



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	Year of Accrediation	Validity	
				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 COURSEERA 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 1	65
Proposal for students pre-placement coaching	07-Oct-2019 1	345
Regular meeting of IQAC	05-Aug-2019 1	15

[View File](#)**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	View File
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	View File
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												
<table border="1"> <thead> <tr> <th>Plan of Action</th> <th>Achivements/Outcomes</th> </tr> </thead> <tbody> <tr> <td>Framing Autonomous curriculum and syllabus</td> <td>Autonomous curriculum and syllabus submitted and approved bt Board of Studies Academic Council</td> </tr> <tr> <td>Establishment of New UG Programmes</td> <td>Proposal submitted and AICTE grant approval for starting New Programms such as 1. AI & DS, 2. C&CE</td> </tr> <tr> <td>To develop entrepreneurship skills among students.</td> <td>Departments conducts industrial visits to reputed industries and institutions and assigning them to take up project works.</td> </tr> <tr> <td>To enter in to MOU with various academic bodies of repute in conducting certificate courses.</td> <td>In collabaration with National Stock Exchange (NSE) and Western Union (Lean Six Sigma)</td> </tr> <tr> <td>To acquire new titles and volumes to</td> <td>Titles:- 125 Volumes:- 327</td> </tr> </tbody> </table>	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
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library to cater to the requirements of new autonomous syllabus	
Improving teaching process and practicals by the use of Modern ICT tools.	Graphical PPTS, Educational CDs and other simulation tools
Identifying and Uplifiting slow learners through additional and bridge courses.	Bridge courses for the slow learners durin the first week of I year and regular special coaching for slow learners.
To enhance the R & D, by submitting and getting the funded project proposals from the Govt. agencies in various thrust areas .	19 projects funded by Central/ State GovernmentUGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.
Institution has made internship mandatory as per the AICTE guidelines.	Many students were undergone internships and submitted their reports to department 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 descripton 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 Co-curricular 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, e-learning, 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	-	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

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

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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 tests and 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 examinations has 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 students immediately 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	Number of students passed in final year examination	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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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 opportunities Webinar 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

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- Institutions Innovation Council (IIC)	Sri Rai Ram Institute of Technology	MOE- Govt.of.India	28/09/2020	Best performing MOE- Institutions Innovation Council (IIC)

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

Incubation Center	Name	Sponsored 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	Nil
National Innovation Startup Cell	AICTE - MHRD Institute Innovation Council (IIC)	AICTE - MHRD , New Delhi	File Attached	File Attached	Nil
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

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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

Type	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

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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

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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	Nil
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	0	Sri Sai Ram Institute of Technology	Nil
Subsurface integrity studies on the drilling of Al/B4C/mica hybrid metal matrix composites	Palanikumar K.	Materials and Manufacturing Process	2020	0	Sri Sai Ram Institute of Technology	Nil

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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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BLOOD DONATION (NSS/NCC/YRC)	500 UNITS DONOR CATEGORY	MVBDA	1725
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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 activities	Number of students participated in such activities
File attached	File attached	File attached	53	363

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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

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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

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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

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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

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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	Existing		Newly Added		Total	
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	Nil1	50	Nil1	3250	Nil1
Library Automation	2	126700	Nil1	Nil1	2	126700
Weeding (hard & soft)	30	22500	10	5000	40	27500
Others (specify)	2	50000	Nil1	Nil1	2	50000

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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

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	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 incurred on maintenance of physical facilities
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 non-teaching 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**

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 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 - 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.

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 VenkitaKrishnan,Ms.Prithy B K from18.05.2020 - 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 information-sharing, problem-solving 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 college by 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

Industry Interaction / Collaboration	<ul style="list-style-type: none"> Focusing on multi-dimensional evaluation areas. This helps in molding the students to meet employers' requirements • MoU, 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-governance 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	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
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	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

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

[View File](#)

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):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	6	6

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <input type="checkbox"/> General Amenities • Free Transport facilities to and from their home to College. • Subsidized canteen facility. • Medical facility. • Pooled car facilities for senior staff members. <input type="checkbox"/> Incentives / Awards • Incentive to Faculty members based on Students Securing rank in University Examination • Financial assistance is provided on Teacher's Day to the faculties who have secured 100 result in their respective subject. • A Gift voucher worth of Rs.1000/- is given to all Teaching and faculties every year during Teacher's Day Function. • Marriage Gift and paid leave for 7 days <input type="checkbox"/> List the support given for Faculty career Advancement /Life Long Learning: • Special Study Leave to pursue higher studies. • Sabbatical leave (OD) for attending examination, FDP, National International Conferences. • 50 expenses will be sponsored for the faculty members presenting paper in international conference • Registration fee reimbursement for FDP/ Conferences • For Patent filing full fees will be paid by the Institution <input type="checkbox"/> List of major 	<ul style="list-style-type: none"> <input type="checkbox"/> General Amenities • Free Transport facilities to and from their home to College. • Subsidized canteen facility. • Medical facility. <input type="checkbox"/> Incentives / Awards • A Gift voucher worth of Rs.1000/- is given to Nonteaching faculties every year during Teacher's Day Function. • Marriage Gift and Marriage leave with pay for 7 days <input type="checkbox"/> List of major 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 faculties 	<ul style="list-style-type: none"> • Insurance • Scholarship to meritorious students of all UG and PG courses of all the years • Sponsorship for attending International Conferences, workshop and Competitions. • Best Girl Student Award to girl students from all the branches of UG and PG. • Best outgoing student awards. • Gold Plaque to University Rank holders • Awards to

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 local 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

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 dairies, 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

