



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
SRI SAIRAM INSTITUTE OF TECHNOLOGY**

**Chennai
Tamil Nadu
600044**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	SRI SAIRAM INSTITUTE OF TECHNOLOGY Chennai Tamil Nadu 600044	
2.Year of Establishment	2008	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	7	
Programmes/Course offered:	7	
Permanent Faculty Members:	196	
Permanent Support Staff:	101	
Students:	2760	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none">1. Good infrastructure for academic activities such as smart classrooms with Wi-Fi connectivity, LAN etc. Additionally, the Institute has round the clock internet facility on Campus with 650 computers and 4 Servers for students and faculty which facilitate teaching and learning programmes.2. Extension and outreach program of the Institute include 1. Community services in the neighbourhood locality through NSS and NCC units such as free medical aid, supply of food etc. during natural calamities like floods, heavy storms and so on. 2. Awareness programmes on cashless banking to small scale vendors and microbusinesses as well as other socially relevant programmes such as Swachh Bharat, Tree plantation, Save water awareness rallies etc.3. TAP Cell (Training and Placement Cell) and IEDC (Innovation and Entrepreneurship Development Centre) facilities created by the Institute for students caters their need for placement after completion of studies. I also provided encouragement to students who are interested in R & D or aspire to be entrepreneurs.	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 08-08-2018 To : 09-08-2018	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	MR. DILIP BANDYOPADHYAY UTTARAKHAND	
Member Co-ordinator:	DR. ASHIM DEY	Professor,National Institute of Technology

Section I:GENERAL INFORMATION

Member:	DR. PRAMILA KOPARKAR	Dean
NAAC Co - ordinator:	Dr. Devender S Kawday	

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Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics (QIM) in Criterion 1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The curriculum prescribed by the Anna University is adopted by the Institute. However value addition is done through various activities. Proficiency in communication skills, soft skill development, Seminars etc add to the class room teaching. Pre-planning of academic activities and calendar for different activities is done which is in alignment with the one issued by Anna University for every semester. Time table for each semester is framed with provision for Value Added Programs, Seminars, Library and Project hours. In line with the academic calendar of events of Anna University preplanning of academic activities is done which include internal assessment tests, unit test schedule, University examination schedule as well as other departmental level and Institutional level activities such as workshops, guest lectures, conferences etc. and cultural, sports activities. Departments conduct guest lectures, subject specific seminars, workshops to supplement curriculum inputs. Slow learners are identified based on their test performance and class room interactions and extra efforts are made by the faculty to support them in learning through additional inputs by extra classes, remedial coaching etc. Institute has mentoring system whereby one faculty is made responsible for around development of 20 students. Institute has adopted Credit Based system of education. The Institute organises different programmes on cross cutting issues like gender issues, environment education, etc.

The college on its own initiative has gone for outcome based approach for course delivery. It has put the system in place for COs, POs, PSOs, PEOs etc. Elaborate data compilation for all the programmes and all the courses are being done very meticulously. for this the College deserves appreciation. However, they have not implemented outcome based course wise feedback from the students or any other stakeholders. They do take course-wise feedback from the students in normal forms and accordingly the teachers are counselled.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	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
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

Being an affiliated Institution of Anna University, all admissions (65% of total intake) are performed by maintaining the state merit list, reservation quota, etc., remaining 35% are admitted through consortium ranking as per rules of the Govt. of Tamilnadu. The moment a student takes admission to the Institution and induction programme where all the rules and regulations, facilities of the campus, dos and dont dos are being informed. As a matter of fact, every parent was telling their girl child feels very safe while studying at Sri Sairam Institute of Technology and no ragging incident during the last ten years of the existence of the Institution has been taken place. Along with the class schedule, the students are provided with value added skill development courses, entrepreneurship development programmes for all the overall development of the students. The mentoring system is visible to be effective for the slow learners. As a matter of fact, the Institution has got more than 80% pass percentage for each semester and in final examination from the affiliating Anna University. However, with n+2 facilities, total 93.88 percentage students passes out from its inception. The recruitment process of the faculty is being done as per the AICTE guidelines and the student faculty ratio is maintained as 15:1.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

The Institution although a predominantly undergraduate Institution, but in terms of their efforts it get recognition from DST to create an innovation and entrepreneurship centre. Due to the mere facts that the faculty members are engaged in research publishing articles, attending conferences, conducting conferences, involving the students for making innovative projects based on which they have filed 12 patents.

The adoption of village giving the students the opportunity to serve the nearby villages for their socio-economic improvement. Number of camps conducted by the students for this extension service have motivated the students to find the linkages between the theory and the practice.

The number of faculty members (75) continue to pertaining the PH.D. works emphasis the management encouragement on the research and faculty development. The faculty members are also writing number of books and book chapters during 201717-18, 16-17, 15-16, 15-14 and 13-14 are 7, 2, 3, 2 and 3 (17 in total) which is also the manifestation of the faculty commitment to the Institution.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The Institution has a sprawling campus with the availability of number of class rooms, laboratories, workshop, auditorium, conference halls, library, faculty cabins, Principal chamber, administrative section, finance section, etc. The campus also possess the play ground for football, volley ball, lawn tennis, basket ball, badminton, cricket and the largest Indoor auditorium with a capacity of 7500 spectators. The Institution of course shares the hostel facilities both for boys and girls and auditorium facilities with the Sai Ram Engineering College which is located and promoted by the same Trust in the vicinity of the Institution. There are two separate dining halls with kitchen facilities for boys and girls who reside in the hostels. This of course does not anyway hampers the teaching learning process of the students of the Institution.

The library resources are partially automated - circulation, acquisition, catalogueing. It has also automated the footfalls of the faculty and students in the library. The library resources are in the tune of 30139 volumes with titles of 7535 is a rich intellectual resource. The Institution management also invests money for the purchase of books and journals every year. The institution has got a number of e-journals and e-books.

The whole campus is internet by RF link connectivity (service provider is TATA) with a bandwidth of 155.5 mbps. The whole campus is WI FI enabled with a Fortinet firewall based security system.

The Institution has got an administrative and finance department who looks after day to day operation of the Institution including the maintenance. The campus is well maintained with plastic free environment.

For the effective teaching the Institution encourages the faculty members to conduct NPTEL, NDL courses. They are also being encouraged to take the certification by appearing the examination being conducted by the NPTEL. The Institution also uses Moodle, SWAYM virtual laboratory, Shodhganga and Shodhsindhu. They have also created the facility for capturing the lectures in digital form in their smart room class.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	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

Qualitative analysis of Criterion 5

The Institution has mentoring system for professional guidance, career growth for the total development of the students including to address their personal problems. Each mentor has got 20 students. They also maintain mentor books containing personal details of the students, academic performance and achievements, minutes of the meeting with the individual student by the mentor, the participation in the extra and co-curricular activities by the students, internship details, scholarship details and project details. The Institution also provides scholarship for the bright students who get higher CGPA. If a student gets more than 9.25 CGPA, he/she gets the full waiver-ship of tuition fees.

For slow learners parent meetings are conducted regularly and also find its place in the mentor book. The students are encouraged to participate in NSS, NCC, YRC activities regularly and the statistics for the number of programmes conducted by the students during 12-13, 13-14, 14-15, 15-16, 16-17 and 17-18 are 5, 11, 11, 14, 21 and 48 respectively. For the betterment of the on the job training the Institution signed 2, 1, 5, 7, 1 and 6 number of MOUs in 12-13, 13-14, 14-15, 15-16, 16-17 and 17-18 respectively.

The registered Alumni Association meets once in a year and discusses their future plan of action. However, it is more of a get-together and it is hoped it will take its proper shape in the days to come.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	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
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The Institution has been providing excellent technical education with the vision of producing graduates who have skills in all aspect of technical and managerial fields to address the competitive world. the placement record of the Institution is the manifestation. It produces perspective plan for its future course of action such as how to strengthen the industrial relationship, how to get the best accreditation , how to strengthen the R & D, what are the value added courses to be incorporated, how to increase the consultancy projects, how to improve the infrastructure with the technological up gradation. The teachers are involved in most of the decision making bodies such as academic council, antiragging committee, discipline committee, time table committee, student mentoring committee, etc. so that the Institution follows the participating management principle. HODs are being empowered to take all the major decisions related to their respective department such as creating more conducting learning environment, improvising the infrastructure, promotion of consultancy and research activity of the department, to promote more collaborative research , to have more industry interactions, to have more extra co-curricular activities of the students.

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Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The Institution conducts regular gender equity promotion programme. It has got women's club open to female faculty, professional staff and girl students. Several programmes are conducted by the Women's club for personal hygiene, safety and security inside the campus. The maintenance system takes care the initial problems of the students, however, the counsellors help are being taken when student conditions of depression, psychological problems and gender related problems cannot be handled by the concerned mentor faculty. Separate common rooms for boys and girls have been created in the campus. They have also set up a

the basic medical facility in the campus. For any major problem, the students are being sent to the nearby hospitals.

The solid, liquid and e-waste management should be more strengthened for creating better eco-friendly campus. The use of bicycles, public transport system, plastic free campus, etc are the right steps in the right directions.

The whole campus except the hostels is totally differently abled friendly. For hostels and mess, they must provide proper number of ramps.

The best practices followed by the Institution are skill rack programme and student mentoring system. The mentor books have brought the students to take the ownership of their Institution.

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Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength

Strengths :

- Dedicated, committed and experienced faculty
- University ranks, good placement and best results
- Mentoring system
- Research papers and patent publications
- ISO certified

Weakness:

- Being non accredited Institution getting funded research projects
- Being affiliated college, introduction of new courses / programmes is not possible
- Institute Industry interaction
- Attracting core companies

Opportunities

- Strengthening active alumni association
- Developing entrepreneurs
- More placements in reputed industries
- Getting more funded projects for research

Challenges:

- So many engineering colleges in the city
- To cope up with the fast change space of technology
- To create more jobs for the students
- To bring more funded research projects for research and development.

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- All class rooms should be equipped with LCD projection system
- All faculty members may be provided with internet enabled Laptops
- Faculty members may be fully sponsored for attending conferences, seminars etc including registration fees.
- The hostels should be made more disabled friendly and be more hygienic
- At least one foreign language course may be introduced as a value added course
- Medical facility in the campus be strengthened
- The class rooms should be replaced with white boards so that chalk dust pollution can be avoided
- Tree plantation in the campus should be vigorously undertaken to make the campus much more green to create academic ambience.
- Being an engineering college, more alternative energy sources such as solar cells must be put in place
- Rain water harvesting, waste management including e-waste management should be strengthened

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	MR. DILIP BANDYOPADHYAYUTTARAKHAND	Chairperson	
2	DR. ASHIM DEY	Member Co-ordinator	
3	DR. PRAMILA KOPARKAR	Member	
4	Dr. Devender S Kawday	NAAC Co - ordinator	

Place

Date

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