitute the major part of its students to strength.
- We ensure that,providing excellent infrastructure and conducive learning environment.The research publication and presentation have been well received and cited by other researchers. The ethos is transmitted to the students who inculcate the interest and rise to the demands of teachers as researchers.
- Proactively responding to the changing needs of industry, parents, and the society by embracing latest technological trends in the field of education excellence.