



# **SELF STUDY REPORT**

**FOR**

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

**NARASU'S SARATHY INSTITUTE OF TECHNOLOGY**

**POOSARIPATTY, KADAYAMPATTY TALUK, SALEM**

**636305**

**[www.nsit.edu.in](http://www.nsit.edu.in)**

**SSR SUBMITTED DATE: 28-02-2019**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**February 2019**

# **1. EXECUTIVE SUMMARY**

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## **1.1 INTRODUCTION**

The Narasu's Sarathy Institute of Technology aims to produce engineers who are not only technically competent but also socially responsible. The institution's foundation stone was laid by entrepreneur and educationist Thiru Sarathy Ayya on January 26th, 2008 and is promoted by the Srimathi Mahalakshmi Ammal Educational Trust. Its hallmark is its academic excellence and industrial placements in the region. In essence, it aims to tap the human potential to its fullest capacity in terms of technical expertise and human values.

Narasu's Sarathy Institute of Technology is a self-financing college offering 06 UG courses and 02 PG courses approved by the AICTE, New Delhi and affiliated to Anna University, Chennai. The College is located in Salem-Bangalore Highways NH 7. Our college focuses on providing an outstanding forum for Technical and Entrepreneurial Training to both rural and urban students.

Our college library has DELNET & NPTEL facility with a collection of about 21794 volumes of books, 6445 titles of Indian and Foreign journals covering all branches of engineering, management and science & humanities and college has established the SWAYAM-NPTEL Local chapter since December 2018

To promote Information and communication technology and to offer values added online courses, the college obtained Remote center-IIT Bombay since May 2018.

To promote the social and civil responsibilities through community services, Narasu's Sarathy Institute of Technology is approved by National Skill Development Centre (NSDC) for PMKVY-TI for the year 2017-2018 in the specialization of Domestic IT helpdesk Attendant.

Narasu's Sarathy Institute of Technology provides spacious, comfortable and separate hostel facilities for female and male students as well as faculties. The rooms are furnished with basic amenities, and have ample storage space.

The institution is headed by the Principal with 20 years of vast experience in teaching, research and administration also supported by well qualified and experienced Head of the departments, 131 full time teaching faculties.

### **Vision**

The college aims to impart quality education combined with ethical values, the two qualities that are in congruence with the nation's development. The vision of the college is to produce engineers who think 'out of the box' and can act as a cohesive link between the administrative and executive machinery of the country

### **Mission**

Our mission as an institution is to impart value based education to students from both the rural and urban areas and to train them into technically competent, ethically strong and quality professionals in order to meet the

challenges of the rapidly changing technological environment

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

### **Institutional Strength**

Experienced and dedicated Faculty members.

Excellent support from governing council.

Effective Academic Council.

Strong linkages with Institutional and industry through MoUs

Effective R&D and EDC activities

Institutional member in IEL,ISTE, YI, NASSCOM, CII and SPC.

Fully automated Library, DelNet with 24\*7 Hi-Speed Internet Facility

Well quiped Laboratories adhering to recent trends in technologies

Open Source Material in our webportal

Effective Tutor - Mentor system to the students

Effective involvement of alumni in placement for out-going students.

Stress and Pollution free environment for both teaching and learning process.

Well equipped and furnished Outdoor and indoor games facility.

Management motivates students with good academic performance by way of concessions in fees payable by them.

Management Scholarship for meritorious students.

IMS-PALPAL software.

Providing scope for all-round development of personality of the student through Co-Curricular, Sports and Inter-Discipline Clubs Activities and core clubs

### **Institutional Weakness**

Industry-Institute interaction needs to be improved.

Lack of patents, Trademark and research in Trending fields

Being an affiliated institution curriculum refinement is restricted

Progression of students to higher education

Looking forward for more funded Projects.

Gap between research expectation & support.

### **Institutional Opportunity**

Providing various value added courses and Certificate Courses

Offering soft skill training to all students.

Offering skill based programs for local community.

Quality Education is given to the most needful rural based students.

### **Institutional Challenge**

Collaboration with foreign Institutions

To enable the students to emerge as one of the competent entities in the rapidly changing technology and industrial requirements.

To grab the centre of attraction of students with good grade outputs.

To compete with emerging other engineering institutions

To improve the impact of engineering courses among the students.

In current emerging growing technology, the adaptation of curriculum to the industry expectation is difficult, as it is prescribed by the affiliating Anna University

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Narasu's Sarathy Institute of Technology is affiliated to Anna University. The curriculum and syllabi are

followed as per Anna University prescribed format. Apart from the prescribed curriculum, to enhance the teaching and learning process the following strategies are implemented. Academic calendar is framed in the beginning of every academic year with the help of academic planning issued by university. To facilitate the students, value added courses & certification courses are provided to enhance their knowledge to be industry ready engineers. As per Anna University curriculum & syllabus in both UG & PG the students undergo Inter-discipline courses as core paper and Elective and this help students to develop inter-discipline based projects apart from curriculum.

**Knowledge based activities like,**

- Bridge courses for I Year and Lateral Entry students
- Participation of teachers in various bodies in other engineering colleges
- Maintenance of Course File, Log Books, Lecture notes, Master Attendance, Class Log Book etc
- MOUs are signed with recognized Industries and Organizations
- Arrangement of Industrial Visits for the students to various industries
- Entrepreneurship skills
- To identify the gap between the industry requirement and the academic curriculum, feedback is taken from students & stake holders

**Teaching-learning and Evaluation**

Narasu's Sarathy Institute of Technology is more conscious on the quality of student enrollment which is transparent, effective and the institute follows the rules and regulation through TNEA (Tamil Nadu Engineering Admission) counseling. Institute adheres to the continuous internal assessment prescribed by Anna University, Chennai. Effective teaching and learning is achieved through participation of students, industry experts, academicians, alumni and parents. The efficiency of the Teaching Learning and Evaluation is used to continuously evaluate the performance of teachers and students.

**To ensure the effective implementation of teaching learning process and its evaluation, the following are practiced at our institute,**

- Academic Calendar to ensure the activities of the academic year
- Recruitment of qualified faculties as per the requirements specified by Anna University and AICTE.
- Organize special programs for slow and fast learners like remedial classes, seminars, workshops, Training for competitive exams, coaching for higher education
- Institute maintains full time teachers in the ratio as per AICTE norms
- Content delivery through conventional Chalk and Talk, Tutorial, Practical Session, power point presentation, ICT enabled techniques using ERP (Enterprise Resource Planning)
- Teachers received awards & recognition for their excellence in academic and research activities from recognized bodies
- Institute practices continuous internal evaluation which is transparent and robust
- Communication to parents about their wards performance through Progress reports and Parent meetings whenever necessary
- The grievances of students related to examination are dealt with transparency
- Initiated the outcome based education through the practice of Blooms taxonomy and learning outcomes for content delivery and assessment
- Remote center for IIT Bombay to conduct online video lectures

- Faculty NPTEL online courses for development and academic knowledge in core
- SWAYAM-NPTEL Local chapter

## **Research, Innovations and Extension**

Institution focuses on the research and innovation results

- Memorandum of Understanding (MoU) is tied up with reputed Industries and Institution
- Faculty members recognized as research supervisors at present by various universities
- Grants received for research project
- Workshops conducted based on Intellectual property
- Support provided by management to the faculty members for registering their Ph.D and to carry out their research
- The institution encourages the participation of students in competitions, conducted by various organizations viz., CSI, IETE, ISTE, SAE, IEEE, ICTACT & IEI
- Institution publish In-House Online Journal for research activities
- The faculties are encouraged to publish/present their technical papers in UGC notified journals and in different national/international Conferences by providing incentives.
- The faculties are encouraged to publish text books
- Institution adapts a village nearby and support the students with computer training, counseling, organizing various awareness programs etc
- Faculty members received awards and recognitions for extension activities from government/recognized bodies
- NSS cell acting in different social activities like tree plantation, drug awareness program, blood donation camps etc.
- Students are encouraged to participate in other college events like seminars, paper presentation, conference and symposium, cultural day, Annual Day, Sports Day, Inter college Cultural Events etc
- Students are encouraged to participate in NSS, swachh Bharat Abhiyan and in collaboration with Industry and NGOs

## **Infrastructure and Learning Resources**

Narasu's Sarathy Institute of Technology admirable infrastructure over an area of 87007 sq.mts, with smart Lecture Halls, 20 ICT enabled class rooms etc for meeting curricular, co-curricular and extra-curricular activities

**Adequate facilities for teaching-learning are available as given below,**

- Institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga center etc. and cultural activities
- Institution has well equipped Central Library, Fully Automated Library and Department Library with collection of 21794 titles and subscribes to National and International Journals for an effective Teaching and Learning Process
- Fully equipped Air conditioned Seminar Halls, Interview Rooms, Auditorium with seating capacity of 1000 members at third floor of main campus, Open Auditoriums with seating capacity of 3000 Members Approximately, Well Equipped Laboratories, EDC Cell, Placement Cell, R&D Cell,

Examination Cell etc.,

- Institution has well equipped Laboratories with the major equipment's and machines for both UG & PG Programme
- Institution has Health care center with ambulance facilities as well as visiting Medical Consultant and Psychiatric Counselor for students
- Equipped Separate hostels for girls and boys
- R.O water supply, uninterrupted power supply through generators
- Leased line Internet Connectivity with a bandwidth of 50 Mbps & Wi-Fi enabled campus
- Library is automated by Integrated Library Management System (ILMS), and has DELNET for online journals

### **Student Support and Progression**

Institution provides necessary assistance to students through facilitating the procurement of Government scholarships every year for very needy students. The institute has a Student counseling committee, Career counseling, Anti ragging and sexual harassment committee to note the incidence of sexual harassment.

Students are encouraged to pursue their higher education. Institution provides internship opportunities to the Students and the internship experience helps them to gain more practical knowledge. Institution provides more number of certification and value added courses matching to the with current trends in industries which helps them to compete with other performers in placement.

Entrepreneurship Development Cell- Regularly conducts awareness program, helps the students in financial and legal support. Passed out and current students are guided in obtaining their copyrights, Registration certificate (RC) and GST for their new venture.

### **The following facilities are provided by institution,**

- In the academic year 2017 – 2018, 99 % of the students (SC/ST, BC) are benefitted through Government scholarship schemes
- At present 120 students are benefitted by freships provided by the Management
- Institution guide the students to prepare for competitive examinations & 194 students are benefitted
- Institution provides facilities for students to learn creative and critical decision making, developing awareness of how to work and negotiate with people and to resolve stress and conflict in ourselves and others.
- Institution provides Personal counseling to students as a core activity of every teaching staff as a mentor
- To enhance students communication skills institution provide Language lab as a part of the curriculum
- Every Year students qualify in GATE, GMAT, CAT, GRE, TOEFL etc
- Institution produces nearly 95 percentage of placement of outgoing students
- Institution organizes Alumni meet annually to share their views and give suggestions

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

The Vision, Mission, Quality Policy and the goals of the Institution are well defined and self – explanatory. Institution believes in decentralization and participative management, all the activities are effectively carried

out by teams and committees set up for the respective task. E-governance is implemented for smooth operations of administration, Student Admission and Support. Institution provides various welfare measures for Teaching & Non-Teaching Faculties. Institution arranges various training programs for Non-Teaching and Supporting staffs like office automation tool, computer skill development program and induction program.

- Institution conducts regular meetings like Governing Council, Academic Council, IQAC, Research & Development Cell, EDC, Institutional, Staff and Class committee meetings
- Academic Council and IQAC comprises of External Expert such as Industrialist and Academic Experts from reputed engineering colleges.
- Activities of the Internal Quality Assurance Cell are administered effectively by the institution
- Institution implemented e-governance in the area of administration, students support and examination using ERP software
- Institution practices Functional Committees like Hostel Committee, Library Committee, Examination Cell, Disciplinary Committee, Anti-Ragging Committee Research committee, Entrepreneur Development Cell, Systems etc.
- Welfare measures for teaching and non-teaching staff like On-duty with Travel Allowances to attend external participation like seminars, workshops and all Research works. Cash awards for producing 100% results in university examinations.
- Maternity Leave is provided for women faculties.
- Free Transport facilities and Free Boarding Facilities are provided to teaching and non-teaching staffs.
- Institution has made efforts to empower the faculty by organizing a number of Faculty Development Program by inviting senior faculty and eminent persons from other institutes and industry
- Teachers are motivated to attend Orientation Programme, Short Term Course, and Faculty Development Programs etc.
- Institution practices systematic performance appraisal system for its employees, to measure and motivate their talents and contributions

### **Institutional Values and Best Practices**

The institution takes much efforts and interest to empower education with moral and ethical values. Institute Provides equal opportunity for women in admission, training and placement, Sports, etc. to the students and in employment of staff.

- The College is keen on gender equity and organizes promotion programs and provides the required facilities
- Eco-Friendly & Safe and Secure Campus
- LED lights are used for internal lightings
- Plastic free and e-paper campus
- Solar Water is installed to maximize the use of non-conventional energy at student Hostel
- Institution maintains a clean and green environment within the campus
- Institution follows code of conduct for all students and staff
- Institution provides safe and secure environment for students and staffs
- Concept a Day & Mini-Projects
- Club activities
- Yoga and meditation center



- Institution holds Rain Water Harvesting, waste water management and e-waste

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	NARASU'S SARATHY INSTITUTE OF TECHNOLOGY
Address	POOSARIPATTY, KADAYAMPATTY TALUK, SALEM
City	POOSARIPATTY SALEM
State	Tamil Nadu
Pin	636305
Website	<a href="http://www.nsit.edu.in">www.nsit.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	V.MUNUSA MI	04290-249661	9965769238	04290-249663	nsitiqac@gmail.com
IQAC Coordinator	DHEEPAK.G	04290-249662	6379195430	-	dheeploga@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-09-2008

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Tamil Nadu	Anna University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	<a href="#">View Document</a>	10-04-2018	12	

**Details of autonomy**

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

**Recognitions**

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	POOSARIPATTY, KADAYAMPATTY TALUK, SALEM	Rural	22.5	26927

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BE,B E Civil Engineering	48	HSC	English	60	10
UG	BE,B E Computer Science And Engineering	48	HSC	English	120	73
UG	BE,B E Electrical And Electronics Engineering	48	HSC	English	60	36
UG	BE,B E Electronics And Communication Engineering	48	HSC	English	120	51
UG	BE,B E Mechanical Engineering	48	HSC	English	120	67
UG	BTech,B Tech Information Technology	48	HSC	English	60	19
PG	ME,M E Computer Science And Engineering	24	UG	English	24	4
PG	ME,M E Vlsi Design	24	UG	English	24	6

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	14				35				73			
Recruited	10	1	0	11	15	4	0	19	37	36	0	73
Yet to Recruit	3				16				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				49
Recruited	28	21	0	49
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				27
Recruited	20	7	0	27
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	10	1	0	1	0	0	1	1	0	14
M.Phil.	0	0	0	1	0	0	8	8	0	17
PG	0	0	0	13	4	0	50	41	0	108

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

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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	4		2		6

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



Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	178	0	0	0	178
	Female	83	0	0	0	83
	Others	0	0	0	0	0
PG	Male	2	0	0	0	2
	Female	7	0	0	0	7
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4	
SC	Male	10	1	8	14	
	Female	5	1	2	2	
	Others	0	0	0	0	
ST	Male	0	0	0	1	
	Female	0	1	0	0	
	Others	0	0	0	0	
OBC	Male	162	138	90	177	
	Female	76	49	38	46	
	Others	0	0	0	0	
General	Male	6	3	4	1	
	Female	2	2	1	6	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		261	195	143	247	

### 3. Extended Profile

#### 3.1 Program

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

Response: 228

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	9	9	8	7

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
830	789	879	989	1157

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
190	143	240	151	161

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

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

2017-18	2016-17	2015-16	2014-15	2013-14
192	175	255	405	349

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
162	160	146	129	124

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
144	148	144	134	128

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

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 47**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
414.39072	209.03549	264.23566	280.77529	404.48713

#### Number of computers

**Response: 420**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

Narasu's Sarathy Institute of Technology is affiliated to Anna University. The curriculum and syllabi are followed as per Anna University prescribed format. Apart from the prescribed curriculum, to enhance the teaching and learning process the following strategies are implemented.

1. An academic council consisting of Heads of various departments headed by the Principal prepares Policies after strategizing the best methods to successfully implement the curriculum.
2. Academic calendar is framed in the beginning of every academic year with the help of academic planning issued by university. Department planner will be prepared based on the academic calendar and all the events will be conducted by adhering to the planned schedule.
3. At the beginning of every semester both main library and department library are updated as per new syllabi and regulations given by Anna University and AICTE
4. Subject allotment is done based on faculty member's specialization and their previous experience and results.
5. Time table is framed by providing club activities and library hours along with the regular academic & Training hours.
6. Course file is prepared by faculty members for each course which includes lesson plan, session plan, previous year university question papers, and question bank, teaching aids, teaching methodology to be adopted and performance details of the students.
7. To enhance the teaching process NPTEL lecturer videos, mini projects, technical quiz, application oriented assignments, video contents and surveys are included during delivery of academic courses.
8. Concept a day is strictly followed at beginning of first hour each day in order to make the students learn new technologies and concepts in their relevant domain.
9. To strengthen the bonding between students and faculty members each faculty is assigned as mentor for 10 students. Problems faced by students within academics and beyond the academics are rectified by the mentor.
10. Faculty course delivery, classroom handling method and syllabus completion is monitored periodically by HOD and feedback is received from students in periodic manner through class committee meeting and corrective measures has been taken.
11. Periodical review of portions covered by staff members, student's performance and attendance will be done by The Head of the department and the principal.
12. For each course three Internal Assessment Test (IAT) at the completion of every 2 units, is conducted to monitor the performance of the students. Slow learners are identified and separate remedial coaching is conducted for those students in scheduled manner.
13. Examination pattern, question paper setting and valuation is done as per prescribed format.
14. Guest lecturers, Industrial visits, industry interaction meeting, hands on training and various technical training Programmes have been organized with experienced resource persons to enhance the curricular inputs and to meet the challenges in emerging technical environment.

15. Students are encouraged to participate in events held in other institutions in terms of both academic and Co-curricular activities
16. Encouraging students for doing research works and to present papers in seminars, conferences and publishing papers in reputed journals

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

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

**Response:** 95

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

2017-18	2016-17	2015-16	2014-15	2013-14
19	19	21	17	19

<b>File Description</b>	<b>Document</b>
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 15.26

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

2017-18	2016-17	2015-16	2014-15	2013-14
6	4	4	4	4

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

## 1.2 Academic Flexibility

<b>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</b>	
<b>Response: 100</b>	
1.2.1.1 How many new courses are introduced within the last five years	
Response: 228	
File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>

<b>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</b>	
<b>Response: 100</b>	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
Response: 8	
File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>

<b>1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</b>				
<b>Response: 78.39</b>				
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
652	698	731	685	839

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

### 1.3 Curriculum Enrichment

<p><b>1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum</b></p> <p><b>Response:</b></p> <p><b>Introduction</b></p> <p>The cross cutting issues such as Gender, Environmental Education, Human Rights are well incorporated into the curriculum itself. The subjects such as Professional Ethics and Human Values, Environmental Science and Engineering are included in the curriculum as core subjects. Institute organizes various activities like tree plantation, public awareness during festival season with the help of students. E.g. Importance of Blood donation and blood donation camps, medical camp, tree plantation, voting Rally etc. To develop human rights, Anti Ragging committee information has been displayed on notice board and at various places like canteen, hostel etc. Complaints from student regarding Canteen, Hostel facility, institute are properly discussed and resolve with mutually agreed solutions by Grievance and redressal committee. To develop professional ethics and human rights, institute provides fast internet access to students. Student's inputs and complaints regarding same are properly studied and addressed.</p>	
<b>File Description</b>	<b>Document</b>
Any Additional Information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

<p><b>1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years</b></p> <p><b>Response: 12</b></p>
<p>1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Response: 12</p>

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

### 1.3.3 Percentage of students undertaking field projects / internships

**Response:** 38.8

#### 1.3.3.1 Number of students undertaking field projects or internships

Response: 322

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

## 1.4 Feedback System

### 1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

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

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>

### 1.4.2 Feedback processes of the institution may be classified as follows:

**A. Feedback collected, analysed and action taken and feedback available on website**



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

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

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

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

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

**Response:** 0.14

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

2017-18	2016-17	2015-16	2014-15	2013-14
6	0	0	0	0

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

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

**Response:** 32.5

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

2017-18	2016-17	2015-16	2014-15	2013-14
195	143	253	159	172

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

2017-18	2016-17	2015-16	2014-15	2013-14
528	648	648	468	564

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years****Response:** 100

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

2017-18	2016-17	2015-16	2014-15	2013-14
190	143	240	151	161

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

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

The institution facilitates special learning, based on the academic capabilities of each student by fairly analyzing their learning methods. The institution identifies these students into two broad categories and devises special methods to derive maximum outcome from each group. Assessing the students based on internal examinations helps to identify slow learners and advanced learners.

On admission of students through TNEA & TANCET, an orientation programs and introductory sessions are organized to help them for understanding about the department, engineering curriculum and special needs of the students.

For advanced learners:

- If the students were identified based on the assessments by individual teachers, class counselors, previous academic credentials and personal interviews.
- The class room performance of each student is then individually noted down for the assessment of their capabilities through a wide spectrum of tests, quizzes and group discussion.
- Once they are identified, they are encouraged to work, focusing on the ways that suits their progress. Certification programs, projects beyond curriculum are offered to the advanced learners.
- Financial assistance is provided to those who are in need of enhancing their academic skills and learning. The college encourages the students to attend technical/skill based/value added workshops, seminars and national conferences.
- This enables the students to gain knowledge beyond their curriculum. Similarly, the college also

offers optional Training/Certification programs related to their core subjects.

- Students are also motivated to develop and exhibit their projects with solutions to community related problems. Apart from academics; student achievers from different fields are also encouraged.
- Special lectures are offered for GATE and other Competitive exams for advanced learners.
- Students excelling in extracurricular activity are encouraged and supported by the institute to accomplish their goals with necessary facilities.

For Slow Learners:

- The main objective is to keep track of the progress of the students and counsel them accordingly for academic and personal guidance.
- The mentor who is acting as the guide finds the nature of their problems and motivates them in a friendly way to reach particular academic goals.
- To improve on their academic performance, Open book tests are given to, who finds difficulties to perform the subjects as well as understand concepts, in addition to that orientation programs for the fresher's to help them to understand the engineering curriculum, which resembles remedial classes are organized to clarify the doubts and re-explaining of difficult topics.
- Motivational Programs are also conducted to encourage these students and inspire them to learn the subjects. Apart from that, experts from various industries as well as educational institutions are invited for special program to enrich their knowledge of that relevant courses.
- To improve their knowledge, an application oriented projects is made beyond the syllabus and motivation for their innovative ideas.
- Parents of the students are timely informed wherever the necessity arises such as lack of attendance, poor academic performance and psycho-social problem.
- These programs help build the confidence level of these students by allowing them to practice and overcome their slow learning.

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

### 2.2.2 Student - Full time teacher ratio

**Response:** 5.12

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

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

**Response:** 0.12

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

Response: 1

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

## 2.3 Teaching- Learning Process

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

**Response:**

College provides several experimental and virtual learning methods in individual laboratories to analyze the theoretical concepts of subjects through software programs in each department such as CAD, ANSYS, Solid works, Python program, PLC and Embedded program, etc., and also provides participative learning activities to impart the scope and objective of education to the engineering students. Also, Multimedia teaching aids like videos, online materials and PPT's are incorporated in the day-to-day teaching learning process that enhances the students' better understanding of the subject.

All class rooms have been established as smart classrooms to screen technological videos, PPT'S and online teaching to the students related to the relevant subjects in every semester. Various Guest lectures by experts from industries and academia are frequently organized by the respective departments to provide in depth knowledge of contents in the syllabus, to correlate the curriculum with the industry needs and also to provide knowledge beyond the prescribed syllabus which is towards the expectation of industries for better placement. As a part of the curriculum, Communication Language laboratory has been established for students to improve their English proficiency as it becomes important to communicate their technical skill. In addition, Soft skills training for students' placement and innovative topics by invited experts from government and private sectors to improve the student capability and presentation skills are conducted.

The college has a state of art central library that is well equipped with books & e-books, technical magazines, journals & e-journals and NPTEL lecture videos which serves as e-resource. Opportunity and time have been provided for the students to utilize the library effectively and students' participation in accessing library is motivated by giving a surprise gift every month for the maximum time user in each department. Also Institution has established a digital library for the students to access easily. The scope of learning widens giving students an education that is greater than the syllabus. Students are encouraged to organize and to participate in Inter-collegiate events such as symposium, project expo, national conference and international conference to bring out their talents. Students are organizing National level Departmental Symposium (an independent event) for the past six years and they continue to do the same. Industrial

visits, In-plant Training and Internship Training in organizations are arranged to give hands-on experience to the students.

Open source materials have been provided to the students, who are absent on the particular class for that day, the staff lecture videos are uploaded in college website. In addition to academics, to be a socially responsible citizen, our college encourages the students to participate in NSS, Blood Donation camp, YRC, Entrepreneur Cell, Women Empowerment Club & all technical club activities with equal enthusiasm to develop their overall personality. As college is the member of IET, sponsorship for conducting workshops and seminars are being processed. Laboratories with Internet Connection permit the students to widen their knowledge and skills. Faculty members apply teaching methods such as group discussions, seminars/student presentation for better understanding of concepts/ technologies.

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

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

**Response:** 74.07

#### 2.3.2.1 Number of teachers using ICT

Response: 120

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

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

**Response:** 5.97

#### 2.3.3.1 Number of mentors

Response: 139

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

### 2.3.4 Innovation and creativity in teaching-learning

#### Response:

An innovative effort of an institution helps in its academic excellence. Innovative practice could be a pathway created to further the interest of the student and the institution, for internal quality assurance, inclusive practices and stakeholder relationships. It helps him/her to represent in a more meaningful way, using different media elements. The open source materials are provided to the students with in the week. Apart from regular lectures through chalk-and-talk following innovative teaching approaches are being practiced in various departments. Overhead projectors help the faculty to deliver interactive lectures and demonstrations of animations/ PPT / lecture contents.

Individual students have to present three minutes presentation about historical, sports, motivators, leaders and media persons. Some of the experiments during practical are also conducted using simulation tools. Charts and models are used by the faculty to explain the fundamental topics and advance technologies, in theoretical and practical sessions. Notes and videos of every class are posted on our automation system to provide easy accessibility of academic material for the students in case they need to refer and/or for the missed class for various reasons.

#### Innovative approach:

- Projects are given on regular basis to test their understanding and help the students to learn beyond the syllabus.
- We have conducted project expo for external and internal students to exchange their knowledge and grasp new ideas.
- The students are encouraged to participate in various programs, the MoU signed industries in various aspects like in-plant training, field project and industrial visit for their understating of the concepts of the subjects and helps to identify the industrial practical problems.
- To motivate the students to participate in various events like workshops, conferences and seminars internally and externally for acquiring knowledge and exhibit their skills.
- Soft skill trainings, aptitude classes and group activities for every student to improve their managerial skills and placement skills.
- In central library, the students can access free online journal through DELNET.

#### Creative approach:

- Everyday first hour first ten minutes has been devoted to students to share a new concept about technical, historical, inventions, creations and new evolutions in the world and titled as 'concept a day' to update the new inventions in their respective field beyond the syllabus. This attitude makes the individual student to be discipline with continuous learning and update himself/herself about the present scenario to fit in the society.
- During the class hours in all the departments, faculty organize puzzle solving, brain storming and group discussions about current scenario. By splitting team and making individual to participate and talk, leadership and organizing skill of students have been enhanced. Through these activities the students get more enthusiasm and their learning becomes so effective. When each session ends with any one kind of such activity, the successive sessions become more effective and students are energetic and attentive in the class.

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

## 2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
<b>Response:</b> 103.03	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years				
<b>Response:</b> 2.6				
2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
2	8	3	4	2
File Description	Document			
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>			
Any additional information	<a href="#">View Document</a>			

2.4.3 Teaching experience per full time teacher in number of years	
<b>Response:</b> 5.91	
2.4.3.1 Total experience of full-time teachers	
Response: 958.2	



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

#### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 11.79

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	2	2	3	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0.55

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	0	0	0

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

## 2.5 Evaluation Process and Reforms

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

#### Response:

continuous internal evaluation.

As per the curriculum, the units are completed within the allotted time in effective manner. After each topic is taught in detail the teachers conduct examinations to assess this understanding. College conducts 3 internal assessment test through internal exam cell which is centralized for conduction of test, examination and paper valuation.

#### Internal Assessment Test:

Internal Assessment Test are conducted for 50 marks for a duration of 90 minutes and the paper are valued immediately and retest are conducted for the failure students. The average performers are again reviewed based on the mark. Based on the test performance, internal marks are awarded. Remedial classes are conducted for slow learners to help with their academic performance. For valid reasons if suppose students were absent for a particular subject test for them planned to conduct retest or assignment with guidance of subject faculty. During this test, Guest lectures are arranged to summarize all units, exam questions and presentation in exam by the outside subject experts.

The Laboratory evaluation process is conducted at the end of the semester. Before the commencement of the university exams, preparatory exams are conducted to make the students confident in their approach. All departments conduct a viva-voce for laboratory classes and students get a chance to improve themselves through this continuous evaluation system before appearing for the university examinations.

The regulations, curricula and syllabi of all the programmes offered by the Institute are available in the Institute and the affiliated University websites. The regulations contain the details of the evaluation process. The Officer-In-Charge of the Examination Cell of the Institute has prepared an Instruction Manual as per the guidelines of the Controller of Examination of Anna University to conduct examinations and copies are available to all departments. During the Induction program the newly admitted students are updated about the attendance requirements as well as the pass mark requirements and the grading systems for the internal assessments. Whenever the students are in doubt, they are encouraged to clarify them by discussing with the teachers/principal.

After the internal assessment test, review meeting had been conducted with students, faculties and head of the departments. The students are given feedback about their performance and suggestions are given for their improvement. Evaluation is done both in theory and practical examinations. This assessment remains impartial and accurate.

For each program, continuous internal evolution is done as per schedule. After strict adherences to the above, the college provide outcomes. These outcomes are then closely analyzed by subject experts to incorporate any changes that are required in their way of teaching to better the student's performance.

The mentioned evaluation methods are monitored with partially automated software (Enterprise Resource Planning) to documentation, comparison and analysis purposes. Based on the analysis we move on to alternative solutions for the betterment of institutional growth.

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

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

#### Response:

The internal assessment schedule followed as per the academic calendar. It is circulated from internal exam cell and displayed in college website, department notice board and class rooms. It is conducted to ensure the thorough understanding of each topic by the students and so they are conducted regularly to keep up with the syllabus prescribed by the university. The level of question papers is maintained which is neither too difficult for the students nor too easy. Different patterns and types of questions are used to prepare the students for any examination. The question papers are approved by respective heads of the department. The departments submit two sets of question papers for their respective subjects. One hour before the examination commences the principal selects one set of question paper. The selected set is then considered for the exam. This ensures that high level of confidentiality maintained. The exams are conducted as per guidelines prescribed by the university. They are monitored by invigilators who maintain the code and conduct of an examination hall. All students are given a similar examination atmosphere and conditions. Once the examinations are conducted, the answer scripts of students are evaluated by faculty members. It is mandatory for all those assessing these sheets to do so in the examination branch and in the presence of the internal exam cell in charge.

Once the papers have been evaluated, they are distributed back to the students by the teachers. The faculty is to discuss the entire length of the question paper and their subsequent correct answers. This helps the student understand their mistakes and note down the correction. Thus the students are allowed to assess their own work and any modifications to the marks are reflected. Suggestions are given to the students who need to improve and the ones who performed well are appreciated. The class in-charge could be update the marks and details about the assessment in the student yellow book. The feedback on their performance helps the student to perform better next time.

The internal marks are based on the internal assessment test and attendance percentage. Internal marks and attendance are periodically updated in web portal and communicated to the parents through post and telecommunication. The answer scripts of test are shown to the students and parents after evaluation. Identification of slow learners and counseling them for their personal ability and some guide lines are given to overcome their learning problems. If any discrepancies in marks can be sort with by the concerned teacher correction are made and marks are updated.

The students are aware of the evaluation procedures including revaluation and challenge, examination pattern of college and the university, well in advance through circulars as well as information printed in the college calendar. Regular parent teaching meetings are conducted to know the performance of their ward and discuss for the effective performance and encourages their process. Therefore, the process of continuous internal assessment is carried out with complete transparency.

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

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

#### Response:

On the Introductory session, the first year students are made aware of the evaluation processes. The university allots 80% marks for the end semester exams and 20% internal marks. The internal marks are uploaded in Anna University web portal periodically based on the performance in internal test.

#### At Institution Level:

Faculty members should set their subject question papers and all the subject question papers duly signed by the Head of the department are handed over to the exam cell four days prior to the respective exam.

#### At University Level:

Students can express grievances by applying for the following evaluation procedure:

The hall tickets are issued to the students well in advance. Any grievance related to the hall ticket like printing of wrong name or delay in issuance is addressed by the exam cell. The exam cell immediately looks into the matter and takes necessary actions. The issues of the students are dealt with high priority and solved as soon as possible

#### Re-evaluation:

1. A candidate shall be eligible to apply after receipt of photo copy (ies) of those answer book(s).
2. A candidate shall submit an application along with the requisite fees, within ten days from the date of receipt of photo copy
3. The application forms hall has to be filled in and signed by the candidate only.
4. A candidate shall attach photo copies of the following documents.
5. Students of affiliated colleges/recognized institutions shall submit their application forms along with the requisite fees to the Principal/Director of the college/institution concerned.
6. Students of University Departments shall apply directly to the Controller of Examinations; submit their application forms through the Head of the Department concerned.
7. External students shall apply directly to the Controller of Examinations, with the requisite fees.

8. Head of the University Department or the Principal/Director of the college/institution concerned shall forward all applications within five days from the last date of receipt of applications for revaluation, along with the amount of fees.

9. The revaluation of the answer book(s), however, shall not be permitted in respect of scripts of Practical Examination / Term Work / Internal Assessment / Sessional Marks / Dissertation / Thesis / Clinical / MCQ (Multiple Choice Question in practical examination) and Viva-Voce, etc.

10. The fee for revaluation may be refunded, if the application is not entertained and not processed for revaluation and if the candidate concerned submits his request for refund.

11. A candidate shall note that the result of the revaluation of his/her answer-book(s) of the theory paper(s) shall be binding.

#### **Challenge Evaluation:**

If the re-evaluation results are not satisfactory, a student can apply for challenge evaluation within a week after the announcement of the results. This evaluation process is carried out in the presence of student by two subject experts; one represents from the institution and other from the university

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

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

##### **Response:**

In the beginning of the academic year, academic calendar is published by the University for Respective Course. The college also prepares its academic calendar. The academic calendar containing plans for curricular and co-curricular activities based on the available working/teaching days as per university norms. The college conducts assessment to the students in three different components - theory, objective and assignments. These marks are also vitalized to decide the course of nature for teaching slow students and rectify their performance before the external examination. The academic calendar is then made known to all faculties before the commencement of the semester

Academic calendar of the Institute includes schedule of curricular activities, assessment dates, technical events, class tests, submission of mark lists, list of holidays and extracurricular activities. Students are then informed about time table and academic calendar. The faculty members of the concerned department gather the lists of courses for the coming semester, and the HOD finalizes the allocation of courses based on the faculty's choice and area of specialization. Faculty members then prepare the lesson plan before the commencement of semester, indicating the topics to be covered, teaching methodologies being applied, and the assignments given to the students involve unaddressed program outcomes. This helps the students attain knowledge beyond the syllabus as these topics are not covered by the exams conducted by the

university but are still relevant.

A course file for each course is prepared by the faculty, which includes course objectives, outcomes, schedule, references, study material, and questions from previous examinations papers. Students will be provided with the course file in the first week of the semester to provide them awareness about the subject and plan for the semester.

The evaluation process for each subject is duly reviewed by a senior faculty in the department, approved by the HOD, and then made available to the students. Following the university calendar, every department creates internal calendars to ensure timely delivery of syllabus. Every teacher follows a strict agenda that is discussed and approved by the head of their respective department. Timetable in-charge of each department prepares the timetable as per the guidelines given by the university.

The academic schedule prescribed is strictly adhered by all departments. The college maintains a high standard through CIE and ensures end semester and practical examinations are conducted jointly by the concerned teacher and an external examiner appointed by the university. Schedule of the end-semester examinations and rules and regulations about evaluation of students under various courses are also included in the academic calendar.

The laboratory Schedule is prepared by the concerned department in their time table and batch-wise details are specified in laboratory schedule. Time Table of regular lectures for the semester is prepared as well displayed on the notice board and website. In case of any required change, the university communicates the modification to the college and the college enforces the same. In any condition, the academic calendar is followed and respected by teachers of all departments.

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

## 2.6 Student Performance and Learning Outcomes

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

**Response:**

To strive and inculcate sound technical knowledge through quality technical education and training in engineering and technology in a congenial and disciplined environment.

To develop skills, knowledge and the right attitude among students to meet the expectations of industries, parents and society with continual improvement through dedicated team work.

A good feedback mechanism is formed by means of continuous assessment program which ensures the quality of our academic system.

Program Outcomes (Common to all programs)

Engineering Graduates will be able to:

**A. Engineering knowledge:** apply the knowledge of mathematics, science, engineering fundamentals and an engineering specialization to the solution of complex engineering problems.

**B. Problem analysis:** identify, formulate, review research literature and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences and engineering sciences.

**C. Design\development of solutions:** design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety and the cultural, societal and environmental considerations.

**D. Conduct investigations of complex problems:** use research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.

**E. Modern tool usage:** create, select and apply appropriate techniques, resources and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations.

**F. The engineer and society:** apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.

**G. Environment and sustainability:** understand the impact of the professional engineering solutions in the societal and environmental contexts, and demonstrate the knowledge of and need for sustainable developments.

**H. Ethics:** apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.

**I. Individual and team work:** function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.

**J. Communication:** communicate effectively on complex engineering activities with the engineering community and with the society at large, such as, being able to comprehend and write effective reports and

design documentation, make effective presentations, and give and receive clear instructions.

**K. Project management and finance:** demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.

**L. Life-long learning:** recognize the need for, and have the preparation and ability to engage in independent and life-long learning on the broadest context of technological change

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

The course outcomes are evaluated with the help of continuous internal evaluations, laboratory practices for the students. Those are attained by the following measures taken by the institution. The college conducts internal tests for all subjects and is reviewed at the faculty meeting and discusses the needed steps to be taken for improving the performance of the students at departmental level. The below average students are encouraged for interaction with the faculty to identify their problems and get suggestion to overcome the problems with alternative solutions.

Curriculum, Assessment and Evaluation are the major tools by which Program Outcomes are attained. The attainment of POs gives the value of the course. It consists of the following criteria,

- Plan the assessment using Curriculum
- Plan the steps in Attainment of POs
- Determine additional module for support to attainment POs
- Different aspects of action to be followed for the assessment

For the given university curriculum all POs are not attainable, It needs some extra assessments and methods of evaluation to bridge the gaps between POs and curriculum, it improve the outcome of the program in other way.

The following evaluation methods are follows to the attainments of POs,

1. The design of assessments and list of modules along with the contained data in descriptive manner basis on the curriculum. Before starts the semester the faculties are prepare the course syllabus,



class notes, presentations and lesson plan based on the department academic calendar. The teachers follow variety of methods to deliver the curriculum to the students in the same.

2. Evaluation is one or more processes done by the evaluation team, the daily test conduct for each subject per day, basis of completed chapter on that particular subject on particular hours, the test consists 20 marks with descriptive questions. It enriches the student's capability on the subjects.
3. The question papers are mapped use of course outcomes and program outcomes, the subsequent targets for the students in relation to these examinations are set by the corresponding faculty based on the evaluation of previous year's results.
4. Based on the evaluation of individual student performance, the faculties taken care to the identified student who needs more concentrate, they offered remedial classes and academic actions to increase the growth of the student.
5. The Course Outcomes are achieved by the various learning domains such as thinking in real problems, analysis of concepts, principles and procedures are promotes the students in higher forms.
6. The above mentioned steps gives the mental and physical skills, growth of self and promotes their knowledge

The PSOs are offering by the department based on the program outcomes. PSO gives the ability to use the various techniques in design, manufacturing and automation to obtain the solution for complex problems.

Our institution gives the best to ensure the program outcomes by following the alternative teaching methodology/techniques to enable the students to receive their program outcomes.

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

### 2.6.3 Average pass percentage of Students

**Response:** 69.63

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 133

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

Response: 191

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

## 2.7 Student Satisfaction Survey

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:**

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 0.67

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

2017-18	2016-17	2015-16	2014-15	2013-14
0.24	0.15	0.28	0	0

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

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

**Response:** 3.09

3.1.2.1 Number of teachers recognised as research guides

Response: 5

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

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.05

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

Response: 7

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 730

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

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

#### Response:

Our management encourages staff's and students to carry different short term research projects which helps to develop their career in research. Research and Development centre and Entrepreneurship Development Cell in our institution forms an ecosystem for innovations and used for other initiatives for the creation and transfer of knowledge.

#### Functions of R & D:

- Identification of finance from funding agencies like DRDO, AICTE, ISRO, UGC etc for the minor and major research projects of students.
- Research culture is created among faculty members and students on interdisciplinary and multidisciplinary work.
- Recommends the faculties and students to be the members of professional bodies.
- Recommend to organize more number of events to enhance the external experience of students on trending concepts.
- To identify problems faced by the nearby local industry and provide solutions to them.

#### As a result

- Students are motivated to involve in mini project in group or individual based on their interest. To encourage our students to apply for best project awards.
- Our faculties are encouraged to publish their research in reputed journals (Scopus, UGC, high impact factor). This performance parameter is also included in faculty appraisal.
- Institution is encouraging faculty to pursue Ph.D (Part time) in reputed university.
- Students are encouraged to submit proposals in Smart India Hackathon and one project was selected and presented by our CSE Department Students in the year 2018.
- Students are motivated to prepare different concept based exhibits to transfer the knowledge on recent issues. 'Concept a day' method is followed by the entire department at the first ten minutes of first hour on all working days to share the concepts on new trending technology in the form of video, posters, wall-papers, PPT etc. This helps the students to get idea about unknown concepts and also increase self-confidence on themselves in search of concepts by students creates opportunity for creativity.

- R&D centres of our college are in collaboration with various companies for exposure and exploring talents.

#### Entrepreneurship Development Cell:

- EDC provides awareness and training to become an entrepreneur. For promoting young entrepreneur and motivating entrepreneurial skill we have established EDC. The cell ensures to promote project from industry and to be entrepreneurs.
- With the outcome projects knowledge EDC creates a platform along with industry for the evaluation of projects.
- EDC creates an opportunity to interact with investors for establishing own industry.
- EDC provide legal support and financial support for the young entrepreneurs from our institution. They provide motivational programmes to enhance their creativity and innovation in their relevant field.
- EDC encourages the forgoing relationship between the industry and the institution. Interaction with industry helps to bridge the gap in curriculum which increases the opportunity for the students in their career.
- Industry and institute relationships works in the industrial visits, field and site visits for the students

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

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

**Response:** 122

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

2017-18	2016-17	2015-16	2014-15	2013-14
26	31	24	22	19

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

### 3.3 Research Publications and Awards

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

**Response:** Yes

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

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

**Response:** No

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

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

**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

**Response:** 5

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

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

**Response:** 0.84

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

2017-18	2016-17	2015-16	2014-15	2013-14
70	8	16	15	12

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

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

**Response:** 0.62

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

2017-18	2016-17	2015-16	2014-15	2013-14
21	17	19	20	12

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

## 3.4 Extension Activities

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

**Response:**

- NSIT is well networked with its neighbourhood community and promote constant interaction which involves participation of stakeholders.
- Our management encourages faculty and students to involve in social work to understand the human and ethical values and to groom as a good citizen.
- Our college has adopted a village nearby to extend support like computer training, counselling and organizing various awareness program which is done by our college students.
- Waiving of tuition fee is done to the students who belong to the neighbourhood community. Free books and stationeries are also recommended based on their performance in academics and it's given as encouragement for students. On merit basis we offer scholarship for rural students
- Awareness programmes are conducted and our alumni are actively involved in conducting such programmes with proper schedule to these village.
- NSIT faculties also actively involved in extension activities. Handling of classes at the government schools of nearby community for subjects like English, Maths, Physics, Chemistry and Computer

by the respective department faculty is done as a social activity.

- Our faculties and students are involved in such community work with full-fledged support and encouragement from the management.
- Free basic computer classes are also conducted for the school students in the vocational leave to provide the basic computer knowledge. The classes are conducted with proper plan, schedule and syllabus by NSIT faculty as well as students.
- Organizes awareness programmes on road safety regarding wearing helmets, seatbelts, drunk and drive, following safety rules etc.
- Other awareness programmes like voter awareness, women safety, women empowerment, health conscious awareness like dengue etc.
- NSS cell acting in different social activities like tree plantation, drug awareness program, blood donation camps etc.

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

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

**Response: 2**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	02	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 39**



3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	6	4	17	2

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

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

**Response:** 10.75

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

2017-18	2016-17	2015-16	2014-15	2013-14
100	250	50	0	50

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5 Collaboration

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

**Response: 101**

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

2017-18	2016-17	2015-16	2014-15	2013-14
33	21	17	14	16

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 19**

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

2017-18	2016-17	2015-16	2014-15	2013-14
13	2	3	0	1

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

Narasu's Sarathy Institute of Technology established by Srimathi Mahalakshmi Ammal Educational Trust, in the year 2008 with a noble aim of promoting social and technical higher education. Our Institution has completely enclosed a site of great natural beauty and it consists of 22 acres of land richly endowed with beautiful green land.

Keeping pace with the growing requirements of the present generation, our college has been ascending its progress to disseminate engineering education in particular for the welfare of the rural and urban students. Infrastructure facilities in accordance with AICTE & Affiliated University Norms exists.

Class rooms, library and seminar halls are equipped with ICT tools. The infrastructure facilities based on the introduction of new courses and intake, are enhanced with a vision to develop their academics and career through skill enhancement.

The management provides excellent infrastructure, state of the art laboratory facilities to fulfill expectations of stake holders. The laboratory is furnished according to statutory norms and well maintained with necessary procedures to carry out practical knowledge to students as mentioned in curriculum and to provide hands on experience beyond curriculum. Lab assistants are present during all sessions to provide necessary support. The labs are maintained in clean and hygienic manner with all safety measures. Language lab is equipped with audio-video facilities, computers, chairs and micro phones for enhancing the listen and learn practices of students.

The institution has internet facility with 70 Mbps speed from two service providers. The institution is equipped with modern computing facilities with 438 computers and 6 servers with specialized software, with LAN/Wi-Fi connection. Students can access these systems to meet both the academic requirements and to pursue their research interest / projects. All department labs are provided with computers, based on the requirement in curriculum and it is installed with the recommended software.

Our college which is affiliated to Anna University Chennai successfully functions as per the instructions promulgated by AICTE. Our college management offers valuable suggestions with a view to modernize the infrastructure. The college is very keen in giving prime priority to update the infrastructure to pay the wave for research development and consultancy activity in all departments.

IQAC Cell is actively developing a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. The Entrepreneurship Development Cell is active in promoting and catalyzing towards the development of knowledge-based and innovation-driven enterprises and promote employment opportunities amongst students. Placement and Training cell provides career related support to the students with special emphasis on training to students. Whereas Women Empowerment Cell functions to promote the culture of respect and equality for female gender. Grievance Redressal Cell ensures effective solution to the student's grievances in a fair and impartial manner with

confidentiality.

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

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

##### **Response:**

Our College has adequate facilities for sports. A spacious playground of 5 acre is available for outdoor games like cricket, volleyball, football, badminton, Ko-Ko and Kabadi. The facilities for the indoor games like Table Tennis, Chess, and Carrom are provided to students in the college campus. Students are encouraged to participate in various inter college sports events and university level tournaments. A well-stocked first-aid kit, kept within easy reach, will be used for the emergency needs in case of any necessity for any injuries occurring during sports. In store room, sports materials like bats, racquets, protective equipment and training equipment are stored.

##### **Outdoor Games:**

A spacious play ground is available for outdoor games like cricket, volleyball, football, badminton, Ko-Ko and Kabadi.

##### **Indoor Games:**

Facilities for the indoor games like Table Tennis, Chess, and Carrom are provided to students in the college campus.

##### **NSS:**

Various socially relevant services are provided by NSS students like blood donation camp, sapling plantation programs, creation of a sense of environmental awareness and hygiene by conducting periodical medical camps and other special camps with 142 volunteers in NSS.

##### **Youth Red-Cross:**

YRC volunteers participate in youth convention camps with the activities like Health Camp, Blood Donation Camp, First Aid Training, Road Safety Programmes and Rally, AIDS Awareness Programmes and Rally, Disaster Mitigation and Management and other social help.

##### **Cultural Activities:**

The Students are encouraged to participate in many cultural activities during cultural day celebrations. The

cultural club conducts various competitions for the students like oratorical, Essay writing, Inter and intra Yuva culturals, Clubs, Musical evening etc. Regular cultural activities will be conducted through clubs and students expose their talents in Music, Dance, Quiz, Adzap, Oratorical, Essay Writing, dubs mash, Dumb 'C', etc on NFEST- Annual cultural day in which the celebrities are invited. The best student performers are identified and sent for inter college competitions and other organizations. Hostel Day is celebrated with cultural program every year

### Indoor Gym:

Gymnasium facilities are also made available in the college, to keep the students physically fit.

### Yoga Center:

NSIT has started yoga center to edify our students and faculties health, mental strength and physical strength. It is also used for the purpose of creating awareness and harmony in both the mind and body. Many programs were organized for the welfare of students and faculties. The relaxation techniques incorporated in yoga can reduce problems like stress, blood pressure, anxiety, depression and ensures good health and flexibility to work.

### Tamil Mandram:

Tamil mandram conducts many programs such "AMILTHAM" to bring out the latent talent of students to develop public speaking & communication skills. Reputed Tamil orators are invited to deliver speeches which in turn create interest in the students to develop their oratory skills.

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

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

**Response:** 70.21

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

Response: 33

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

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

**Response:** 2.29

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

2017-18	2016-17	2015-16	2014-15	2013-14
1.59279	1.58660	12.30289	11.36286	6.56773

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

## 4.2 Library as a Learning Resource

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

**Response:**

Our Library has an Advisory Committee that meets twice in an academic year i.e., at the beginning of each semester. Members of the committee represent their views and requirements in the meeting. Such requirements are discussed and suggestions will be given to the library.

The Significant initiatives implemented so far based on the instructions of the committee includes

- Extension of library working hours till 7.00 pm on week days to enable the students to make use of the library resources after the college working hours.
- Extended working hours for the library during weekends and vacations
- Increasing the number of computers for public access, so as to facilitate more users to access e-resources conveniently and to involve students in ICT learning.
- Purchase of books and journals online to meet the demand of users.

Integrated Library Management System which is user-friendly and satisfies all the requirement of the students and keeps record of different categories like Books, Journals, Newspapers, Magazines etc. The primary objectives of using an ILMS is to achieve flexibility and convenience for accessing information.

An online public access catalog (OPAC) is an online database of materials held by the library and this enables the easier use of books and other library related resources.

The barcode scanner in circulation system is used for transactions like issue, renewal, return, reminders, overdue receipt, no-due, reports and statistics which is most successful due to its speed, accuracy and reliability.

DELNET (Developing Library Network): A very important library network which provides online access, inter alia, to a select list of online full text foreign journals, full text US patent literature, union catalogue of books, journals, theses, dissertations, etc. Its Document Delivery Service (DDS), which provides xerox copies of required journal articles, chapter of books etc, is extremely useful for the students.

Students are also encouraged to watch NPTEL videos and online journals for enhancing the learning. Library hours are allotted to each class so that the students have easy access to browse and borrow books from book bank with software system.

Some of the following facilities provided for our Students and Faculties

- Circulation
- Article index of selected periodicals.
- Compilation of specialized bibliographies on demand.
- Weekly display of new arrivals.
- Reprography services.
- Reference files of selected topics.
- Library orientation to fresh members.
- Facility to reserve books.
- Files for newspaper cuttings.
- Display of publications done by faculty members.

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

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

##### Response:

The rare books belongs to foreign Author for the improvement of the curriculum, reading enlivens and strengthening the domain knowledge. Engineering encyclopedia is a benefit for the students to impact early experiences about science and technology. Additionally new arrivals are kept for updating latest technique and technologies. Central Library maintains a book bank mainly consisting of undergraduate level text books to help students belonging to economically and socially weaker sections of the society and books are sponsored by Alumni students.

Project reports of passed out students are kept in library as the special report collection for the future reference of the present students which helps them for their project work and proposals.

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

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** D. Any 1 of the above

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

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

**Response:** 1.08

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

2017-18	2016-17	2015-16	2014-15	2013-14
0.46229	1.59978	1.46379	0.60853	1.28673



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

4.2.5 Availability of remote access to e-resources of the library	
<b>Response:</b> Yes	
File Description	Document
Any additional information	<a href="#">View Document</a>

4.2.6 Percentage per day usage of library by teachers and students	
<b>Response:</b> 1756.55	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 17425	
File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi
<p><b>Response:</b></p> <p>NSIT has the policy to deploy and upgrade the IT infrastructure and associated facilities as and when it is required. The new/additional computer laboratories are developed, systems are upgraded and necessary software is procured based on the syllabus. All departments submit their budget requirement in advance on the commencement of every academic year to the Principal for the installation of new or additional IT infrastructure along with other requirements. A review meeting follows the submission of required needs of lab and pursued, not only to meet the requirements of Anna University but also to equip the students in the new technologies, are sanctioned. This enables the arrival, installation and testing of the equipments before the commencement of the academic year. Each and every laboratory is equipped with the following IT infrastructure and associated facilities.</p> <p>A fully Wi-Fi campus with high speed 50 MBPS band width for computer lab, networks lab with LAN, WLAN connection is provided. Every computer in the campus are provided with internet connection which is essential for the faculty to work. All faculty and student are permitted to use laptops using Ethernet ports for the need of internet connectivity. The separate budget is allocated for IT laboratory upgradations of net speed every year. The IT laboratory equipped with following physical and IT facility.</p>

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

#### 4.3.2 Student - Computer ratio

**Response:** 1.98

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

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** >=50 MBPS

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

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

**Response:** 15.56

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
128.62866	27.21486	29.27847	42.09995	30.99639

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:****Institutional mechanism for maintenance of infrastructure**

There are specific personnel appointed for maintenance of infrastructure (buildings, furniture, landscaping and transport). These people, on a daily basis, will report to the Head of Construction (HOC), if any breakages and other maintenance requirements are found, HOC get them rectified. The funds are provided periodically by management for the maintenance of the infrastructure.

**Laboratory Maintenance**

The equipments are properly checked before commencement of classes. The laboratory incharge collects a quotation for service and get approval from department head and Management. Minor repairs are carried out by the lab assists with the help of faculty members. The service register is been maintained by laboratory incharge. Equipment's like measuring devices are checked or calibrated during the commencement of every semester and also while servicing. Faulty kits are serviced by service engineers. The broken items are replaced and purchased periodically based on the maintenance request. The breakages and maintenance records are maintained in separate register for all laboratories.

**Library Maintenance**

Automation process and digital library updation as per norms are available in campus. Rules and regulations are formed in library to maintain the decorum. OPAC system, National and international journals, magazines, rare books, special reports are made available for the benefits of students. The consolidation report of library usage will be submitted periodically to the principal.

### Computer maintenance

Students and faculties are provided an access to internet and intranet. All the computer laboratories are provided with sufficient capacity of UPS facility to avoid the electrical disturbances. All the electronics laboratories are provided with voltage stabilizers in sufficient rating to avoid voltage fluctuations. Backup generator (125 KVA) facility is available to meet out the emergency needs and power shut downs. All Computer Centers are air conditioned. Software and system check is ensured and daily status on the hardware and software condition is maintained after the conduction of lab hours. College has a team of qualified technical staff for periodic maintenance of computers and networking facilities.

### Sports complex maintenance

A well-managed sports field will have a continuous relationship with at least one local sod producer for marking purpose. The budget is prepared for annual maintenance for sports for new sports materials purchase for every academic year.

### General maintenance

Cleanliness & daily maintenance of the campus such as four water tanks, ARO plant, plumbing, electrical fittings, furniture fittings, classrooms, laboratories, hallway, staircase, canteen, transport, R & D center, seminar hall and auditorium is done by housekeeping employees of the Institute under the supervision of the Administrative officer. The canteen is outsourced and cleanliness is maintained by in-housekeeping.

### Transport maintenance

Buses are operated to facilitate the transport for the students in and around the nearer locations. The busses are maintained as per government norms.

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

**Response:** 93.25

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

2017-18	2016-17	2015-16	2014-15	2013-14
830	789	879	852	927

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 7.76

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

2017-18	2016-17	2015-16	2014-15	2013-14
120	65	123	21	0

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

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development

- 4. Remedial coaching
- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

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

**Response:** 25.58

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

2017-18	2016-17	2015-16	2014-15	2013-14
194	164	240	325	273

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

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

**the last five years**

**Response:** 7.68

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

2017-18	2016-17	2015-16	2014-15	2013-14
199	58	34	13	22

**File Description**

**Document**

Details of the students benefitted by VET

[View Document](#)

Any additional information

[View Document](#)

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**Response:** Yes

**File Description**

**Document**

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

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)

## 5.2 Student Progression

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

**Response:** 67.46

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

2017-18	2016-17	2015-16	2014-15	2013-14
133	131	181	264	199

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 2.08

5.2.2.1 Number of outgoing students progressing to higher education

Response: 4

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 27.11

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	0	5	1

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

2017-18	2016-17	2015-16	2014-15	2013-14
5	3	4	9	5



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

### 5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.				
<b>Response: 11</b>				
5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
10	1	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
<b>Response:</b>
A Student Council is a representative structure through which other students ideas are reflected in different committees for their welfare. A student council is formed by comprising one student representative from each department. They perform a vital role in department activities and actively involved in conducting events such as conferences, workshops, cultural, sports and also various activities such as Club, Associations etc, with full coordination and support.
Students are a part of class committee meeting and the members were selected from the respective classes to represent the ideas of all the other students and meetings were conducted to get the review of the

students.

The establishment of a Student Council gives students an opportunity to acquire the sort of communication, planning and organizational skills which will be of benefit to them in their future lives. It enables students to take responsibility for projects, and to demonstrate that they can manage and bring such projects to successful conclusion.

A Student Council will set its own to enhance communication between students, management, staff and parents, to promote an environment conducive, to educational and personal development, to promote friendship and respect among pupils, to support the management and staff in the development of the College and finally to represent the views of the students on matters of general concern to them.

Committees in which the students are involved includes

1. Anti-ragging committee
2. Discipline Committee
3. Academic Committee
4. Grievance & redressal Committee
5. Library Committee
6. Women Empowerment Cell
7. Canteen Committee
8. Sports Committee

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

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

**Response: 1**

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

#### Response:

The alumni association acts as a platform for all alumni members to extend their support and to the present students in the institution by helping in various aspects in academics and non-academics. The Alumni Association plays an important role in shaping the future of institution by representing the views of its members. The alumni association was formed in the year 2019. The meet will be conducted twice in the year, where they expose their plans and views for the betterment of their junior students. At the beginning the office bearers were selected with the post of President, Secretary, Treasurer and Executive committee members. Treasurer and Executive committee members maintain the mailing lists of alumni's and collect dues to support activities and to organize events and annual meetings. They became a vital part of most of the educational institutions now thanks to the efforts of many outstanding professionals in Alumni Relations. Our good alumni network benefits the institution, current students and as well as its Alumni. It is a win-win situation for everyone.

The Alumni Association in close collaboration with the College's development and Alumni Relations office organizes a wide range of events like social activities, knowledge sharing based on their industrial experiences and motivational speeches.

Reasons to support an Alumni Association is that they can enhance recruiting efforts and boost the institutions image in the community. Well-informed alumni can be powerful ambassadors for their business community. The group develops a sense of community between current and former students and faculties and the members provide an outside funding resource.

The graduated students will be sharing their experiences with the current students to overcome their obstacles and to prepare for their future career. Regularly, maintaining the updated and current information of all Alumnus are done by the institution. Our institution encourages, foster and promote close relations among the alumnis themselves. Guide and assist to Alumni who have recently completed their courses of study to keep them engaged in productive pursuits useful to the society. We also provides a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni. The events organized by the alumnus gives a great impact and confidence and motivation to the current students than any other resource person and hence organizing technical events and career guidance assist is provided from alumnus.

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

**5.4.2 Alumni contribution during the last five years(INR in Lakhs)****? 5 Lakhs****4 Lakhs - 5 Lakhs****3 Lakhs - 4 Lakhs****1 Lakh - 3 Lakhs****Response: ? 5 Lakhs**

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

**5.4.3 Number of Alumni Association / Chapters meetings held during the last five years****Response: 4****5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	0

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

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

##### Response:

##### Vision

The college aims to impart quality education combined with ethical values, the two qualities that are in congruence with the nation's development. The vision of the college is to produce engineers who think 'out of the box' and can act as a cohesive link between the administrative and executive machinery of the country.

##### Mission

Our mission as an institution is to impart value based education to students from both the rural and urban areas and to train them into technically competent, ethically strong and quality professionals in order to meet the challenges of the rapidly changing technological environment.

##### Nature of Governance

Srimathi Mahalakshmi Ammal Educational Trust was formed by our founder- Chairman Thiru. Sarathy Ayya in memory of his mother to aid in imparting quality education at school and college levels. **Narasu's Sarathy Institute of Technology** was established in the year 2008 on the day of January 26th at Poosaripatty, Salem and is promoted by the Srimathi Mahalakshmi Ammal Educational Trust. The Chairman Mr. B Nitish Harihar is the dynamic force propelling the college into challenging arenas. The Pro Chairman Mrs. Aishwarya Nitish is a person who is the constant source of inspiration to our students and stakeholders. Both the Chairman and Pro-Chairman are the leader in guiding the administration of the institution and making the council of principal, faculty and students work towards the vision of the institution. Thiru. G. Prabhakaran is the Vice-chairman and Secretary of institution and extends his support to provide value based quality education maintaining pace with changing technology to produce competent and skilled professionals ready to accept global challenges.

##### Perspective Plan:

The institution has a perspective plan for development of the institution in the aspects of academic and non-academic to improve the quality of the students in both technical skills and life skills. The perspective plans are scheduled as per the suggestion of governing council and academic council. The Academic calendar and other activities are scheduled as per this plan. The feature plans proposed includes

- Strengthening Research and Development among students including faculties
- Applying more number of projects and seeking grants through DRDO, ISRO, CSIR, and MHRD etc.
- Providing career counseling to the students like GATE, TOFEL classes
- Strengthening the Alumni association and its activities.

- Developing Entrepreneurial skills by EDC cell
- Providing the value added courses to the students to bridge the gap between the industry and students.
- Increasing the collaboration among the industries, institutions, non-government organizations and institutes
- Organizing various training programs to provide life skills to students.
- Expansion of infrastructure by means of laboratories and other ventures.
- To motivate students to participate in external programs in both academic and non-academic.
- To involve stakeholders actively in extension activities to impart the human values and ethics.
- Getting NAAC accreditation
- Getting NBA accreditation

### The involvement of the leadership in NSIT ensures

1. Policy Statements and action plans
2. Formulation of Action Plans
3. Interaction with stakeholders
4. Culture of excellence

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

### 6.1.2 The institution practices decentralization and participative management

#### Response:

Through effective decentralization, the institution practices successful delegation and enhances the productivity of the college. Through participative management, each person in-charge handles their allotted activity and ensures its complete and constructive delivery..

#### Principal

- The Principal is the academic as well as the administrative head of the College including IQAC.
- Share ideas to management regarding introduction of new courses, faculty recruitment on the basis of requisition of HOD, upgradation of existing infrastructure including labs etc.
- Functions as the chief warden of the hostel

#### Head of the Department

- Design the vision, mission of the department and discusses Programme Educational Objectives (PEOs), Programme outcomes (POs) within department.
- Performance of department will be planned and executed, based on structured curriculum and monitor the performance.

- HOD's are responsible to provide the needs of department including budget required for department development activities and student academics.

### **Faculty**

- Active participation in academic missions and student related accomplishments.
- Monitoring the behaviour and discipline of the students.
- As student counsellor and class advisors.
- Lab-in charges deal with proposal of their requirements like purchase of new equipment, repairs and maintenances, service, training and up gradation.

### **Student**

- Class committee members are selected and meetings are conducted to get the review of students.
- Involvement in conducting events such as conferences, workshops, cultural, sports and also various activities such as Club, Associations etc, with full coordination and support.

### **Operational level**

- The accounts department is in-charge of maintaining the budget. They manage to ensure clarity of income and expenditure.
- Maintenance of the student related records, certificates and university correspondence.

### **Case Study:**

Administrative Officer is in-charge of maintaining the financial related issues. They manage all the sections of the college to ensure clarity of income and expenditure. There are various budgetary requirements at the institutional level. These include transport, examination committee, department events, laboratory requirements, library, research and development, teaching learning process, infrastructure, maintenance, furniture and administrative processes. All departments' heads are invited to submit their carefully processed budget proposal for every academic year including all the events such as seminar, workshop, symposium, conference and FDP and laboratory requirements with a monthly break up to the accounts department.

This budget proposal is formulated after discussions at department meetings including the budget required for student development activities. Laboratory must be monitored by the lab assist and Lab in charge at every start of the semester with the syllabus regarding deficiency of equipment based on newly introduced syllabus if applicable, purchase of new equipment, repairs and maintenances, service, training and upgradation. Then it is forwarded to principal through HOD for approval of proceeding.

Modified proposed budget combined with the budgets of all departments is forwarded for the Governing Council approval. Approvals of budgets are communicated to all individuals who proposed them, through proper channels. Accounts department releases funds on a monthly basis, as planned. Unexpected expenses were also met by the institution based on the priorities and importance of the work.

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

## 6.2 Strategy Development and Deployment

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

#### Response:

- The development of the college is a constant ongoing process. The management council monitors the performance and the progress of the institute to ensure the fulfillment of the goals. To ensure consistency in academic excellence, upgradation of facilities in needed spheres is the standard agenda in the council meetings. Resolutions are made as per requirements and they are implemented to enrich teaching - learning process in a broader perspective.
- The first step towards the enrichment of teaching – learning process and to push the long term quality standard is IQAC. It is the significant administrative body responsible for all quality matters. The prime responsibility of IQAC is to initiate, plan and supervise the various activities that are necessary to increase the quality of the education imparted in an institution.
- Another step towards real progress is brainstorming ideas. All stake holders of the institution are involved in this process. After the extensive discussions and deliberations at the Department level, student level and the levels of different clubs/committees and management representatives their inputs and suggestions are considered while developing the strategic plan.
- To facilitate inter disciplinary research activities and creating avenues for faculty of one department to involve in the academic activities like guest lecture, certification course & workshop to other department and to encourage students to take up with inter disciplinary researchers having guides from both departments and from other institution as the part of extension activities.
- Undertaking MoU's with other research Institutes, Industries and corporates to work together in the future for their mutual benefit of students to foster a collaborative framework to establish the academic research and projects.
- Mentorship is introduced in all the departments and it is commendably supervised by the principal. They invite suggestions from senior staff and to study the impulses of the institutes in general and take steps for further improvements as far as they are within the capacity and recommend the management for modifications.

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

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



**Response:**

Governing body consists of Chairman, Pro-Chairman, Vice Chairman & Secretary, Principal, Heads of Departments, Senior faculty members, Society nominated Member. The governing body is responsible for monitoring the implementation of activities in the institutional strategic plan. The decision making procedures like introduction of new course, closure of existing courses, construction of new blocks, enhancement of physical facilities and other initiatives for the improvement of the institution are made at appropriate levels in the organizational hierarchy. Statutory bodies such as IQAC Cell, Anti-ragging Cell etc., as per the university/government guidelines are also included in the organizational structure of the institution. Though a few vital goals are achieved within a short span of time, the council of top management, IQAC, R & D, HODs, teaching, non-teaching, students and stake holders work as a team and are involved in the planning and implementation, academic audit and evaluation to reinforce the culture of excellence. There are different bodies that give academic and administrative leadership to the institution. An optimum level of decentralization through the autonomous departmental system and participative decision making process are in practice.

Principal is the chairperson of IQAC who monitors administrative and academic activities of the institution, Training & Placements, Extra-curricular activities and auxiliary bodies. The auxiliary bodies include alumni, anti-ragging, library, grievance and purchase. Extra-curricular activities includes sports, magazines, NSS and are looked through coordinators, student's representatives and class representatives. Training and placements is monitored through placement officer and team of placement coordinators from each department. The office is administrated through administrative officer for accounts and establishment sections.

Heads of the departments take the responsibility of heading all the administrative and academic activities of the department. They are entitled to take decisions as per the needs of the situations in exigencies and get them ratified by the Head of the Institution subsequently at a later stage. The Principal, HODs and Team leads are sanctioned impress amount, for seeing the execution of multiple events scheduled. Based on the experience and the expertise of the faculty members, team leaders have been identified to lead different teams which are functioning effectively.

The institution strictly follows the service rules according to the AICTE/University norms, which is transparent in website/ Handbook.

Recruitment of teaching, non-teaching and office administration staff is planned at the end of every academic year as per the requirements of the next academic year. Staff appraisal system is in existence in tune with the promotional policies.

The Grievance redressal mechanism helps us to serve better by understanding the expectations and to keep the healthy working atmosphere among the staff, students & parents. Institution has its own grievance redressal committee for staff and students. The committee reviews the grievances received and resolves it. Based on the severity of complaints, it is resolved.

Institution follows the promotional policy as per the AICTE/ University norms. Institution follows the good academic standards.

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

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** A. All 5 of the above

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

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

**Response:**

Various committees, cells and bodies are constituted as per the norms or requirement to oversee academic and administrative operations at the institution. Heads of the committees monitors the work. A minimum of two meetings will be held prior to the function in the presence of Principal, HODs and Committee heads. The committees constituted are not permanent. Members are reshuffled for change of committees for different functions. This enables the members getting familiarized with any kind of activities related to any function.

- Governing council

- Internal Quality Assurance Cell
- Academic Council
- Research and Development Cell
- Entrepreneurship Development Cell
- Women Empowerment Cell
- Discipline Committee
- Grievance Redressal Cell
- Anti-ragging committee
- Library Committee
- Sports Committee
- Canteen Committee
- Transport Committee

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

### 6.3 Faculty Empowerment Strategies

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

##### Response:

Faculty development programs are conducted to enhance the technical abilities and develop them professionally. Awards and rewards are provided for their excellence in academics. Institution supports the teaching and non-teaching faculty to enrich their development by

- Providing financial assistance and on duties to the faculties for participating in FDPs, seminars, workshops, etc of their own choice by both online and or in different colleges.
- Encouraging all the faculty members to publish papers in journals and also writing books in their area of interest.
- Financial assistance is provided for teaching and non-teaching staffs based on their valid emergency medical needs.
- Providing Special on duty for acting as a resource person in reputed institutions.
- Non-teaching staffs are provided with special FDPs on introduction of new facilities or labs when added to the syllabus with new technology.
- Special leadership training programs and orientation programs are given to faculties.
- Promotes research publications to carry out projects and get funds.
- Support the faculties in organizing and conducting the refresher courses, orientation programmes, technical courses and vocational certificate courses.
- Hostel facilities are provided for the faculties from long distance with special consideration.
- Faculties are provided with subsidiary canteen fare.
- Maternity leave and medical leave (Under valid reason) is provided.
- TSL (Training and Study Leave) is approved for the faculty who go for doctoral programs or

Career Advance Scheme. The institution encourages the faculty who are pursuing PhD to avail one month extra summer vacation and a week break during examinations.

- Offering Free transport facilities for all the faculties.

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

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

**Response:** 6.93

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

2017-18	2016-17	2015-16	2014-15	2013-14
8	8	20	9	5

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

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

**Response:** 3

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

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	3	4	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 35.91

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

2017-18	2016-17	2015-16	2014-15	2013-14
82	42	88	36	18

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

The good performance management system work towards the improvement of the overall organisational performance for ensuring the attainment of institutional vision and mission. The performance appraisal will be done on the basis of feedback of individual faculty in all levels based on teaching, research and participation in all department and institutional development activities. This provides good feedback to the faculties by the concerned HOD and principal and helps them in understanding and upgrading themselves to the need of students and adapts themselves to the environment.

The institution also has performance based appraisal system for the Assessment of non-teaching staff. It is also based upon his/her relation with the students, colleagues and administration. The views of the employ filled in the prescribed Performa are reviewed by HOD's, faculty head and principal. The overall report is further reviewed by the chairman of the governing body and final performance functioning status is setup and confidentially recorded in the office.

Based on this performance appraisal, the faculties of NSIT are awarded merit certificates and prizes

which motivate them to further improve their performance.

Performance appraisal of Teaching and non-teaching staff is based on following criteria

- Qualification upgradation
- Attendance
- Academic activities
- Publication of research papers in National/International Journals and Conferences.
- Innovative teaching practices.
- Work discipline
- Mark analysis of previous semester
- Mentoring and counseling students.
- Students' feedback
- Active participation in team work
- Number of conference and workshop attended
- Other activities like roles and responsibilities.
- Rating obtained from HOD based on their performance and flexibility in academic and non-academic activities of institution.
- Participation in conducting and supporting extracurricular activities.

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

## 6.4 Financial Management and Resource Mobilization

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

#### Response:

- The external financial audit is necessary to examine the institutional records and operations to ensure financial statements are accurate.
- Administrative process of our institution like preparing budget, accounting, purchase and bill settlement process are done time by time.
- Regular periodical audit is done to ensure the best use of financial resource of the institution.
- Yearly budget proposal is recommended from all departments and various sections of the institution to improve the plans and it is verified and submitted to the principal. After the completion of his verification, it is then passed to the management table for approval. The management together with the administrative officer prepares the annual budget of the college including the departmental budget proposals and requirements are satisfied as per needs. Based on the priority the funds are sanctioned.
- The budget review is done periodically at every semester to have a caution that budget limit must not be exceeded.
- Errors found are analyzed and fixed instantly by the administrative team.
- Reallocation of budget is also done in case of any unexpected needs.
- All purchases are done with the help of team members of administrative office and concerned

person from the particular session. Lab requirements are purchased with the help of any teaching and non-teaching staffs' of the respective departments.

- Summary of daily accounts is maintained and is then submitted to the Administrative officer.
- Proper usage and stock registers are maintained in electronic as well as manual source.
- Every year the accounts are further reviewed and finalised by external auditors and audited financial statements are prepared and provides inputs to incorporate the required changes as per the statutory requirements.

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 3.27

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

2017-18	2016-17	2015-16	2014-15	2013-14
0.267	1	0	1	1

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

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

Srimathi Mahalakshmi Ammal Educational Trust was formed by our founder- Chairman Late Thiru Sarathy Ayya, an industrialist, in memory of his mother to support and impart quality education for the students and most importantly for the students from poor background at college levels. Hence he established the institution NSIT being run by the trust sound with industrial background. Besides their contribution, fee collected from the students is utilized for the recurring expenditures incurred by the institution. The Alumni association has contributed a sizable amount of their funds to the institution. Apart from this additional funding is obtained from the EDC cell and funding for NSS from Anna University.

The availability of fund is essential for any organization, but the movability of fund is even more important. Effective and efficient utilization of available resources for infrastructure, development and teaching learning process of institution has a well-defined procedure to monitor and proceed. All major financial transactions are monitored by the administrative office and vice-chairman. The financial resolutions of the institution are recommended by all the committee members through principal and finally there are trustees of the governing council who approve and guide with regard to financial transaction of

the institution.

Systematic process of preparing budget, accounting, systematic purchase and bill settlement process along with regular periodical audit are the important aspects of making best use of financial resources. Our institution has a proper system for effective and efficient use of available financial resources. The funds are allocated to each department during the preparation of yearly budget. This budget is generally for the requirement or up-gradations.

All the administrative and academic heads are requested to submit the budget required for the subsequent financial year. Along with this all coordinators of different committee's viz., IQAC, R& D Cell, Exam Cell, T&P Cell, NSS Cell, Library, transport etc. are instructed to submit their budget to Principal.

Departmental proposals for conducting events like seminar, symposium, workshop, Guest lecture, FDP and other professional development programmes are forwarded to governing council through IQAC for approval.

Utilization of resources also includes laboratory equipment utilization, research project activities, library, infrastructure, recurring expenses including salary for the stakeholders.

All the infrastructural development / furniture and fixtures/ major maintenance expenditures are met by the management based on the budget allocated for that purpose.

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

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

IQAC makes continuous efforts to study, analyse and improvise every strategy, activity, process and procedure in all the domains of the institution with a view to achieve, sustain and enhance quality with a view to achieve excellence.

#### Quality assurance strategies and processes

##### 1. Collaborative activities

Collaboration of institution with industries and institutes means to identify the best among the students and train the future employees of engineering. This is the well-defined relationship to achieve the results in greater benefits of outcome of students. Knowledge creation and technology development require



considerable training for the young budding engineers to pace with their expectation. These contributions occur through the signing of Memorandum of Understanding (MoU) with the leading and core industries as well as institutes to provide collaborative training programs to the students in their relevant discipline. Collaboration with industry enables both entities to sustain in their interdependent research relationships like identifying problems and finding solutions through the students' knowledge and training of the faculty as a field project or funded projects. Society benefits from this research relationships through innovative products and technologies. Collaboration with institute is encouraged to provide the students with co-curricular activities such as certification courses in their respective discipline. They are also given special on duty permissions for this purpose. Internships and field projects are also provided for the students to enhance their technical skill in the particular stream. This increases their opportunity in placement to be recognized by the core company.

## 2. Club activities for the entire department.

NSIT has initiated club activities in the entire department which is recommended by IQAC. All the students are motivated to involve in club activities. This can give the students unique experience in technical skills where students can grow confidence in their relevant discipline as their contributions are skillfully reinforced. These club activities play an important role in forming interactions between students irrespective of their year of study and also increases the interactions between the faculty and students to gain additional knowledge and skill. This also generates interest in their respective discipline. Various technical events will be conducted relevant to their latest technology which motivates the enthusiasts in trying out the avenues of hardware and software domains of all the discipline.

The club activity aims at

- Dealing from basics to the latest development in technologies.
- To apply the ideas learnt in theory classes in the real world based on the innovative thoughts.
- To develop team spirit among students and to give them leadership quality along with managerial skills.
- Enriching the intelligence as well as wisdom of the technical community.
- To cater to the various needs to keep in pace with the ever evolving technology.
- To work towards the motto of innovation, imagination and application.

The students will be motivated to do the mini projects on basics, which bring them the practical knowledge independent of their laboratory classes to expand their skills beyond the class room

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

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

**Response:**

#### 1. Academic Audit- Internal:

The academic strength of the faculty, the professionalism, ethical behaviours of the administration and supporting staff and the well-equipped state of the art infrastructure to conduct teaching and research for contemporary society are few of the things to be audited.

Academic audit team consists of senior faculty members of the institution. Academic audit is done to ensure timely, efficient and progressive performance of academic tasks. At the end of the each semester academic audit is carried out for each department by the faculties from the allied department assigned by the principal in prescribed format. All department academic plans are well monitored by the HODs. All the department have integrated an interactive teaching learning methodology to maintain quality.

## 2. Class Committee Meeting:

Academic based assessment includes Internal Assessment exam which is scheduled as per the tentative date given in the academic calendar and it is properly monitored for the student progression. Academic calendar is prepared based on the Anna university calendar with the tentative dates given for the working days along with the department events which is pre-planned by the department. Attendance of the students is also effectively monitored for each hour based on the individual course log book.

Before the commencement of assessment exam, Class committee meeting is conducted for all the classes and the difficulties in subjects is discussed if any. Alternate solutions are taken in case of difficulties. Portions of completion is regularly audited by the academic team before the examinations. Additional hours will be given for the difficult subjects based on the students' feedback. The assessment marks are analysed by the class in charge and the analysis report is submitted to the HOD. Weak students based on low scores, slow learning, low attendance percentage, students who skipped classes due to approved on duties are coached and trained by the faculty through remedial classes to improve their understanding. These help them to improve the pass percentage of students in university examinations. This remedial coaching is monitored by the Head of the department to be in effective manner.

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

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

**Response:** 13.8

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

2017-18	2016-17	2015-16	2014-15	2013-14
50	19	0	0	0

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

#### 6.5.4 Quality assurance initiatives of the institution include:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

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

**Response:**

- The institution has been working more efficiently to enlighten the knowledge and the principles of engineering courses by both lecture and laboratory to students and to train them well to adapt with the society.

- New open auditorium with the seating capacity of approximately 3000 students was constructed for the benefit of organizing grand event of institution.
- Canteen was extended to new building with separate space for girls and boys with 1000 seating capacity each.
- Additional Undergraduate program on **B.E - Civil Engineering** was introduced for the students who are interested to learn in specific on building and improving infrastructures and Post Graduate program on **M.E - VLSI Design** was introduced to provide improved opportunities on professional advancement for the undergraduates during the academic year of 2014 – 2015.
- Inner quadrangle was constructed with an attractive greenery in a view to conduct any events. Cultural competitions, any extracurricular activities, yoga practices were held in this venue.
- Library has been remodelled into spacious venue to provide access to more sources of print and digital materials to support reading and inquiry learning of students as well as faculties.
- Our institution produced best university results and was top among thirteen districts.
- Our institution was listed in the 10th place on zonal sports of Anna University.
- Our Principal Dr. Munusami Viswanathan received an award for “Innovative Technologist research and Best Dedicated Principal Award” from The Society of Innovative Educationalist and Scientific Research Professional.
- IEI Student Chapter was initiated to promote multidisciplinary participation of students in professional development activities.
- Our institution was confirmed as a Remote Center of IIT Bombay and webinars was conducted for the students for their development of skills.
- 16 students’ projects of our institution was awarded as “Student Project of the year 2017 – 2018” by IEAE Student Project Programme – 2018 and it is indexed in IEAE Digital Library of Academic Projects.
- Our faculties are encouraged to write the book on their area of interest and publish them with ISBN number. Till now 10 books were published by our faculties in team and as individual.
- For the continuous monitoring of slow learners, the remedial classes were arranged by the individual departments after identifying slow learners.
- Tata Crucible quiz final round of the competition was hosted in our institution for the selected students.
- SWAYAM – NPTEL local chapter was initiated in our institution to adapt the students to the ICT learning and to involve the students in participative learning. The students and faculties are encouraged to learn various courses on their interest to improve their self-skills on subjects.
- Students of department of CSE has participated in Smart India Hackathon’17 conducted in Hyderabad in the academic year 2017 – 2018.
- Faculty log book was updated with few changes addressing all the methods adopted for the improvement of teaching learning process by mentioning PO, PEO, PSO and CO along with the mapping and attainment to implement Outcome based education.
- ERP software is implemented which enables institution to generate automated reports on all aspects of administration and academics.
- Entrepreneurship Development Cell has received the fund from National Science & Technology Entrepreneurship Development Board (NSTEDB), Government of India for the proposal submitted to conduct the events on EDC and has organized the same.

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

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

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

**Response:** 156

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

2017-18	2016-17	2015-16	2014-15	2013-14
35	42	24	31	24

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

#### 7.1.2

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

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

**Response:**

##### Gender Equity Programmes:

Our college predominantly takes the measures for the upliftment of women and ensures gender equity. Our college takes many initiatives to provide our girl students equal opportunity in all areas of academic, co-curricular and extracurricular activities. College makes efforts to maintain gender balance among the faculty members, administrative and housekeeping departments. Two Departments are headed by Women. One of the main objectives of this institution is to promote education that would resolve the needs of various sections of society with special emphasis on gender equality and gender sensitivity in rural areas.

##### Safety & Security:

The recent increase in incidents of violence against women has created a need for safety and security for our girl students. Hence we have taken the following measures to tighten security. NSIT has a separate

boys and girls hostel along with mess. Besides these infrastructural and academic facilities, NSIT has Clubs and Committees to address the needs of girl students. They are PEN - Poovaiyar Empowerment Association (Women Empowerment Cell), Guidance and Counselling Cell, Grievance and Redress Cell and Anti Ragging Cell. They ensure that student problems are addressed promptly and effectively. First Aid boxes are available in each department and fire extinguishers are placed in prominent places for emergencies. The Anti Ragging Committee consists of both students and staff to ensure a very safe campus for the students. Separate break times are maintained for the freshers and the higher semesters to ensure freedom and safety to the newcomers. International Women's Day is celebrated every year.

### **Counselling:**

Girls are given separate counselling by class in charge staff or other senior lady staff to address their grievances and requirements. Guest lectures are conducted for gender specific issues for girls like, Health and Hygiene. Psychologists are invited to teach our girl students on how to manage a mixed gender classroom and work place. A suggestion box has been installed on the premises of the college to ensure redressal of grievances and create proactive response to students' requirements. Regular programmes are conducted to encourage girl students to showcase their talents. Guidance and counselling is given on various issues like becoming prepared to work in a corporate office, proper work ethics, technical skill development by each department for better recruitment, body language, presentation skills, Communication skills etc.

### **Common Room:**

Girl students are provided with a separate common room and sick room where they can relax during break hours or by sick students to take rest. The common room has all the required facilities like bed, First aid kit.

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

### **7.1.3 Alternate Energy initiatives such as:**

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

**Response:** 1.82

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

Response: 2

7.1.3.2 Total annual power requirement (in KWH)

Response: 110

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

#### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 44.83

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

Response: 9.360

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 20.880

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

#### 7.1.5 Waste Management steps including:

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

**Response:**

##### Waste Management:

The NSIT campus is kept clean and hygienic at all times. Since reducing, reusing and recycling waste is important for the environment and it is profitable, a lot of effort is taken in proper disposal of waste. Wastes from classrooms, administrative office, corridors, canteen, hostel, mess, garden, playground and road are first collected and disposed accordingly.

##### Solid Waste Management:

The total solid waste collected in the campus would be 20 Kg/day on average, from tree droppings, cups, paper etc. The waste is segregated at source by providing separate dustbins for Bio-degradable and Non-biodegradable (Plastic) wastes. The organic waste like waste food, vegetables, grass, cut plants and trees are dumped in to a pit as fertilizers with a dimensions of 10 feet length, 10 feet width and 5 feet depth. The students are educated to dump the waste food in the bins provided for biodegradable waste.

Single side used papers are reused for writing and printing in all departments. The paper waste like old



answer sheets, cardboard boxes and old thapal are sent to recycling units in the region. Plastic waste which is generated by departments, office, etc., is collected and given to the vendor on a regular basis for recycling.

Metal and wooden waste are stored and given to authorized scrap agents for further processing. Glass bottles are reused in the laboratories. Sanitary napkins are disposed of using incineration process.

The non bio degradable garbage is collected every day and handed to the local municipality for proper disposal.

The college has twenty cleaning staff in which five are appointed for the ground floor, three each for the first, second and third floor. There are two gardeners and two each for the girls and boys hostel. The canteen is manned by four cleaners besides the cooks to keep the premises clean and hygienic. The canteen, mess and refreshment store is plastic free and only paper cups and paper plates are used for beverages and snacks. Stainless steel plates are used in the canteen to maintain proper hygiene.

#### **E- Waste Management:**

E-waste from labs is properly collected and is given to the licensed recycler, reused or donated if possible. Non-working computers, monitors and printers are discarded and scrapped on a systematic basis. Some parts useful for other systems are kept aside for future use. Students are also imparted awareness and education about E-Waste.

#### **Liquid Waste Management:**

The liquid waste is sent through proper drainage to corporation drainage system. We have a RO system to purify and reuse water for toilet and cleaning purpose.

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

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

##### **Response:**

Rain Water is one of the most tangible resources given by nature which can be used for various purposes without any processing. NSIT has made ample infrastructural facilities to collect the rain water and redirect it for several purposes. Rain water is channelled through sufficient drainage pipes and ditches to gardens, coconut orchard, RO system and a pit for rain water harvesting.

Rain water is collected from the main building, hostels, open auditorium, canteen and all other building in the college. The drainage system carries a portion of it to the garden inside the quadrangle in the main building. The majority portion is diverted to the coconut orchard and a rain water harvesting pit near the entrance of the college.

The pit designed by our Civil Department students, is 10 feet by 10 feet with a depth of 20 feet. It is filled with two layers of Charcoal, jalli stones and sand for purifying the rain water and easy entry into the ground. Some of the collected rain water is sent to RO system for general intake.

The college has three bore wells to meet the water requirement of college buildings, hostel and canteen. Two extra bore wells are constructed but are used only in emergency or extremely dry spell. The rain water harvesting system ensures that we have a continuous supply of water for all our requirements.

The proper use of rain water has helped us during summer months by rejuvenating our ground water level so that our boring wells supply the water requirement of our college.

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

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### Response:

#### Green Landscaping:

The institute is a Green campus, lush, serene, with landscaping. The students and faculties are encouraged to protect the trees and making the campus,garbage and plastic free zone.

The Illumination and Ventilation in classrooms are adequate considering natural light and air velocity present. The noise level in the campus is well within the limit i.e. below 50 dB at daytime. The paperless work system and composting practices are noteworthy.

College transportation facilities are used to commute. Emission test certificates are mandatory for the vehicles in the campus.

Students residing near the college use public transport, bicycles or walk to the college. The College makes the student aware of the Carbon Credits, Carbon Neutrality through the subject of Environmental Studies in the programmes.

Tobacco products are strictly banned inside the campus. The canteen uses LPG gas to reduce emissions and air pollution. Regular cleaning ensures carbon neutrality. The campus has broad pedestrian pavement for safe and clean use by all. The canteen is plastic free and it uses paper cups as well as stainless steel cups for beverages.

**Pedestrian friendly roads**

The roads inside the college have broad pavements and vehicles are asked to travel in minimum speed 20kms to create a safe atmosphere. Students and staff are encouraged to walk inside the campus. Vehicles are used only while coming in the morning and leaving in the evening. Loud horns and joy riding are strictly prohibited.

**Public transport**

The college is located on the National Highway 7 so there is regular public transport available throughout the day. This is very useful for the parents and general public who visits our college. Besides, the college management provides bus facilities to the parents during events like parents meeting, graduation day and other events. The frequent availability of public transport allows the students easy and cheap transport in case of necessity to travel during college hours with the permission of the Principal.

**Green landscaping with trees and plant**

The entire campus is made beautiful and colourful with various flowers, plants and trees. Well laid out garden adds ambience to the college. The roads are lined with trees and shrubs which are well maintained and it allows the students especially hostellers to sit under the shade and relax.

**Plastic free canteen and mess**

Our campus is plastic free. The canteen and mess uses paper cups for beverages like coffee, tea and juice. The refreshment store uses paper plates for distributing snack items. Packaged snacks are disposed properly and litter is collected every day. Big dustbins are placed in every room such as classrooms, departments, laboratories, library, Administrative office, other office rooms, canteen, mess, hostel and refreshment store. Besides, dustbins are placed in prominent places on all the floors.

**Tobacco and Alcohol free campus**

Tobacco products and alcohol is strictly prohibited inside the campus. . Hostellers cannot enter the campus if they are found inebriated. The security ensures that the hostellers abide by the rules.

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

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

**Response:** 0.26

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

2017-18	2016-17	2015-16	2014-15	2013-14
0.10860	0.23760	0.25462	2.79727	0.23287

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

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

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

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

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

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

**Response:** 16

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	6	4	1

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

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

**Response:** 10

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	2	3

File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.12**

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

**Response:** Yes

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

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

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

<b>7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</b>	
<b>Response:</b> Yes	
<b>File Description</b>	<b>Document</b>
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>7.1.15 The institution offers a course on Human Values and professional ethics</b>	
<b>Response:</b> Yes	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

<b>7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions</b>	
<b>Response:</b> Yes	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

<b>7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</b>	
<b>Response:</b> 32	

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

2017-18	2016-17	2015-16	2014-15	2013-14
6	6	8	7	5

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

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

#### Response:

The institution, staff and students are aware of India's unique history and the importance to celebrate the greatness of our nation and its cultural diversity in every opportunity. Every events conducted in the college starts with Tamil Thai Vazhthu and ends with our National Anthem. This gives a constant reminder to the students about paying due respect to our nation. National festivals like Independence Day, Republic Day, Gandhi Jayanthi are considered holidays.

The fundamental rights listed in our constitution are:

Right to Equality, Right to Freedom, Right against Exploitation, Right to Freedom of Religion, Right to cultural and education, Right to Constitutional Remedies, Right to vote and Right to Life,

Students are given awareness about the basic constitutional rights and their rights to use the college campus for acquiring academic knowledge, co-curricular, extra -curricular and sports capabilities.

Various programmes and competitions are conducted to celebrate national festivals and State level festivals, fundamental Rights and Duties is common to all of us as citizens of India

**Independence Day:** Independence Day is celebrated every year to create a pride for our nation. Students are given special lectures on Independence movement and competitions are conducted with Independence as the theme to help them understand the sacrifices made by the freedom fighters.

**Republic Day:** Republic Day an another important National festival is celebrated by flag hoisting and parade by the NSS and NCC students in the college campus. Students are encouraged to participate in the District level and State level celebrations.

**Voting Rights and Election Awareness:** Students are given Awareness programme on their voting rights

and the importance of elections. They are informed about the system of voting and NOTA. The college provides support in online application of Aadhaar Card, Voter's ID etc.

These celebrations and awareness programmes ensures that the civic duties of the students is taught to them and they exercise their rights in a proper way without disturbing others.

Besides the birth and Death anniversaries of great leaders are observed to remind our students of their achievements and contribution to our society. Some of them are:

1. Ambedkar Jayanthi
2. Teacher's Day – 5th Sep
3. Anti – Terrorism Day – 21st May
4. National Science Day – 28th Feb
5. National Engineer's Day – 15th Sep
6. Youth Awakening Day – 15th Oct

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

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

#### **Response:**

Our institution prides itself on being absolutely transparent in financial, academic and auxiliary functions. Transparency creates trust and clarity in all transactions.

#### **Financial Transparency:**

Bills, invoices and receipts are maintained for all financial transactions. The administrative office maintains all records and ledgers as per the advice of our Chartered Accountant. It is important to mention here that our Founder Thiru R.P. Sarathy was awarded the highest and honest tax payer award - Rashtriya Samman by the Income tax department for 5 consecutive years. He formed the Mahalakshmi Ammal Trust in the name of his mother to support higher education in the region. This college is run by the trust and hence the fiscal records are maintained with utter transparency and open books are maintained by the trust with his grandson Er. B. Nitish Harihar as the Chairman.

#### **Academic Transparency:**

Under the leadership of the Principal, the academic staffs maintain comprehensive records of all academic activities like student attendance, internal exams, university exams and result analysis. The staff log books, lesson plans, course files and extra teaching content are maintained for each semester separately. Besides this special coaching is taken for slow learners and records of these classes are maintained separately.

#### **Administrative Transparency:**



The administrative office maintains open books for all its transactions. The staff attendance, salary statements, office requirements, transport details, fuel expenses electricity accounts, estate maintenance etc are maintained as separate records in detail by the Administrative officer.

Besides this, the supplies to various laboratories, the breakage reports, purchase of new machinery etc are maintained as per Anna University norms. The stationery requirements of the departments are met by the administrative office.

Various other auxiliary functions like the expenses made to keep the campus clean, the maintenance of the garden, roads, drainage etc are handled by the estate in charge and the administrative office.

The canteen and mess is leased out to vendors. The maintenance of the canteen buildings and waste management is done by the estate in charge and administrative office. The yearly maintenance of the ground and sports facility is done by the physical director and administrative office.

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

## 7.2 Best Practices

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

#### Response:

#### 1) Concept a Day

Our college has followed a very unique system for developing the communication skills and the technical know-how of students from its inception in 2008. It is called "Concept a Day". In this method each student is asked to present in English one latest technical topic to his class for 5 minutes every day. The others can ask queries after his presentation and discuss the topic for another 5 to 10 minutes. So, each student learns a new technical topic every day and gets the opportunity to present their topic in English without stage fear. At the end of the semester a minimum of 50 technical topics are presented and discussed by the students. This method boosts the self confidence of the students and enhances their presentation skills. Since this is done right from the first year, the students learn how to search for new technologies available and their application of engineering concepts are enhanced.

#### Goal:

This practice aims to achieve the following:

1. To introduce new technical topic to the students.
2. To encourage students towards self learning
3. To encourage the students to make use of the library, online search engines and DELNET facilities
4. To improve the presentation skills of the students
5. To encourage active interaction between the students

6. To give an introduction to Group Discussion
7. To gain application based learning
8. To discuss on technical topic within friends and enable peer learning
9. To gather innovative ideas for mini projects, paper presentations and Project display

### **Context:**

This practice enables the students to search for technical topics on their own. He/She is able to apply his mind on various technologies and their applications. The topics discussed during Concept a Day will inspire the students to take up mini projects. It will also guide them on working on their area of interest. They will move towards knowledge enhancement by taking up certification courses and value added courses to develop their interests. In future this will help them in their final year project and placements.

### **2) Memorandum of Understanding**

Collaborations of our Institution with Industries/ Institutes or corporates

#### **Objectives**

MoU's are signed between industries, corporates and institutes with an objective to increase and opportunity for students in learning. This enables the students to emerge as one of the competent entities in the academic circles and improve their innovative ideas and implementations. The industrial collaborations were done to acquire training and skill development for the students

#### **The Context**

The industries or institution collaboration is done to share their experience in practical to the emerging professionals of our institution. Their working aspects and practices gives more practical knowledge for the students and motivates them to move towards the professional path.

#### **The Practice**

The young graduates could play a key role in technological up-gradation, innovation and competitiveness of an industry. In the view to that, industrial collaborations were done to acquire training and skill development for the students in the form of field projects and internships which offers them the practical knowledge on industry based expectations and requirements. Industrial visits are offered for the students based on this MoU's to explore their ideas on different sectors which helps them to bridge their theoretical concepts with practical knowledge. Observe and Learn method is implemented through the internships and industrial visits for the students based on these MoU's. This paves the way to the students and recent graduates to consider their interests and ideas and implement the changes to obtain the valuable work experience. Field projects are also done on these MoUs which gives different cultural experience and creates a bond to work with different environment. This also helps them to explore the important path on their career. Students those who begin the college with a unclear career path in mind, end up changing their minds later on taking such programs and get strong in particular path on their own interests.

#### **Evidence of Success**

When the students are involved in the activities like workshops, seminars, field projects, industrial visits,

internships etc based on the collaborations, the students get more experiential learning. This gives the insights in latest developments/ requirements of the industries. The experience gained is valuable which is beyond the classroom benefits. In addition to this they get trained in their specialized skills of a particular field, transferable skills such as communication, teamwork and proficiency which enables them the easiness in the workplace where they get placed. This also ensures exposure to students and will build confidence and prepare the students to have smooth transition in the working career

### Problems Encountered and Resources Required

In order to make a collaboration with institutions or industries, first the core industries related to the programmes offered by our institution is identified. Approvals for the collaboration with industries with high safety and expectations will be the challenging. Permissions and licenses of whatsoever nature, expected from the resources should be provided like laboratories/ workshops/ industrial sits. Besides this the collaborations helps the students to get trained in the emerging technologies and bridge the skill gap and become industry ready. This also helps the industries to get the work satisfied, loyal, well trained employees from our institution

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

## 7.3 Institutional Distinctiveness

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

#### Response:

The primary objective of the institution is the pursuit of Academic Excellence and Placements. The institute also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing teaching learning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society. It also strives to create virtuous, meritorious personalities and to prepare professional, creative, and humane students to serve the humanity by setting a commendable tradition of initiative and imagination. The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life. The institute aims at instilling a sense of self-discipline and accountability among students and developing a respect for democratic, ethical, and moral values. The college provides the best amenities required for students to enhance their Technical skills, Academics, and Extra-curricular activities and brings out the best in them.

The college is ranked within the Top 100 Engineering colleges in Tamilnadu, and stands number 1 among 13 Districts as per Anna University Rank List 2017-2018. The college has produced 27 University Ranks since its inception.

The placement cell has an integral training syllabus for students from the First semester. It started with outsourcing the placement training but now has a committed in-house placement training team for both aptitude and soft skill training. It ensures that the students are well trained and prepared to face their campus interviews effectively. The Placement cell has adopted an effective communication system on Whatsapp groups to keep the students informed about potential job opportunities and guide them from time to time. The academic and placement processes are complemented with a diverse array of opportunities provided to the students in enhancing their knowledge beyond academics. Various conferences, guest lectures, workshops, summit, celebrity chats, industrial visits, internships and in-plant trainings are organized throughout the year, by which the students are exposed to the outside world work ethics and all the recent developments and innovations.

To bring out the concealed talents of the students, every year the institution conducts cultural day and sports Day. This throws light on various arts and thus pushes the students to excel in Co-Scholastic areas as well. The institution has provided the best possible facilities in terms of infrastructure for teaching, learning and sports activities to make a student, complete in all dimensions. The Classrooms, Laboratories, Smart classrooms, Group discussion halls, Library, Solved Question bank for all the subjects and Administrative office are highly conducive to the overall academic environment. The institution hosts fully equipped grounds for athletics, indoor badminton courts, Cricket ground and volleyball courts. As a result, students have performed well in inter college sports events and won many medals.

#### List of responses:

1. Industry Readiness
2. 8 sem placement training
3. Out bound training
4. Internship
5. Live projects
6. EDC
7. Edu Talk
8. HR Conclave

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

## 5. CONCLUSION

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### Additional Information :

Narasu's Sarathy Institute of Technology aims to produce engineers who are technically competent and also socially responsible. The institutions' foundation laid by our entrepreneur and educationist Thiru.Sarathy Ayya was mainly to provide engineering education to the students belonging to rural background. Education in rural segments is an important measure to eradicate poverty, illiteracy and also to improve social activities as well as cultural development, and this is our major reason for providing rural education in the most remote regions. In note to this, our institution imparts various activities and promotes the culture of excellence among the budding engineers.

- The management encourages the meritorious students by exempting their fee based on their performance in university exams (CGPA).
- The students with best performance in their semester examinations are motivated by awarding a cash prize during the annual day celebration.
- Economically backward student's fee is considered and reduced based on their background in order to motivate them further to shine in their career. That is
  - For Parentless/ Fatherless students.
  - Poor family condition but with high cut-off score in their +2 marks.
  - Students with achievements in state level and district level sports.
  - Students from the locality around the institution.
  - First graduate students who miss the counselling quota are admitted with the first graduate fee itself.
- Our institution actively involves in extension activities to engage with the local community like creating awareness on social issues and to know their rights and duties. Blood donation camps, Medical camps, Youth awakening programs, Cycle rally, Voters awareness rally etc., are few of the activities carried out by the NSS team.
- NSIT provides excellent infrastructure and best teaching environment to ensure quality engineering for the students and to train them in excellence.
- NSIT is approved and funded by National Science and Technology Entrepreneurship Development Board (NSTEDB), Government of India and provides training programs to students through EDC to improve their entrepreneurship skills which helps them in development of managerial talent and decision making.

### Concluding Remarks :

Our institution has been constantly working towards the focus on the strategic plans on both student level and institution level. Sincere efforts are given from both the teaching and non-teaching community to improve the institution in both academics and non-academics. The faculties not only seek the growth of academics, but also improve themselves by involving in various activities, research projects, journal publications, book publications etc. Further the institution plans to increase the number of research projects and external funding in order to provide an excellent learning environment to with social responsibilities to society.