



Yearly Status Report - 2019-2020

Part A				
Data of the Institution				
1. Name of the Institution	SRI SAIRAM INSTITUTE OF TECHNOLOGY			
Name of the head of the Institution	K.PALANIKUMAR			
Designation	Principal			
Does the Institution function from own campus	Yes			
Phone no/Alternate Phone no.	044-22512111			
Mobile no.	9677053338			
Registered Email	sairam@sairamit.edu.in			
Alternate Email	principal@sairamit.edu.in			
Address	Sai Leo Nagar, Dharkast, West Tambaram			
City/Town	Chennai			
State/UT	Tamil Nadu			
Pincode	600044			
2. Institutional Status				
Affiliated / Constituent	Affiliated			
Type of Institution	Co-education			
Location	Rural			
Financial Status	private			
Name of the IQAC co-ordinator/Director	Dr.S.MURALI			
Phone no/Alternate Phone no.	04422512111			
Mobile no.	9442688257			
Registered Email	iqac@sairamit.edu.in			
Alternate Email	murali.mech@sairamit.edu.in			
3. Website Address	•			
Web-link of the AQAR: (Previous Academic Year)	https://sairamit.edu.in/wp- content/uploads/2017/11/AQAR-2018-19.pdf			

4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink:	https://sairamit.edu.in/wp- content/uploads/2019/11/Academic-Calendar- 2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Voor of Accrediation	Vali	dity
Cycle	Grade	CGPA	Year of Accrediation	Period From	Period To
1	A+	3.30	2018	26-Sep-2018	25-Sep-2023

6. Date of Establishment of IQAC

28-Jan-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries			
Academic & Administrative Audit by IQAC for the academic year 2019-20	31- Jul- 2020 2	2500			
Quality Improvement program (QIP) for faculty	13- Feb- 2020 2	156			
Under Green initiative , Plantation of saplings and trees inside the college campus.	02- Jan- 2020 10	200			
Proposal to implement waste management system in the campus	14- Feb- 2020 1	2500			
All faculty and students are advised to take online courses in COURSERA and Edx (MOOC) platform.	02- May- 2020 1	2500			
Mandatory publication of Research articles in Scopus, UGC and web of science journals for all Faculty members/Students	03- Jun- 2019	65			
Proposal for students pre-placement coaching	07- Oct- 2019 1	345			
Regular meeting of IQAC	05- Aug- 2019 1	15			

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Please see the attachment	Attached	Attached	2019 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	<u>View File</u>
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<u>View File</u>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- > Value added courses through NPTEL / online Preplacement training programmes were directed to enhance the level of placement.
- > Motivational and Career guidance training Programmes were offered to strengthen the confidence level of students to pursue their higher studies and for better placement.
- > Proposal of Starting New UG Programmes such as 1. Artificial Intelligence & Data Science, 2. Computer Communication and Engineering and 3. Big Data analytics.
- > To keep upfront with newer technology, all staff members and students are encouraged to pursue COURSERA (MOOC) and other online courses.
- > PEGA New initiative to enhance students' placement.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Framing Autonomous curriculum and syllabus	Autonomous curriculum and syllabus submitted and approved bt Board of Studies Academic Council
Establishment of New UG Programmes	Proposal submitted and AICTE grant approval for starting New Programms such as 1. AI & DS, 2. C&CE
To develop entrepreneurship skills among students.	Departments conducts industrial visits to reputed industries and institutions and assigning them to take up project works.
To enter in to MOU with various academic bodies of repute in conducting certificate courses.	In collabaration with National Stock Exchange (NSE) and Western Union (Lean Six Sigma)
To acquire new titles and volumes to	Titles:- 125 Volumes:- 327

concerned.

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14. Whether AQAR was placed before statutory body ?	No		
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?	Yes		
Date of Visit	08-Aug-2018		
16. Whether institutional data submitted to AISHE:	Yes		
Year of Submission	2020		
Date of Submission	10-Jan-2020		
17. Does the Institution have Management Information System ?	Yes		
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The management information system used in Sri Sairam Institute of Technology is called 'EDUMATE'. EDUMATE is used to maintain a complete record teaching learning process and student activities in both academic and non academic contexts. EDUMATE maintains digital records of students profile and faculty profile like personal details of every student and staff, students' performance in various evaluation process like tests, Model and university exam, daily attendance, counseling mentor reports and co curricular extracurricular achievements of the students and faculty members and other day to day activities pertaining to students and faculty.		

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution has developed and practices its extensive action plan for effective implementation of the curriculum through the following measures The Institute follows the curriculum approved by Anna University • Institute has constituted an Academic Committee (AC) comprising of Principal, Heads of the Department (HODs), which is responsible for planning and monitoring of overall academic activities and its functioning. • Principal receives inputs from IQAC, Academic committee and Department Advisory Board (DAB). Based on these inputs Cocurricular and extra-curricular activities, value added course, skill development course are planned in academic calendar. • Each department prepares their academic planner in line with the institute academic calendar. • Principal conducts a common meeting with all teaching and non teaching staff before commencement of every semester. • Students are made aware of commencement of semester through common notice and SMS • As per the prescribed syllabus of the University, HOD allocates the teaching load to faculty members who prepare their course plan in-line with the departmental academic calendar. • Individual faculty uploads unit-wise course plan before commencement of semester. • The detailed course file with COPO-PSO mapping is prepared by each faculty member. • Online management system-Edumate in which all the lesson plan are uploaded and it is monitored by HOD if there is any deviation it is rectified and corrected. • Schedule of internal, external theory and practicals and project examinations are displayed on notice board from time to time. • Institute has adopted innovative and creative teaching learning process, tools and techniques through Coursera , Future skills Nascomm by implementing advanced concept of pedagogy, use of ICT, learning management system, student centric methods, participative learning etc. for enhancing teaching and learning experience. • The effective implementation of curriculum is ensured by supplementing classroom teaching with expert lectures, seminars, mini projects, in-house and industry supported projects, industry visits, industrial internships, hands-on-sessions, tutorials, case studies, elearning, NPTEL lectures, MOODLE, knowledge wall, technical quiz, assignments, internal-tests etc. • Contents beyond curriculum are identified and taught both in the classroom and in the laboratory to expose students to recent trends in the industry. • Institute has taken initiative to provide soft skill training, value added courses and counseling for holistic development of students. • Students' feedback is taken twice in semester. • Continuous assessment for Practical, Term work, Projects, Seminars, internal examination, assignment evaluation is being continuously monitored. • Academic audit is the part of the teaching learning process which is reviewed by the academic committee. • Institute has its own stakeholder's feedback policy in place. Inputs taken from various stakeholders are summarized and recommendations are communicated for curriculum revision.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
IoT and Robotics	1	05/08/2019	6	Employability	Internet Of Things
Redhat Linux	-	19/09/2019	30	Employability	Linux
Salesforce	-	12/08/2019	15	Employability	Linux
Robotics and Embedded system	-	09/09/2019	6	Employability	Robotics
CCNA	-	01/10/2019	90	Employability	Networking
Skill Training by CSS CORP	-	05/08/2019	15	Employability	Soft and Technology Skills
Cloud Computing by AZURE	-	06/02/2020	20	Employability	Cloud Computing
GPS and Total Station Concepts and Applications	-	02/05/2020	6	Employability	Surveying
Proteus and Arduino	-	17/02/2020	6	Employability	Proteus and Arduino
Innovative and Design Thinking	-	16/12/2019	6	Employability	Design Thinking

Mobile Application Development	1	17/08/2019	6	Employability	Application Developer
Data Science Using Python	ı	23/08/2019	6	Employability	Application Developer
Java Programming	-	06/10/2019	6	Employability	Java Developer
Business Analytics	-	19/10/2020	6	Employability	Problem Solving
Lean management training	-	23/08/2019	6	Employability	Skill Enhancement
CATIA	-	03/03/2020	6	Employability	Design
CREO	ı	03/02/2020	6	Employability	Design
Amazon Web Services	ı	16/10/2020	30	Employability	Application Developer

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
ME	INDUSTRIAL SAFETY ENGINEERING	20/06/2019

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BE	AS PER ANNA UNIVERSITY	27/06/2019

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	1367	Nil

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
AMCAT	12/08/2019	673
Byts Training	07/08/2019	42
PEGA Training	23/08/2019	30
Skill Rack	23/07/2019	684
Embedded and proctocol developer	12/09/2019	48
VMWare	08/02/2020	50
Soft skill training	12/09/2019	148
Placement Training	14/10/2019	182
Aptitude Training	20/12/2019	93
ORACLE(Java Fundamentals and Java Programming)	01/08/2019	96

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1.3.2 - Field Projects / Internships under taken during the year

	Project/Programme Title Programme Specialization		No. of students enrolled for Field Projects / Internships
	BE	FILE ATTACHED	1033
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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Students Teachers Employers Alumni Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Qualitative feedback is obtained from students at the end of each semester. This feedback is subject to a qualitative analysis on four major domains (1) Quality of the teaching learning (2) Opportunities for personal and professional growth (3) Fairness and transparency in evaluation (4) Infrastructural resources and (5) Culture and ambience of the college. Based on the feedback, several actions are then carried out. • Any immediate remedial action needed is decided by the principal, academic coordinator, concerned teachers • Strategic planning for the future semesters is also based on the feedback. • The feedback about individual teachers is shared with them to help them identify their strengths and weaknesses as perceived by the students. • Teachers do a self-appraisal of their own professional development. The expert team then sits with each of them and helps to mentor them, helping them identify one or two professional goals for the coming academic year. This is done cumulatively and helps teachers develop both personal and professional skills. • Parental feedback is both quantitative as well as qualitative. The feedback is analysed for the strengths and drawbacks. The suggestions for improvement are taken into consideration for the following academic year during strategic planning. • Feedback from the alumni is qualitative. This feedback is also analysed for the strengths and drawbacks. The suggestions for improvement are taken into consideration for the following academic year during strategic planning.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BE	CSE	180	232	152
BE	ECE	120	145	95
BE	CIVIL	30	55	12
BE	EEE	60	75	48
BE	MECH	120	136	47
BTech	IT	120	135	102
MBA	MBA	60	77	59
ME	ISE	18	26	11

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1913	121	163	11	174

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e- Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
174	174	15	22	8	12

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

The main purpose of the mentoring system by the Institution as follows: • Counsel academically weak students and to play an important role in helping troubled students cope with academic, extra-academic and personal problems. • Proactively try to identify problems of the general student populace and to bring them to the notice of the concerned authorities. • Ensuring regularity and punctuality of students through counseling sessions. • Career advancement in self-employment opportunities, entrepreneurship development, morale, honesty and integrity required for career growth. • Professional Guidance in professional goals, selection of career, higher education. • Create awareness and support to students for GATE, GRE, CAT, ISRO, SAIL, NAL, HAL, NTPC, BSNL, DRDO, BARC, and other Government examinations. . As referenced previously, around 15 students are connected to one instructor he/she will be their mentor. The Mentors are given permission to access the profile and contact details of the students to confirm that the mentor should be aware of the background of their wards. Usually, the Mentors give reinforcement, inspiration and guiding help. During the First year, where students are straight from schools, have their own restraints. Subjects in the first year are mostly from the Department of Science and Humanities and General Engineering. Subsequently, faculties from those departments are identified as mentors. The student can meet his/her mentor and represent his/her academic issues and look for remedial measures. From second year onwards, students move to their concern departments and one of their department faculties is nominated as a mentor, who will guide them the following three years. The mentor keeps a complete record of the student's achievements, his/her perspectives, interests, and weakness so on. In the first year, students come from a secure environment from school to college, where their colleagues may or may not think and conduct themselves as he/she has been familiar with. Mentors are authorized to report any challenge immediately and seek resources required. They come across fast learners, slow learners and sometimes they might even feel that the student has landed in an institution not to his/her liking and feel disheartened. Such cases are discussed with the student counselor, who is a certified psychologist, who talks to them individually and advices them as needed. At the point, when, the student requires additional help which is beyond the abilities of the mentor, he/she guides the students and directs them to the right person. Mentors help greatly in identifying student's interest in terms of curricular and co-curricular activities. Furthermore, the Institution conduct a Student Satisfaction Survey based on the survey the difficulties faced by each student is screened by their respective mentor. The purpose of the survey is to provide firsthand support to the students with difficulties and gives relevant inputs to subject teachers which will be more effective in handling these students. The mentor's contact details are shared with the parents/guardians. Similarly, the mentor has the contact details of the parents/guardian. Mentors also inspire students to team up with them in projects or in academic writing. Therefore, mentors guide these students during

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
2034	174	1:12

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
102	174	Nill	Nill	34

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

	nttps://assessmentonline.naac.gov.in/public/index.pnp/postaccreditation/aqar-niledData/ey3pdiloinnii/zv3nwvibvvvvvvvozxeG52ZjiLdmxnP10iLG321vvx1ZSioikvvvS1gybEdt5Xdac0nyeGN0a2p4Rnv3					
2020	DR. K. PALANIKUMAR	Principal	"Prof . K. Arumugam National Award for Innovative work in Engineering and Technology" Indian Society for Technical Education, Shaheed Jeet Singh Marg, Near Katwaria Sarai Opp. Sanskrit Vidyapeeth New Delhi - 110 016 "Best Principal Award" "Compu			
2020	Dr. B. SREEDEVI	Associate Professor	Best Faculty Advisor Award from IEI for the year 2019 The Institution of Longest Continuous SBC Computer Society of India (CSI)			
2019	Ms. D. RAJALAKSHMI	Assistant Professor	Best Women Faculty Award 2019			
2020	Ms. D. ROOPA	Assistant Professor	Best Teacher Award Madras Library Association			

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester- end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BTech	205	II/III III/V IV/VII	19/10/2019	28/01/2020
BTech	205	I/II	20/11/2019	28/01/2020
BE	105	II/III III/V IV/VII	19/10/2019	28/01/2020
BE	105	I/II	20/11/2019	28/01/2020
BE	106	II/III III/V IV/VII	19/10/2019	28/01/2020
BE	106	I/II	20/11/2019	28/01/2020
BE	104	II/III III/V IV/VII	19/10/2019	28/01/2020
BE	104	I/II	20/11/2019	28/01/2020
BE	103	II/III III/V IV/VII	19/10/2019	28/01/2020
BE	103	I/I	20/11/2019	28/01/2020

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution carefully follows the assessment technique endorsed by Anna University. The assessment weight age is 20 for continuous assessment testsand 80 for the end-semester. The academic schedule for every semester is set up in accordance with the University timetable of events, which gives the data about planned timetable for internal assessments, model assessments and the provisional timetable of University practical assessments concerning plan to the academic curriculum. The question paper pattern for the internal examinationshas been normalized by the institution, like that of University end semester question paper containing Part A, Part B and Part C questions as appropriate. Interior Assessment I covers Unit I and II, Internal evaluation II covers Unit III and IV and model assessment covers the entire syllabus of a specific subject. Faculties prepare three sets of question papers with respect to the tests and provide it to the exam cell, wherein the Head of the Institution select a question paper from the set and it is disseminated to the students at the time of assessment. Students' marks are distributed to the studentsimmediately after the completion of assessment and the

equivalent is reported to their parents through message, email and post.

Retests/Improvement tests are written by students who failed to secure minimum percentage of marks / who want to increase their internal marks, for that a special schedule is outlined for student's purpose. Academic performance and attendance of each student are maintained and recorded in each and every department through Edumate portal.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the beginning of each academic year, Principal together with the Heads of the Departments conducts a meeting and confirms the Academic Calendar in configuration with the University plan. The University ahead of time distributes the Academic Calendar containing plans for curricular and co-curricular activities reliant on on the available working days according to their standards. Academic Council of the college is accountable for setting up the Academic Calendar in correspondence with the University Calendar. Academic calendar gives the date of beginning of the academic session, span of semester, time of internal assessment tests, final semester assessments and so on. Time table is arranged well to maintain a strategic distance from any setback in schedule inclusion. The Lesson Plan is set up by each faculty with data like: Unit wise topics, number of hours needed for each Unit, etc. During Class Committee meeting students are given data on the goals of each subject which is well clarified by the Chairperson of the meeting. Expected result from the student is likewise clarified clearly by the Chairperson. Syllabus completion is surveyed regularly by checking the lesson plan sheets, class committee meetings, record of class work and so on. The practical schedule is set up by the concerned Time - Table in-charge of each department and batch-wise details are specified in the practical schedule. Time Table of regular classes for the semester is prepared and presented on the notice board and College Official Website. There is an academic monitoring council chosen by the Principal who screens regularly regarding the classes and lectures based on the time table.

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 in website of the institution (to provide the weblink)

https://sairamit.edu.in/wp-content/uploads/2021/01/2.6.1-PO-PSO-CO-min.pdf

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	<u>-</u>	Pass Percentage
423	ME	ISE	10	10	100
631	MBA	MBA	51	29	56.9
114	BE	MECH	97	72	74.23
205	BTech	IT	97	91	93.81
105	BE	EEE	71	53	74.65
106	BE	ECE	100	55	55.00
104	BE	CSE	92	72	78.26
103	BE	CIVIL	63	22	50.79

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://sairamit.edu.in/wp-content/uploads/2021/01/2.7.1-Student-Satisfaction-Survey 2019-2020 Report.pdf

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
Any Other (Specify)	21	AICTE	3	3
Any Other (Specify)	7	AICTE	1.5	1.5
Projects sponsored by the University	180	Sapthagiri Educational Trust	0.2	0.2
Industry sponsored Projects	180	DST - IEDC	1	1
Industry sponsored Projects	180	DST - IEDC	1	1
Interdisciplinary Projects	365	Sapthagiri Educational Trust	2	2
Minor Projects	180	TNSCT	0.07	0.07
Major Projects	730	AICTE	6.94	6.94
Major Projects	730	AICTE	7	7
Major Projects	730	AICTE	11	11

3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Webinar on "Research and Post Doctoral Fellowship Opportunities in Foreign Universities"	MBA	29/05/202
Full Stack Java Web development	IT	18/07/201
Next Generation Computing	IT	18/07/201
Empower yourself on data computing	IT	09/08/201
VM ware IT Academy	IT	04/09/201
2 Weeks Online Refresher Course for Management and Commerce Faculty On E-learning Resources Teaching Methodology in Education Research Development	MBA	27/04/202
Seminar On Advertising Strategies	MBA	26/02/202
Internet of things using Raspberry Pi	IT	26/06/201
Salesforce Platform Developer 1	IT	12/09/201
Online FDP on Computer and Communication network	IT	21/05/202
IOT and Robotics	ECE	05/08/201
Data structures	ECE	16/08/201
Cloud computing	ECE	18/07/201
Digital Electronics	ECE	30/08/201
Robotics and Embedded Systems	ECE	09/09/201
Verilog HDL	ECE	09/01/202
Skill Development program on testing and servicing measuring equipments for technical staff members	ECE	10/01/202
Workshop on PCB design using Orcad Pspice and applications of MATLAB	ECE	20/01/202
FDP on Internet of Things	ECE	06/02/202
Webinar on Scope of Industrial Automation and Digital Marketing	ECE	02/05/202
Webinar on Probable Impacts of Pandemic Crisis on Small and Medium Business in India	ECE	14/05/202
The insights and focus on higher studies	ECE	23/05/202
A Pathway to Employability skills	ECE	30/05/202

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Awareness program on Government Jobs	ECE	19/02/2020
Paper presentation on Social Innovation Entrepreneurship	ECE	20/12/2019
Paper presentation on Social Innovation Entrepreneurship	ECE	21/05/2020
National conference on advanced research and innovations in information and communication engineering	ECE	06/03/2020
Webinar on A day in the life of a Red Hat Solution Architect	CSE	02/07/2019
Seminar On "DATA ANALYTICS"	CSE	08/08/2019
FDP on Emerging trends of cloud computing and Industry Adaptation	CSE	16/07/2019
Industrial Oriented training by CSS Corp	CSE	06/08/2019
FDP on Machine Learning using Python	CSE	12/12/2019
Red Hat Certified value added course (RHCSA)	CSE	16/12/2019
International seminar on "Industry 4.0"	CSE	23/08/2019
seminar on Higher Education from Education Matters	CSE	12/07/2019
workshop on Cloud Computing with AZURE	CSE	11/07/2019
Workshop on "Java Fundamentals"	CSE	04/07/2019
Electric Vehicles	EEE	12/09/2019
Innovation Design Thinking	EEE	16/12/2019
Three days Workshop on Proteus and Arduino	EEE	17/02/2020
Design, Control Application of Autonomous Vehicles" (Motivation towards Technology Development in Industry 4.0)	EEE	13/05/2020
An Introduction to E-mobility	EEE	16/05/2020
Machine vision and Industrial automation	EEE	06/06/2020
HVDC and the changing world - Reskilling the new normal	EEE	07/06/2020
Role Of Machine Learning And Optimization Algorithm In Electrical Engineering	EEE	13/06/2020
Protective Device for Industry and Utility	EEE	14/06/2020
Seminar on DURABILITY OF CONCRETE	CIVIL	03/12/2019
Webinar on good practices in construction	CIVIL	18/05/2020
Webinar on career guidance for engineering and medicine	CIVIL	18/05/2020
Guest lecture on BIM Modeling	CIVIL	07/08/2019
National Conference on Recent Innovation in Civil Engineering	CIVIL	13/03/2020
Webinar on Civil Engineering Future opportunitiesWebinar on Civil Engineering Future opportunities	CIVIL	26/05/2020
Workshop on Total station	CIVIL	02/03/2020
One day seminar on "Quality In Engineering"	MECH	05/08/2019
One day seminar on "Industry 4.0"	MECH	13/08/2019
One day Workshop on "Recent Trends in Automobile Technology"	MECH	12/07/2019
One day Workshop on "Awareness of Entrepreneurship Development"	MECH	19/12/2019
Six days FDP Program on "Finite Element Analysis"	MECH	18/11/2019
one day seminar on "Fundamentals of Automotive Brake Friction Materials"	MECH	10/01/2020
one day seminar on "Brake System Design and Latest Advancements"	MECH	11/01/2020
one day seminar on "Engineering and Management"	MECH	21/01/2020
Seven Days FDP on "Engineering And Management Teaching Pedagogy An Industry Perspective"	MECH	11/05/2020
WEBINAR ON Automotive Mechatronics - Global Trends Opportunities	MECH	24/05/2020
Deep Learning Techniques in Healthcare Applications in association	IT	16/03/2020
Advanced Java Programming	IT	05/08/2019
	1	

Skill training on technology and soft skills	IT	05/08/2019
Social innovation and entrepreneurship 2020	IT	06/01/2020
Machine learning using open source tools	IT	13/02/2020
International Conference	MBA	25/02/2020
One Week online Faculty Development Programme on "Engineering and Management Teaching Pedagogy - An Industry Perspective"	MBA	11/05/2020

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
ARIIA (Atal Ranking of Institutions for Innovation Achievements) - Ranked in 6 to 25	Sri Rai Ram Institute of Technology	MOE- Govt.of.India	18/08/2020	ARIIA (Atal Ranking of Institutions for Innovation Achievements) - Ranked in 6 to 25
Best performing MOE- Instituions Innovation Council (IIC)	Sri Rai Ram Institute of Technology	MOE- Govt.of.India	28/09/2020	Best performing MOE-Instituions Innovation Council (IIC)

View File

3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start- up	Date of Commencement
AICTE - MHRD Institute Innovation Council (IIC)	AICTE - MHRD Institute Innovation Council (IIC)	AICTE - MHRD , New Delhi	File Attached	File Attached	Nill
National Innovation Startup Cell	AICTE - MHRD Institute Innovation Council (IIC)	AICTE - MHRD , New Delhi	File Attached	File Attached	Nill
File Attached	File Attached	File Attached	Liberins, Chennai.	Software Solutions	08/06/2019
File Attached	File Attached	File Attached	Smazee ,Chennai	Virutal Reality Based solution provider	02/10/2019

View File

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State National		International	
2	95	107	

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Department of Mechanical Engineering	2
Department of Computer Science Engineering	1

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Туре	Department	Number of Publication	Average Impact Factor (if any)
International	MECHANICAL	56	8
International	ECE	13	2

International	IT	15	3
National	MECHANICAL	7	2
International	EEE	17	1
National	ECE	2	4
National	CSE	2	5
International	MBA	14	5
International	CSE	9	6
International	SH	8	1

3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
SH	12
MBA	5
CIVIL	2
CSE	6
IT	5
EEE	16
MECHANICAL	48
ECE	32

View File

3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/Web of Science or PubMed/Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Evaluation of a suitable material for soft actuator through experiments and FE simulations	Palanikumar K.	International Journal of Mechanical Engineering	2020	0	Sri Sai Ram Institute of Technology	Nill
Investigation of the effect of process parameters on surface roughness in drilling of particleboard composite panels using adaptive neuro fuzzy inference system	Palanikumar K.	Materials and Manufacturing Process		0	Sri Sai Ram Institute of Technology	Nill
Subsurface integrity studies on the drilling of Al/B4C/mica hybrid metal matrix composites	Palanikumar K.	Materials and Manufacturing Process		0	Sri Sai Ram Institute of Technology	Nill

View File

3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of	Title of journal	Year of	h-	Number	Institutional
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https://assessmentonline.naac.gov.in/public/inde	Author		publication		of	affiliation as mentioned in
Bio caryota chopped fibre reinforced polyester composites: Evaluation vibration analysis	Palanikumar K.	Test Engineering and Management	2020	38	Nill	Sri Sai Ram Institute of Technology
Investigation of the effect of process parameters on surface roughness in drilling of particleboard composite panels using adaptive neuro fuzzy inference system	Palanikumar K.	Materials and manufacturing Process	2020	38	Nill	Sri Sai Ram Institute of Technology
Technologies in additive manufacturing for fiber reinforced composite materials: a review	Palanikumar K.	Current Opinion in Chemical Engineering	2020	38	2	Sri Sai Ram Institute of Technology
Evaluation of a suitable material for soft actuator through experiments and FE simulations	Palanikumar K.	International Journal of Manufacturing, Materials, and Mechanical Engineering	2020	38	Nill	Sri Sai Ram Institute of Technology
Study on a Novel natural cellulosic fiber from Kigelia africana fruit: Characterization and analysis	Palanikumar K.	Carbohydrate Polymers	2020	38	4	Sri Sai Ram Institute of Technology

3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	18	59	7	24
Presented papers	42	30	2	Nill
Resource persons	1	6	8	13

View File

3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
File attached	File attached	55	306

View File

3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Na	me of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

500 UNITS DONOR CATEGORY

MVBDA

1725

View File

3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
File attached	File attached	File attached	53	363

View File

3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
File attached	File attached	File attached	365

View File

3.5.2 - Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
File attached	File attached	File attached	02/12/2019	26/12/2019	File attached

View File

3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
File attached	14/10/2020	File attached	340

View File

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
114.65	113.95

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing

Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Autolib	Fully	8.2	2019

4.2.2 - Library Services

Library Service Type	Exi	Existing		ly Added	To	otal
Text Books	30933	5912118	591	443000	31524	6355118
Reference Books	850	389218	295	221500	1145	610718
e-Books	116344	68171	5000	13500	121344	81671
Journals	837	2439541	120	287885	957	2727426
e-Journals	47569	4261439	6815	1551513	54384	5812952
Digital Database	10500	27140	1	13500	10501	40640
CD & Video	3200	Nill	50	Nill	3250	Nill
Library Automation	2	126700	Nill	Nill	2	126700
Weeding (hard & soft)	30	22500	10	5000	40	27500
Others(specify)	2	50000	Nill	Nill	2	50000

View File

4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e- content
All Faculty Members	LMS	Sairam Digital Resources	03/06/2019
All Faculty Members	LMS	Google Classroom	03/06/2019
All Faculty Members	LMS	https://www.youtube.com/c/SriSairamInstituteofTechnology/	03/06/2019

View File

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Туре	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	654	9	9	1	7	1	7	100	0
Added	10	1	1	0	0	0	0	0	0
Total	664	10	10	1	7	1	7	100	0

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Sairam Digital Resources	https://tinyurl.com/yaame6qc
Google Classroom	https://classroom.google.com/u/1h

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
306.2	308.5	471.2	477.35

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Maintaining and utilizing physical, academic and support facilities - Class Rooms/Laboratory Physical facilities such as laboratories, classrooms, library and sports complex are maintained by housekeeping under the supervision of nonteaching Staff/ floor supervisors. Utilization of the classrooms is facilitated to students in working days and to other governmental / non-governmental organizations for conducting exams during vacations and weekends. The masonry and plumbing works are carried out with local skilled persons and the expenditure is incurred from Maintenance. Laboratory equipment are serviced by manufacturers and service personnel during summer / winter vacations. Separate registers are maintained in the office for all the maintenance activities in campus to monitor the progress. Housekeeping/ plumbing and Electrical maintenance 1. Checking water availability in toilets every hour and cleaning toilets every day 2. Checking drinking water availability every day 3. Cleaning ClassRooms, Labs, Veranda, Office Room, Staff Rooms 4. Cleaning the campus every week 5. Checking Furnitures in Classrooms and Office every month 6. Checking Building cracks throughout the campus 7. Checking Electrical, Plumbing, Water line and Sewerage line every month Computers The college has adequate computers with high speed internet facilities with software's, distributed in different locales like laboratories and library. Computers are maintained by internal Staffs. Each laboratory has an assistant, to ensures proper usage of the computers and hazardous equipment's are handled with care. Library The working hours of the library is from 8.30 a.m to 6.00 p.m on working days and from 8.30 a.m to 4.00 p.m. on holidays. Maintenance activities are made periodically to keep the library clean. The activities like fumigation, preservation of books from insects, dust and shelving of reading materials promptly on a regular basis by the housekeeping /Library Staff. Sports Complex/ Activities Through best practices, the students outshine in the field of sports. Excellent infrastructure is provided for sports with 400-meter running track and Synthetic Courts for indoor sports activities. The play fields are maintained by markers and the field equipment like post, umpire stand, score boards are also maintained regularly. The college uses labourers on daily wages to keep the play field clean and condition during the tournaments and sports day celebrations. The markers control the play equipment like ball, bat, net etc., provided to the students and to collect it back safely and register them in the Equipment movement register Power Supply and Electrical Maintenance Power supply is maintained by regular staff through proper system captive gensets as backup for 24hours. A Kirloskar-Make power generator (250-KVA) is installed in the campus to handle the occasional power shut down, is under AMC by M/S Network Diesels, authorized Dealer of Kirloskar. Garden Maintenance Tree plantation and garden maintenance are done by the gardener appointed by the institute. NSS, NCC, YRC maintain certain areas of the college clean and for planting trees, certain areas are allotted for departments to maintain the campus clean and green.

https://sairamit.edu.in/infrastructure/

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	LEO MUTHU MERIT SCHOLAR SHIP	71	2951000
Financial Support from Other Sources			
a) National	BC/MBC/SC/ST /FIRST GRADUATE/AGARAM/MATRAM /ANANDHAM/RAJASTHANI ASSOCIATION/THE AMEERUNNISA BEGAM SAHIBAS ENDOWMENTS/SHREE GAYETHRI TRUST/SHREE GAYETHRI TRUST	1145	26031435
b) International	Nil	Nill	0

View File

5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
FILE ATTACHED	Nill	1913	FILE ATTACHED

View File

5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	UPSC,TNPSC - Awareness Session by kingmakers IAS Academy Gate Forum - Gate Classes, career counselling for higher studies BYTS,PEGA,AMCAT, Prerena	521	591	20	416

View File

5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
7	7	30

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
FILE ATTACHED	521	416	FILE ATTACHED	9	9

View File

5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	19	FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	FILE ATTACHED

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	8
CAT	1
GRE	2
Civil Services	3
Any Other	3
Any Other	3

View File

5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
FILE ATTACHED 3	FILE ATTACHED	476

View File

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)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural		
2020	GOLD	National	2	Nill	412416103019	EZHILARASAN
2020	SILVER	National	5	Nill	412419106034	JEFRIN JM
2020	BRONZE	National	6	Nill	412418205065	MIRUDHULA S

View File

5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students of Sri Sai Ram Institute of Technology have been fortunate enough, because the college provides various opportunities for the welfare of the students to outshine in other fields apart from academics. The students are also exposed to the new version of soft skills to develop the language and career development skills. These practices help the student to have self confidence and self development. Apart from this, Professional Society Chapters and various club activities are launched for the students. Research activities are also encouraged by the RD cell and so many students have been successful in their respective research field. Department of Science and Technology, New Delhi has funded Rs. 44 Lakhs to IEDC cell, for the improvement of the emerging Entrepreneurs. The students are motivated through self - learning aspect by providing courses like NPTEL, MOOC in the Library and Digital Library. As well, the students actively participate in HACKATHON, INNOTHON, SYMPOSIUM, WORKSHOPS, TEDX Sairamit and have proved their talents by winning many awards. International conference has also been conducted and the students have also actively participated in stress free programmes and Yoga programmes in order to have stress - free life. NSS, NCC and YRC committees are organized in order to make the students to excel in these fields and thus, every year, students participate actively in these committees in

order to serve the society. Achievements of our students by collaborating with outside world (including sports) are : • Mr. G.Nandakumar, third year student from CSE has won the First Prize in Hackathon Organized by Madras Institute of Technology on 31.01.2020 to 01.02.2020. • Mr. T. Shankar, Mr. Sudarshan Sundararajan and Mr. B. Magesh from IT department have bagged the cash award of Rs.2 lakhs in Conduent Block Chain Hackathon at Hyderabad on 22.6.19 and 23.6.19. • Students from the department of ECE, Mr. Vijay, Mr. Balakrishnan and Mr. Dinesh kumar have won the second Prize in KJT Hackathon 2019 at Kalasinlangam Institute of Technology. • Mr. G.Nandakumar from third year CSE has won the Second Prize in Hack Warts, Organized by Jeppiar College of Engineering on 10.01.2020. • Mr. G.Mohanraj from third year has won the third Prize in Hackathon, organized by Prathyusha college of Engineering from 29.01.2020 to 30.01.2020. • Project of Ms. S.Padma Priya. Ms. R.V, Priyanka. Ms. J, Nokudaiyaval from IT department have been selected for IEDC funded project worth Rs-1,00,000/ • Ms. Dhanalakshmi, Ms. HariniKarthi and Ms. Janani of Final year ECE have won the first prize in District science centre innovation festival. • Ms. Sri Priya Kannan from the department of IT has got Best Performer Award in the International Space Science Competition 2020 conducted by GO4GURU. THE PROMINENT ACTIVITIES ARE: • NSS Special Camp -Adopted a village AGRAMTHEN. • Awareness on "Right Information Acts" • Awareness

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

Sri Sairam Institute of Technology Alumni Association makes the professional structure, which helps you to get associated with each other. We are pleased to inform that, our alumni have done a great job in their respective fields by establishing their inner talents. This worldwide stage of alumni association acts as a platform for all the alumni members by extending its helping hand among us. Thus, it paves the way to establish, enrich and enhance the skills of every alumni member throughout their lifetime.

on "Nutrition and Diet" • NCC • Kargil Vijay Diwas Day • Plastic ban awareness rally • Swach Bharat Activities • Tree saplings plantation with NGO'S • Youth Red Cross • Blood Donation Camp • Womens Day

5.4.2 - No. of enrolled Alumni:

665

5.4.3 - Alumni contribution during the year (in Rupees):

95000

5.4.4 - Meetings/activities organized by Alumni Association:

1. Organised Alumni Meet 2019 on 08.06.2019 in SSR Hall -LMS Stadium 2. Organised Awareness Program on Government Jobs presented by Alumni Ms. Vaishalini on 19.02.2020 3. Organised Webinar on Expectations of Envisioned Future presented by Alumni Mr Sreeram K L, Mr Sriramm MS, Mr Akash Kishan on 18.05.2020 4. Organised Webinar on Career Guidance for Engineering and Medicine" presented by Alumni Ms Yamini G on 18.05.2020 5. Organised Webinar series on Promoting Employability Skills presented by Alumni Ms. Nifasath Afshan, Ms. Atya GAndiban, Ms. Sandhya Raghupathi, Mr. Venkataragavan, Ms. Sakthi Chandini, Mr. Sudarsanam Sundarrajan, Ms. Swapna S, Mr. Nithi Venkita Krishnan, Ms. Prithy B K from 18.05.2020 -24.05.2020 6. Organised Webinar on An Introduction to Cloud Hosted Servers and Services presented by Alumni Mr.M.Nirmal Raj, Ms.Manasa Balaji on 25.05.2020 7. Organised Webinar on The Civil Engineering Future opportunities presented by Alumni Mr Sunil Kumar, Mr Karan G, Mr Senthil Kumar, Mr Harish kumar on 26.05.2020 8. Organised Webinar on A Pathway to Develop Employability Skills" presented by Alumni Mr Pawan kumar G, Mr Balamurali, Mr Vishnu Priyan, Ms Hemalatha R on 30.05.2020. 9. Organised Webinar Series on Block Chain technology presented by Alumni Ms. Aurovindhya S, Mr. Bhanu Prakash Guntupalli, Mr Sriram T from 30.05.2020 - 04.06.2020 10. Organised Webinar on "Mechanical Engineering - Recent Trends and Opportunities " presented by Alumni Mr. Mithun Santhosh, Mr. Surya Prakash, Mr. Narendara Kumar, Mr. Kannan Ramachandran, Mr. Vigneshwaran Baskaran ,Mr.Varadharaju, Mr.Skanda Gurunathan Ms.Priyanka on 31.05.2020

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

| | 6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Participative management is an effective tool for transforming the culture of an organization. It encourages the involvement of stakeholders at strategic, middle and operational levels of an organization for analysis of problems, development of strategies and implementation of solutions. It can be used as critical means for improving performance, productivity and job satisfaction. Moreover it balances the involvement of both superiors and subordinates in informationsharing, problem-saving and decision making. Management representatives, Principal, faculty members and students play a vital role in participative management. Management representatives involves in maintaining and enhancing the quality and welfare aspects of the Institute. Principal initiates and drives all the academic and non-academic activities involving HODs and faculty of all the UG and PG departments. The institution reassures participative management at various levels. Administrative and academic committees are formed where students and faculties play an important role in decision making process. This ensures participative management at all levels. Meetings are conducted every month by the Head of the Institution with Head of the departments where policies are framed and decisions are made for its implementation. These decisions are disseminated to faculties by HODs through periodical meetings. The management is also open to the ideas and suggestions given by the faculties in implementing the policies framed for the benefit of the Institution. Principal heads the academic, administrative and other matter related to students. He has full authority on academic activities and formations of various committees. He delegates various roles to the members in the committee to act autonomously. HODs have functional autonomy to decide on the various departmental events and implementing them with the involvement of the faculty members. They have privileges in proposing the budget, framing timetable, subject allocation, assigning department coordinators for various committees, conduction of National and International Conferences, organizing seminars and workshops, arranging Industrial visits, In- Plant trainings and help in manifesting the vision and mission of the overall Institution. Case study The institution favors the concept of decentralization at all levels and actively pursues the implementation in the overall schema. • Head of the department plays a vital role in decentralizing the resources by scheduling the activities of the department and assigning responsibilities to the department faculties. • Various activities like organizing seminars, guest lectures, workshops, Symposium, conferences, Industrial visit and Inplant trainings are delegated often to the faculty members by the HOD. • Faculty members are involved in the purchase and maintenance of equipment and consumables. One of the objectives is to mentor the students as productive citizens for the society at large as participative management. Towards that end a mentoring system that provides a guide line to the students was conceived and implemented with the participation of the faculty members. The mentoring system comprises of different steps. The initial step is to allocate a set of students to each faculty. Each and every faculty maintains the record of complete students' profile. A schedule is put in effect for periodical monitoring of their performance including the extra-curricular and co-curricular activities.

6.1.2 - Does the institution have a Management Information System (MIS)?

Yes

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Guest lectures and extension activities are regularly organized in the collegeby all departments. Such activities inculcate technical and practical skill development impart effective communication skills and writing ability among students. Programmes about yoga, health awareness and healthy diet are also organized in order to nurture the personality development of the students.
Teaching and	• Creating a conducive learning environment. • Improvising the

Learning	<pre>infrastructure to facilitate learning. • Incorporating innovative ideas and methods for subject delivery that increases the enthusiasm of the learners which helps in increasing the success rate. • Disseminating best practices for Teaching and Learning to the faculties. • LMS, Moodle, NPTEL, E- resources</pre>
Examination and Evaluation	The institution is affiliated to Anna University, Chennai and hence, the examination pattern and the process of evaluation are carried out as per the university guidelines. The process is transparent and is communicated to the stakeholders, students, faculty and parents by structured mechanisms. Students are well informed about the evaluation process that comprises attendance requirements, internal assessment marks and pattern for end semester examinations by means of printed instructions circulated among all the students. Induction day for fresher's serves as the best platform to detail the process of evaluation system followed by the institution to all the parents, staff and students, which emphasize the need for strict adherence to the stipulations. Department meetings, class committee meetings and counseling sessions are periodically organized wherein the heads of the departments along with the faculty members address the student issues and maintain a good rapport with the students. Staff meeting is organized by the heads of the departments concerned at the beginning of every semester to discuss and decide on changes in evaluation / assessment system and the inputs from the HODs are incorporated. The marks awarded to the students in the continuous assessment tests and the attendance percentages are communicated to parents through post by the institution and the same is accessible through the website of the affiliating university. (www.coel.annauniv.edu). Any change in the schemes of evaluation, updates on curriculum revision, alterations in the question paper patterns are conveyed to the students and the faculties through circulars received from the University and the same is displayed in the University web portal (www.coel.annauniv.edu). During student counseling parents are also informed about the Anna University web portal, COPO mapping, internal assessment and attendance requirements for end semester examination
Research and Development	• Establishment of research amenities to encourage and cultivate the research culture among the learner community. • Promotion of consultancy and research among the staff and students. • Highlight the innovation and creativity in all aspects of activities of the Institution. • To encourage collaborative research, student project, publications • Motivate Student participation in various competitions • Achieve centre of excellence
Library, ICT and Physical Infrastructure / Instrumentation	The college has an automated library with 32669 volumes of books on different disciplines, with separate section for the international and national periodicals, to provide effective learning resources to the students.
Human Resource Management	Organization chart provide the functional and relational hierarchy of the institution. Chairman/CEO heads the institute and looks after all the functions of the institution including academic, administrative and developmental activities. Under Chairman/CEO, Secretary and Treasurer help to maintain the management system. He works towards making the institution to attain its goal of academic excellence and keeping pace with the emerging trends and development of educational innovation with the help of Trust members. Decisions arrived by the management team are issued through the Principal who acts as the main coordinator between all the three entities — the management, the staff members and the students. The principal heads Audit, RD, Academics, Examination, Cell/Committee, Hostel, Placement, Alumni Association and Administrative Office. HODs are responsible for overall functions of the department including budgeting, academics and student improvement programs

,,	The position of the first of th						
	Industry	• Focusing on multi-dimensional evaluation areas. This helps in					
	Interaction /	molding the students to meet employers' requirements • MoU, Internship, IV, Guest Lectures, Seminars, Webinar, Consultancy					
	Collaboration	Internship, IV, Guest Lectures, Seminars, Webinar, Consultancy					
	Admission of Students	Online registration for students, Management and Counseling					

6.2.2 - Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	iTech PKM Towers#57, Ayyappan Nagar Extn, 200 Feet Road, Kolathur, Chennai-600 099. Phone: 91-44-26503257 / 58 Email: info@itechind.com Website: http://itechind.com
Administration	EASY - Educational Automation Software Pvt Ltd Flat 1B, I Floor, Old. No.5, New No. 9, First Main Road, KB Nagar, Adayar, Chennai - 20 Phone: 32954228,9380005207,9283392597/598 E-mail: easysoftin@gmail.com Website:ffssoft.com
Finance and Accounts	SmartInfotech 5/29, SouthSivankoil Street, Kodambakkam. Chennai - 24 Phone: 9840283825, 9840210999, 7550083825 E-mail: smartinfotech@airtelmail.in Website:www.smartinfotech.co.in
Finance and Accounts	EASY - Educational Automation Software Pvt Ltd Flat 1B, I Floor, Old. No.5, New No. 9, First Main Road, KB Nagar, Adayar, Chennai - 20 Phone: 32954228,9380005207,9283392597/598 E-mail: easysoftin@gmail.com Website:ffssoft.com
Finance and Accounts	Taxmann's One Solution 4-1-369-Indralok commercial complex, Shop No 15/1 - Ground Floor, Beside Hotel/ Jaya International Reddy Hostel lane, Abids. Hyderabad - 500001 Phone: 9391041461/09322293945 E-mail:bdurgaprasad@taxmann.com Sales.hyderabad@taxmann.com
Finance and Accounts	WebtelElectrosoftPvt Ltd 110-114, 1st Floor Rattan Jyoti Building, 18, Rajendra Place, New Delhi-110008 Phone:022-23000380/81/82, 033-40047675, (011) 45054000 E-mail:contact@webtel.in Website:www.webtel.in
Student Admission and Support	EASY - Educational Automation Software Pvt Ltd Flat 1B, I Floor, Old. No.5, New No. 9, First Main Road, KB Nagar, Adayar, Chennai - 20 Phone: 32954228,9380005207,9283392597/598 E-mail: easysoftin@gmail.com Website:ffssoft.com
Student Admission and Support	AutoLib Software Systems B 2 - Solai Apartments, 3/178, Mount - Poonamalle Road, Chennai - 89 E-mail : autolib@yahoo.com website: autolib-india.net
Student Admission and Support	<pre>iTech PKM Towers#57, Ayyappan Nagar Extn, 200 Feet Road, Kolathur,</pre>
Student Admission and Support	PeeCee Castle Software Services Private Limited Door No 9/2 , 15th Ward, Five Falls Road, Ilanji,, TenkasiTaluk, Tamil Nadu, India - 627805 E-mail: bercolax@gmail.com
Student Admission and Support	CSN Systems Sire Mansion Fourth Floor, #621, Annasalai, Thousand Lights, Chennai - 600 006 Mobile : 9840098867
Student Admission and Support	Aspiring Minds 809 A, Third Floor, UdyogVihar, Phase V Gurgaon, Haryana, India
Student Admission and Support	TalentSprint Survey No. 126P, PSR Prime Tower, beside DLF Cyber City, Gachibowli, Telangana 500032 Website:talentsprint.com
Examination	<pre>iTech PKM Towers#57, Ayyappan Nagar Extn, 200 Feet Road, Kolathur,</pre>

6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	File Attached	File Attached	File Attached	129547

6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	File Attached	File Attached	01/06/2019	31/05/2020	1996	17

View File

6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
File Attached	174	01/06/2019	31/05/2020	14

View File

6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teachi	ing	Non-teaching		
Permanent Full Time		Permanent Full Time		
2	2	6	6	

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
☐ General Amenities • Free Transport	☐ General Amenities • Free	• Insurance •
facilities to and from their home to	Transport facilities to and	Scholarship
College. • Subsidized canteen facility.	from their home to College.	to
 Medical facility. Pooled car 	 Subsidized canteen 	meritorious
facilities for senior staff members. \square	facility. • Medical	students of
Incentives / Awards • Incentive to	facility. \square Incentives /	all UG and PG
Faculty members based on Students	Awards • A Gift voucher	courses of
Securing rank in University Examination	worth of Rs.1000/- is given	all the years
 Financial assistance is provided on 	to Nonteaching faculties	• Sponsorship
Teacher's Day to the faculties who have	everyyear during Teacher's	for attending
secured 100 result in their respective	Day Function. • Marriage	International
subject. • A Gift voucher worth of	Gift and Marriage leave with	Conferences,
Rs.1000/- is given to all Teaching and	pay for 7 days \square List of	workshop and
faculties every year during Teacher's	major Welfare facilities	Competitions.
Day Function. • Marriage Gift and paid	given to the Faculty and	• Best Girl
leave for 7 days \square List the support	their family members: •	Student Award
given for Faculty career Advancement	Provident Fund contribution	to girl
/Life Long Learning: • Special Study	accounting to12 is	students from
Leave to pursue higher studies. •	subscribed to all the staff	all the
Sabbatical leave (OD) for attending	members right from the day	branches of
examination, FDP, National	of joining. • Special	UG and PG. •
International Conferences. • 50	Transport is arranged during	Best outgoing
expenses will be sponsored for the	festival season to the	student
faculty members presenting paper in	native place. • Every year	awards. •
international conference • Registration	Monthly Daily Sheet	Gold Plaque
fee reimbursement for FDP/ Conferences	Calendar, Dairy and a travel	to University
• For Patent filing full fees will be	bag is given to all faculty	Rank holders
paid by the Institution List of major	members. • All the faculties	• Awards to

Welfare facilities given to the Faculty and their family members: • Provident Fund contribution accounting to 12 is subscribed to all the staff members right from the day of joining. • Special Transport is arranged during festival season to the native place. • Every year Monthly Daily Sheet Calendar, Dairy and a travel bag is given to all faculty members. • All the Nonteaching Staff members. • faculties are included in Group Insurance Scheme • Medical leave in case of hospitalization for more than 3 days. • Maternity leave for 3 months with salary for the lady Teaching Nonteaching Staff members. • Research facilities are available for faculties pursuing their Ph.D.,

List the measure taken for Faculty Work-Life Balance: • On emergency, transport facility arranged • On any medical need, hospital facility is arranged • Monthly one Casual Leave and two one hour permission is allowed to avail. • Yearly 45 days of Vacation leave is given to faculty members. • Periodical health check up is conducted by a team of doctors. • Yoga facilities, Gym facilities are available. • Staff members sports (indoor game, outdoor games) are conducted. • Motivation talks from the experts are conducted once in a semester.

are included in Group Insurance Scheme • Five sets of free Uniform are provided for Non-Teaching Staff. • Medical leave in case of hospitalization for more than 3 days. • Maternity leave for 3 months with salary for the lady Fee concession for the children of non-teaching staff members. • Fee waiver scheme for non teaching staff. • Scholarships for the wards of non-teaching staff

List the measure taken for Faculty Work-Life Balance: • On emergency, transport facility arranged • On any medical need, hospital facility is arranged • Monthly one Casual Leave and two one hour permission is allowed to avail. • Yearly 25 days of Vacation leave is given to faculty members. • Periodical health check up is conducted by a team of doctors. • Yoga facilities, Gym facilities are available. • Staff members sports (indoor game, outdoor games) are conducted.

students who excel in project works. • Awards to consistent achievers in academics, cultural and sports

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal audit take a holistic view of Institution's governance, risk, and control systems while external audit are either concerned with the accuracy of business accounts and the Institution's financial condition or the Institution's compliance with laws and regulations. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been permanently appointed, and their teams do a thorough check and verification of all vouchers of the transactions for each financial year. Likewise, an external audit is also carried out on an elaborate way on quarterly basis. The institutional accounts are audited regularly by both Internal and statutory audits. So far, there have been no major findings / objections. Minor errors or omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows internal external financial audit system. Internal Audit is performed by officials deputed from trust office periodically and the reports are obtained before the conduct of the external audit, which is normally done after the closure of the accounts in all respects. External audit is done by statutory auditors after June 30th of the subsequent year. During the course of Internal audit, all required steps are taken to regularize the accounts and to obtain confirmations for the credit balances, to collect documentary evidences wherever inadequate in respect of payments, compliances of T.D.S and statutory formalities and reconciliation of unit wise balances with the control accounts and banks reconciliations. The copy of the Internal audit report covering all matters related to maintenance of accounts, availability of documentary evidences, documentation, compliances, etc., is preserved. Subsequently, external statutory audit is conducted by the

1/11/2021

auditors and the final audit report with audit findings are submitted to the management. The consolidation of the findings of the Institutions with trust central office has been completed and the annual returns have been submitted to Income tax authorities, Registrar of societies Tamil Nadu and the other concerned authorities.

6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of	the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
	File Attached	819405	Conferences, Seminar, Training

View File

6.4.3 - Total corpus fund generated

819405

6.5 - Internal Quality Assurance System

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

Audit Type		External	Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Anna University Representative	Yes	IQAC
Administrative	Yes	Anna University Representative	Yes	IQAC

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

On the day of commencement of the first year classes, PTA arranged a function to welcome the first year students and their parents to improve the efficiency of slow learners in all the departments the Institution arranges for the parent teacher interaction. Since the parents are interested to know the performance of the students, regular interaction with parents are done by mentors regarding the academic and other activities of their wards. Our Students regularly take part in various National level competitions such as Hackathon, ebaja, Supra etc., Parents are extending and also encouraging their support for participation in such events. Parents are contributing and supporting the Institution in Tree planting and other social activities. The expectations and the outcome are reviewed and discussed by the parents and teachers to enhance the overall performance of the students which in turn improves the growth of the Institution

6.5.3 - Development programmes for support staff (at least three)

Skill development programme on testing and servicing measuring equipments for technical supporting staff members. Regular development programs were arranged to nurture the computer and interpersonal skills. Training program for the supporting staff was organized in the areas such as fire safety, disaster management. Programs have been conducted in the area of maintenance and upkeep facilities available in the Institution. Need for the road safety has been demonstrated to the staff

6.5.4 - Post Accreditation initiative(s) (mention at least three)

• Digital classrooms • Webinars • AMCAT Training

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal			
b)Participation in NIRF			
c)ISO certification			
d)NBA or any other quality audit	Yes		

6.5.6 - Number of Quality Initiatives undertaken during the year

Year Name of quality initiative by IQAC Name of quality initiative by IQAC Number of conducting IQAC Number of participants
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11	inttps://assessmentonline.naac.gov.in/public/intex.php/postaccieditation/aqair illedibata/eyo	_			
2019	Regular meeting of IQAC	05/08/2019	05/08/2019	05/08/2019	15
2019	Proposal for students pre-placement coaching	07/10/2019	07/10/2019	07/10/2019	345
2019	Mandatory publication of Research articles in Scopus, UGC and web of science journals for all Faculty members/Students	03/06/2019	03/06/2019	03/06/2019	65
2020	All faculty and students are advised to take online courses in COURSERA and Edx (MOOC) platform.	02/05/2020	02/05/2020	02/05/2020	2500
2020	Proposal to implement waste management system in the campus	14/02/2020	14/02/2020	14/02/2020	2500
2020	Under Green initiative , Plantation of saplings and trees inside the college campus.	02/01/2020	02/01/2020	13/10/2020	200
2020	Quality Improvement program (QIP) for faculty	13/02/2020	13/02/2020	14/02/2020	156
2020	Academic Administrative Audit by IQAC for the academic year 2019-20	31/07/2020	31/07/2020	01/08/2020	2500

CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Numbe Particiț	
			Female	Male
Culture and Progress for women25	25/01/2020	25/01/2020	120	Nill
Menstrual Hygiene awareness	28/12/2020	30/12/2020	250	Nill
International Women's day	08/03/2020	08/03/2020	898	Nill
Pathway of Success from Women Empowerment Cell	13/06/2020	13/06/2020	100	Nill
Healthy Lifestyle After 40 from Culinary Club	25/06/2020	25/06/2020	35	10

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Renewable energy source by solar panels as increased from 50Kw to 150kW, so that fans, tube lights, network switches and computer appliances are operated with these solar energy. Total power requirement of the campus is 320kW. The percentage of power requirement of the institute met by the renewable sources is 46.87

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	24/08/2019	1	Lake cleaning work at Madapamkuttai, Velacherry	Lake cleaning work	5
2019	1	1	31/08/2019	1	Planting saplings at Kandigai	Planting saplings	7
2019	1	1	12/10/2019	1	Planting saplings at Nanmangalam	Planting saplings	7
2019	1	1	20/10/2019	1	Seedling Maintenance at Iyyankulam	Seedling Maintenance	7
2019	1	1	02/11/2019	1	Planting saplings at Iyyankulam	Planting saplings	7
2019	1	1	03/11/2019	1	Planting saplings at Anupampattu	Planting saplings	7
2019	1	1	10/11/2019	1	Preparation of Miyawaki Forest at Avadi, Chennai	Preparation of Miyawaki Forest	9
2019	1	1	13/12/2019	1	Hand wash day at Government school, Somangalam	Hand wash day	27
2020	1	1	24/01/2020	8	NSS Camp at Government higher secondary school, Thriumudivakkam	NSS camp at school to do community services in the village	55

View File

7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Professional Code of Conduct Handbook	03/06/2019	https://sairamit.edu.in/codeofconduct/

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International yoga day	21/06/2019	21/06/2019	32
International day against drug abuse rally	26/06/2019	26/06/2019	27
Independence day	15/08/2019	15/08/2019	32
Jal shakti abhiyan awareness Programme	23/07/2019	23/07/2019	17
Disaster management awareness program	06/08/2019	06/08/2019	6

Fire Safety First Aid Training Program	07/08/2019	07/08/2019	17
Plastic awareness rally		17/09/2019	
Three days dengue awareness and nilavembu kudineer distribution	29/10/2019	31/10/2019	30
LPG conservation Awareness Programme	10/01/2020	10/01/2020	29
First Aid Training Program	24/02/2020	24/02/2020	19

7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

_	
	Tree plantation
	Plastic Free campus
	Campus cleaning
	Swaach Bharat
	World Environment day
	Hand wash day

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

BEST PRACTICE 1 Title of the Practice: Sairam Students' Bridge course The Context: Students of the college come from various backgrounds (socio-economic disparity) and with different abilities (Rural and Urban area). To minimize the differences in their performance the college decided to give extra lectures and teaching classes to the needy before the semester starts. These programmes are not enhance the students capability help garnering the benefits of these courses. Objectives of the Practice: All the departments in the college involve actively in improving the overall results and academic excellence of our students. Coaching classes are taken beyond the classroom teaching hours. The aim is to improve collectively, the achievements and performance of students. These programmes are primarily aimed at slow learner students to have a one-to-one interaction with teachers. They are also meant to train and equip students to face out-of-the-curriculum exams and tests. . The Practice: To alleviate the performance differences among students the following programmes were initiated: basic mathematics, English and Physics. Those students who under-perform in regular classes are given remedial teaching classes by teachers. The remedial classes are mainly aimed at UG students of first year and by the second year they have been found to improve significantly. Teachers (mentors) of the college regularly counsel students to understand their backgrounds and living conditions so that they can develop better rapport with students and parents. This has helped teachers to identify underprivileged students and provide better academic and moral support. Obstacles faced/Problems Encountered: Major challenge was to find time-slots for the classes. Even though teachers come early and leave much later after the regular working hours, the time slots for engaging the classes have been difficult to arrange. Most of the students come from remote areas and they cannot attend classes during late hours. Impact of the Practice/Evidence of Success: The College started the bridge course once they understood the problem of various backgrounds (socio-economic disparity) and with different abilities (Rural and Urban area) when there is a gap in the first semester university results. After these bridge courses there is a steep increase in the first semester results on university exams. BEST PRACTICE- 2 Title of the Practice Standardized procedures for periodic quality checks of Teaching - Learning Objectives of the practice The objectives of the intended outcomes of the best practices are: • To ensure standardized quality learning and teaching experiences across all courses and programs and across differed modes of delivery • To improve students learning experiences and outcomes • To identify and address professional development needs. • To provide staff with reliable, consistent and timely evidence of the quality of their teaching and student learning which may be used in deciding pay incentives/promotion processes The context To meet the challenge of promoting innovativeness of teachers, the best way was found to be insisting on documentation of individual teaching plans/lessons which in turn help to identify the most effective methodologies /approaches that can be shared

with others who are not very successful in their teaching. Senior faculty or sometimes even the youngest faculty coming from diverse backgrounds like industry etc., explore alternative pedagogies or adapt student-support to varied student profiles and pedagogical competencies. Their alternative teaching methodologies can serve as training models to other teachers. In the context of teachers moving towards greener pastures / IT Sectors, the need for adopting standardized procedures was deeply felt as transition becomes smooth when there is a switch of teachers as the former teacher's records becomes a ready reference for the new teacher. Through constant checks of teacher's documents which include their unit planners, academic records, teaching dairies, monthly appraisal etc., the institution finds scope to identify areas of deficiencies and also take up appropriate FDP programmed for the betterment of their professional effectiveness and also for the quality enhancements of the academic programmed. The Practice The procedure which constitutes the implementation of the practice is as follows: The institution has a meticulously organized and clearly planned teaching, learning and evaluation schedule, well integrated into the total institutional scheme. At the end of each academic year, the management holds consultations with the faculty and the examination section to plan the Almanac for the forthcoming academic year • The course outlines and the course schedules are drawn well ahead of the course commencement. Each faculty of our department has an individually drafted unit planner, which reflects how each unit is taught by indicating the time frame along with a mention of methodologies/ references used and modes of evaluation practiced. The course outlines are spell out to the students by the course teacher in the orientation session. • Self - appraisals and Monthly appraisals, submitted by the individual teachers gives a clear indication of the teachers' contributions in various categories - academic, administrative and extension activities. Teaching dairies which have lesson plans of the topics handled that week are meticulously maintained by the individual teachers. • The Head of the department ensures the effectiveness of the process by weekly checks of the teaching diaries, academic records, monthly appraisals and syllabus completion statements submitted by the faculty. The effectiveness is further ensured through cross verification by the head of the institution. • The teaching- learning process is continuously reviewed by the Principal by taking into account the feedback given by the students. • Departmental meetings are conducted thrice in a semester and whenever needed. The minutes are documented and signed by Principal. • Result analysis is submitted by the individual faculty. The result analysis of each department is submitted to the Principal after each semester. • Syllabus completion statements are also periodically submitted by the individual faculty in order to ensure timely completion of the syllabus • Feedback is taken from the students at the end of ever semester for faculty Evidence of success Effective teachers develop productive relationships with their students - they get to know them and take a particular interest in their overall development and progress. Thus the regulatory mechanism of timely checks on teacher quality has the double advantage of improving not only teacher but also student performances. Problem Encountered and Resources required Most of the students are faced trouble to improving performance in examination. Those students were identified through class committee and making clear picture where they were actually logged is a special task. So the staffs have to take care of these particular students by making proper class arrangement in weekends. BEST PRACTICE - 3 Title Employability skill development through Student Mentoring Objectives • To inculcate the graduates with professional and ethical attitude, effective communication proficiency, teamwork skill and multidisciplinary talents. • To instill strong knowledge and to enhance the soft skills in the minds of the graduates with a view to fulfil the needs of industry, consultancy, government and academics. Context In the current scenario, the world of work expects a candidate to expertise in the field of skills like technical, interpersonal and relationship building skills in order to communicate and collaborate effectively. Practice In the mentorship scheme, a mentor is allocated with a group of fifteen students approximately (mentees). Awareness and Training given on various activities like career goal setting, presentation skill, communication skill, resume writing, AMCAT, SWOT analysis etc. • Motivational programs are conducted to motive as well to ignite their thinking ability. • Written and oral communication skill development training are conducted to all our students. • "Skill Rack" software is used for a regular practice in order to enrich the soft skills of the students (every semester). • Employability skills and Communication skills are explored through group discussions by arranging

special hours at the evening to all the students. Evidence of success • The college maintains a good placement record of 76 to 93, during the academic years like 2015, 2016 and 2017, 2018 and 2019. • AMCAT test is implemented periodically therefore the students have shown a remarkable improvement in placement. As a result, good feedback reports have been received from the recruiters. Problem Encountered and Resources required Since, students from rural areas (Tamil Nadu) are in considerable number, they feel difficult to get accustomed academically to the engineering curriculum. Hence, it is a challenge for the mentors in building confidence among the students. Also, balancing in academics with employability skill development programme is a great challenge faced every year.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://sairamit.edu.in/wp-content/uploads/2017/11/BestPractices20.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Sri Sairam Institute of technology is one of the top listed colleges in Tamilnadu. SSIT stands different in many aspects as a top Engineering college in Tamilnadu. SSIT has obtained rank within a bandwidth of 150 to 200 for the year 2018-2019 (all over India) in the National Institutional Ranking Frame work (NIRF) by the Ministry of Human Resource and Developments, Govt., of India. It is recertified as ISO 9001:2015 Certified institution as well, it has been accredited with "A" grade with the CGPA of 3.30 by the Executive Committee of NAAC. Besides, five departments (CSE, MECH, IT, EEE, ECE) have been accredited for 3 years by the NBA Expert Team. State of art Infrastructure in SSIT is one area distinctive and differentiates from the rest. The institution has provided the best possible facilities in terms of infrastructure like, laboratories, smart classrooms, seminar halls and administrative office for the highly conducive of teaching and learning process so as to improve the overall academic standard. In addition, the students are exposed to various sports activities to make them a complete student in all dimensions. The college has fully equipped grounds for athletics, tennis, basketball, indoor badminton courts, volley ball courts and a big indoor auditorium of international standards, which accommodates 4000 people. As an outcome of this, many of our students have performed well in the State and National level sports events and secured many medals. The college constantly monitors with closed circuit TVs to ensure 100 safety to parents, whose children are undergoing a course. The institution has a spacious and well stocked library with 15,000 books, e-journals, and a well structured database with fully automated functioning to monitor the distribution of books. It accommodates for about 75 users at a stretch. The institution provides a highly intermittent power supply along with a separate room for operating the Generator (in area 33.6 Sq. m.). It supplies 250 kva to the campus with an uninterrupted power supply, with an intention to support the teaching learning process in a better way.

Provide the weblink of the institution

https://sairamit.edu.in/wp-content/uploads/2017/11/Institutional-Distinctiveness20.pdf

8. Future Plans of Actions for Next Academic Year

The college will strive hard to get the NIRF rank within 150, where now the institution is placed within 150 - 200 rank range. Digitalisation - ICT tools will be used for preparing course content including lectures, content beyond syllabus and other related information to be digitalized in next academic year. It will establish the Green renewable energy technologies in and around the campus to fulfil the requirements of the Sustainable Development Goals. The college proposed to introduce two UG programs Artificial Intelligence and Data Science (AI-DS) and Computer and Communication Engineering (CCE) and one PG program Big Data analytics Institution is planning to introduce more value-added courses and skill enhancement programmes to cater the Industry needs. Institution will introduce an emerging area to improve employability skills of the students. Through Online certificate courses like Coursera, Edx, Swayam etc. Institution will try to acquire more sponsored projects from the Government and other National/State agencies. Institution will create more entrepreneurs/Start-ups through

Entrepreneurship Development cell (IEDC). Institution is proposed to sign more MoUs with Foreign/National Universities/Industries for the benefit of students. Encourage students and faculty to do collaborative research to publish more research articles and patents. Intend to provide opportunities for up-gradation of knowledge and skills through Atal FDP. In the conclusion, the institution will march towards Seventeen Sustainable Development Goals adopted by all United Nations Member States.