Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**SRI SAIRAM INSTITUTE OF TECHNOLOGY**
Name of the head of the Institution	**K.PALANIKUMAR**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**044-22512111**
Mobile no.	**9677053338**
Registered Email	**sairam@sairamit.edu.in**
Alternate Email	**principal@sairamit.edu.in**
Address	**Sai Leo Nagar, West Tambaram, Chennai**
City/Town	**Chennai**
State/UT	**Tamil Nadu**
Pincode	**600044**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr.S.Murali**
Phone no/Alternate Phone no.	**04422512111**
Mobile no.	**9442688257**
Registered Email	**iqac@sairamit.edu.in**
Alternate Email	**murali.mech@sairamit.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://sairamit.edu.in/naac-1/#

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	https://sairamit.edu.in/naac-1/#

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
No Data Entered/Not Applicable!!!					

6. Date of Establishment of IQAC

28-Jan-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Proposal for students pre-placement coaching classes	**08-Nov-2017** **1**	**25**
Mandatory publication of Research articles in	**25-Nov-2017** **1**	**72**

Scopus, UGC and web of science journals for all Faculty members			
Proposal to enhance the use of renewable energy	20-Dec-2017 1		4
Creating awareness for maintenance of complete cleanliness as a best practice of the college environment	22-Jan-2018 1		212
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Sri Sairam Institute of Technology	DST – NEW DELHI	DST	2017 365	100000
Sri Sairam Institute of Technology	DST – EDI INDIA	DST	2017 365	20000
Sri Sairam Institute of Technology	DST – EDI INDIA	DST	2018 365	20000
Sri Sairam Institute of Technology	IEDC,DST,TNSCST	IEDC,DST,TNSCST	2017 730	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

> Faculty members are encouraged to participate in Refresher Courses, FDPs, Research, Seminars, NPTEL online courses and Workshops etc. for the upgradation of knowledge base periodically. > The IQAC ensures the conducting seminars, workshops etc. by each departments to benefit of the students. > IQAC ensures the regular feedback from all stakeholders > Proposal for new PG courses in Mechanical department and computer science department > Initiate the UG programmes to apply for NBA and institution for NAAC

[View File](#)

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

Plan of Action	Achivements/Outcomes
Clean Green Campus	Tree plantation programmes organized by NSS and NCC
Workshop for students on skill development Programme	Each department organizes more than two workshop in an academic year
More ICT enabled class-rooms.	Each classroom is provided with ICT facilities
Awareness programme on Entrepreneurship for Students	IEDC organized Entrepreneurship awareness Programmes
Plan to open PG Courses in Mechanical	Proposal prepared for ME in Industrial safety Engineering
To apply for NAAC Accreditation	IIQC applied
To apply for NBA for five UG programmes	Applied for NBA for five UG programmes
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	09-Feb-2018
17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The management information system used in Sri Sairam Institute of Technology is called 'EDUMATE'. EDUMATE is used to maintain a complete record teaching learning process and student activities in both academic and non academic contexts. EDUMATE maintains digital records of students profile and faculty profile like personal details of every student and staff, students' performance in various evaluation process like tests, model and university exam, daily attendance, counselling mentor reports and cocurricular extracurricular achievements of the students and faculty members and other day to day activities pertaining to students and faculty.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Institution has developed and practices its extensive action plan for effective implementation of the curriculum through the following measures. Academic calendar is prepared to include internal Assessment test schedule, Unit test schedule, university examination schedule and the department and Institution level activities like association, professional society, Alumni chapters, workshop, guest lecture, conference, symposium etc., Phrasing of objective driven teaching plan at the beginning of every semester. Pre-planning of Academic activities and calendar in alignment with the Anna University issued Academic Calendar of Events In each semester, subject allotment to faculty is based on skill matrix , experience, area of specialization and performance in previous years. Time table for the entire semester is framed with provision for Value Added Programs, Library, seminar and Project hours. Every faculty prepares lesson plan, notes on lesson, question bank, lab manuals for the subject course handled by them in line with the university syllabus and it is uploaded in MOODLE software. Teachers can strengthen their knowledge in the subjects listed in the curriculum during summer and winter vacation period by attending the Faculty Development Programmes sponsored by Anna University. Course files are maintained by all the faculty members for the subjects handled which contain all the documents necessary for the implementation of the action plan. Student's attendance for individual course has been monitored through faculty Log book Syllabus completion is tracked through Formal/informal meetings with faculty members, Review of records of class work, Class Committee Meetings, Periodic checking of lesson plan sheets, All faculty members are involved in internal as well as external evaluations, conduction of examinations, invigilation's, interaction with students on their performance in examinations etc. The curricula are completed on time. However, for specialized topics experts are invited in the field from other Institutions / Industry for delivering lectures to students, The diverse interest of the students are ingeniously met by incorporating participatory learning activities such as project exhibition, student

presentation, industrial visits etc., All faculty members follow advanced lecture methods besides conventional teaching and learning process. Innovative teaching methodologies kindle the spirit of the students and invite their attention, motivates self-work and prepares them to use new technology. Some of the technologies practiced by the faculty are: NPTEL / Webinars/Online Learning Management System Case study Brainstorming Quiz / Mind Map Focused group discussions Panel discussions Role play and debate Think Pair Share

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Red Hat Linux	Nil	05/02/2018	7	Employabil ity	Linux
Basic Electronic design and Embedded System	Nil	17/07/2017	7	Employabil ity	Designing skills
Hands On Training On ARDUINO based system design	Nil	04/07/2017	7	Employabil ity	Designing skills
Design Of Controller Using ARM 7 and RASPERRY PI	Nil	29/08/2017	7	Employabil ity	Designing skills
Lean Six Sigma	Nil	02/01/2018	7	Employabil ity	Management

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BE	FILE ATTACHED	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BE	Computer Science Engineering	01/06/2017
BE	Mechanical Engineering	01/06/2017
BE	Electrical & Electronics Engineering	01/06/2017
BE	Civil Engineering	01/06/2017
BE	Electronics & Communication Engineering	01/06/2017
BTech	Information Technology	01/06/2017

MBA	Business Administration	01/06/2017

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

	Certificate	Diploma Course
Number of Students	735	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
FILE ATTACHED	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BE	FILE ATTACHED	Nill
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The feedback about the curriculum prescribed by the University is collected from students, teacher and various stakeholders. A structured feedback form is prepared and the response obtained against each characteristic of the curriculum is analysed thoroughly and the recommendations is put forth to the curriculum framing committee of the University through Principal.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	MBA	60	25	18
BE	Civil Engineering	60	93	45
BE	Electrical and Electronics Engineering	120	130	90
BE	Computer Science	120	180	117

	Engineering			
BE	Information Technology	120	127	109
BE	Mechanical Engineering	120	130	108
BE	Electronics and Communication Engineering	120	136	106
[View File](#)				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	2548	18	188	8	8

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
201	196	15	22	8	7
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

The major objectives of the mentoring system by the Institution are follows: • Bridge the gap between faculties and students. • The scheme is adapted for the value additions to the students like: Creation of a better environment in college, where students can approach teachers for both educational and personal guidance. • Awareness and support to students for GATE, GRE, CAT, ISRO, SAIL, NAL, HAL, NTPC, BSNL, DRDO, BARC, and other Government examinations. • Motivate the students for higher studies and entrepreneurship. • Advice and support for improvement in academic performance. • Behavioral counseling aims to improve ones relationship develop interpersonal skills and looks to eradicate unwanted behavior. It is essential for a good experience on campus, better placement and a successful career. As mentioned earlier, about 15 students are linked to one teacher, who is teaching them and will be their mentor. During the First year, as students are fresh from schools, they have their own inhibitions. First year subjects are mostly from the Department of Science and Humanities and General Engineering. Hence, faculties from those departments are identified as mentors. The student can meet his/her mentor and pose his/her adjustment and academic problems and seek redressal. From second year, students move to their concerned departments and one of their department faculties is nominated as a mentor, who will be mentoring them during the next three years. The mentor keeps a complete record of the student's accomplishments, his/her attitudes, interests, weakness etc. In the first year, students come from a protected environment from school to college, where their counterparts may or may not think and behave as he has been accustomed to. They come across fast learners, slow learners and sometimes they might even feel that they have landed in an institution not to their liking and feel depressed. Such cases are referred to the student counselor, who is a qualified psychologist, who talks to them individually and counsels them as needed. Behavioral counseling is mainly focused on weak students. At first, the behavior is learned and then it is adjusted to ensure better results in all walks of life. Students with personal problems that are interfering with their ability to

attend classes, to study, or to take exams should contact their HOD to discuss how to handle the problem. In case of interpersonal issues within the class or campus for that matter, a student could get in touch with the class teacher. A class committee, comprising a cross-section of students – slow learners, fast learners, girls, boys, sports-persons and the faculty teaching the class, chaired by one senior professor from the department, is formed during the beginning of the semester. This committee meets twice a semester to discuss about the teaching – learning process and to get a feel of difficulties encountered by the students and faculty. The First meeting, is after the first Unit test the discussions are about the purpose of the class committee, University regulations, how the students can express their difficulties and get them

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2548	201	13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
196	196	Nill	Nill	34

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	DR.K.PALANIKUMAR	Principal	BEST REVIEWER
2018	Dr.G.THAMARAI SELVI, Mr.A.RAVINDRAN and Mr.RAMAPRASAD MAHARANA	Associate Professor	HACKATHON 2018
2017	Dr.K.Baranidharan	Associate Professor	BEST NSS OFFICER
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BE	104	VIII/ 2017-2018	12/04/2018	30/06/2018
BTech	205	VIII/ 2017-2018	12/04/2018	30/06/2018
BE	114	VIII/ 2017-2018	12/04/2018	30/06/2018
BE	106	VIII/ 2017-2018	12/04/2018	30/06/2018
BE	105	VIII/ 2017-2018	12/04/2018	30/06/2018

BE	103	VIII/ 2017-2018	12/04/2018	30/06/2018
MBA	631	IV/2017-2018	04/05/2018	30/06/2018

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

INTERNAL EXAMS: The institution strictly follows the evaluation procedure prescribed by the affiliating university. The evaluation weightage is 20 for continuous assessment tests and 80 for the end-semester. The academic calendar for each semester is prepared in line with the University schedule of events, which provides the information on scheduled timetable for internal assessments, model examinations and the tentative schedule of University practical examinations in regard to this the students can plan the course of action. The question paper pattern for the internal examinations has been standardized by the institution, similar to that of University end semester question paper containing Part A, Part B and Part C questions as applicable. Unit Test I covers Unit I and II, Unit Test II covers Unit III and IV and Model Exam covers the entire syllabus of a particular course. Blooms taxonomy is strictly followed in setting the question papers for Internal Assessment. With regard to the tests, faculties prepare 3 sets of question papers that are submitted to the exam cell, wherein the Head of the Institution select a question paper from the sets and it is distributed to the students at the time of assessment. Student marks are intimated to the students immediately after the completion of assessment and the same is communicated to their parents through posts. Retests / Improvement tests are conducted for students who fail to secure minimum percentage of marks / who want to improve their internal marks, for that a special timetable is framed for students purpose. The academic performance of the student and attendance of the student are maintained and recorded in each department through Edumate Web portal / Online web portal. The university itself now introduced the CBCS and reformed the system Though the university prescribes a procedure, at our institute the CIE in enriched by practising the following: • Daily the last 10 minutes each teacher ensures the learning by asking questions. • Class test, slip test, surprise test and weekly test are conducted to encourage daily reading practice and to reduce the burden of students during last minute preparation before University exams. • To have practice of exams we also conduct mock exam. • By conducting model exam we also prepare them for end semester exam. • Conducting of review class on the day prior to exam in a regular practice. • Depending upon the performance the slow learning students will be identified and remedial classes will be conducted. For detained students (one or two) the subject teachers will give special teaching as per their availability. • For practical courses the conducting of class itself will be a parallel process of evaluating by observing the expectation, results etc. • These practices are reforms in CIE process which strengthen the university system. **EXTERNAL EXAMS:** The University constitutes a board of examiners separately for central valuation of each category (for various departments like: sciences, humanities and for various engineering and technology disciplines) consisting of a Chairman, Chief Examiners and Examiners. There is a

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

Academic year starts as prescribed by Anna University. The University in advance, publishes the Academic Calendar containing plans for curricular and co-curricular activities based on the available working days as per their norms. Student Council of the college is responsible for preparing the Academic Calendar in concurrence with the University Calendar. Approval for the same is given by Heads of Departments and the Principal after effecting minor changes

if required. The academic calendar provides the date of commencement of the academic session like Guest Lecture, Workshops, Industrial visit, College day, Sports day, Project Exhibition, duration of semester, period of internal assessment tests, final semester examinations etc. The time table is prepared well before starting of every semester to avoid any shortfall in syllabus coverage. The Lesson Plan is prepared by the faculties individually with details like Unit wise topics, number of teaching classes allocated for each Unit. During the interaction with the students in the Class Committee meeting the objectives of each subject are explained by the respective faculty handling the subject and the Chairperson of the meeting. The expected outcome from the student is also explained clearly. Syllabus completion is tracked through periodic checking of lesson plan sheets, class committee meetings, record of class work and Department meetings. The laboratory Schedule is prepared by the concerned Time - Table in charge of each department and batch-wise details are specified in laboratory schedule. Time Table of regular lectures for the semester is prepared and displayed on the notice board and Edumate. There is an academic monitoring committee appointed by the Principal who monitors the day- to- day conduct of the lectures based on the time table.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://cse.sairamit.edu.in https://ece.sairamit.edu.in
https://eee.sairamit.edu.in https://mech.sairamit.edu.in
https://civil.sairamit.edu.in https://it.sairamit.edu.in
https://hs.sairamit.edu.in https://mba.sairamit.edu.in

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
106	MBA	MBA	18	18	100
103	BE	Civil Engineering	119	110	92.44
105	BE	Electrical and Electronics Engineering	123	115	93.49
106	BE	Electronica and Communication Engineering	118	113	95.76
114	BE	Mechanical Engineering	139	138	99.28
205	BTech	Information Technology	97	95	97.93
104	BE	Computer Science Engineering	111	109	98.19
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2.7 – Student Satisfaction Survey

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

https://sairamit.edu.in/naac-1/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	FILE ATTACHED	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
ORCAD and PSPICE	ELECTRONICS AND COMMUNICATION ENGINEERING	18/01/2018
Basic Electronics Design And Embedded Systems	ELECTRONICS AND COMMUNICATION ENGINEERING	17/07/2017
Entrepreneurship Awareness Programme	ELECTRONICS AND COMMUNICATION ENGINEERING	29/06/2017
Industrial Automation	ELECTRONICS AND COMMUNICATION ENGINEERING	12/07/2017
An Overview of AutoCAD Electrical	ELECTRICAL AND ELECTRONICS ENGINEERING	28/06/2017
Recent Trends In Switchgear And Design Of Substations	ELECTRICAL AND ELECTRONICS ENGINEERING	21/07/2017
Design of Controllers Using ARM7 Raspberry PI	ELECTRICAL AND ELECTRONICS ENGINEERING	29/08/2017
An Over View of Substation Control System Engineering	ELECTRICAL AND ELECTRONICS ENGINEERING	24/01/2018
Integration and Challenges on Renewable Energy System	ELECTRICAL AND ELECTRONICS ENGINEERING	16/02/2018
ORCAD-PSPICE and Embedded System - PLC	ELECTRICAL AND ELECTRONICS ENGINEERING	19/02/2018
GRID AND CLOUD COMPUTING	INFORMATION TECHNOLOGY	08/06/2017
DATA SCIENCE AND BIG DATA ANALYTICS	INFORMATION TECHNOLOGY	19/06/2017
ADVANCED DATABASES	INFORMATION TECHNOLOGY	27/09/2017
PROBLEM SOLVING AND PYTHON PROGRAMMING	INFORMATION TECHNOLOGY	04/06/2018
WEBINAR ON "OVERVIEW OF	INFORMATION TECHNOLOGY	26/02/2018

BIG DATA ,CLOUD AND IOT"		
PYTHON ON DEVOP	INFORMATION TECHNOLOGY	06/02/2018
SALESFORCE BUSINESS ADMINISTRATION SPECIALISTS	INFORMATION TECHNOLOGY	29/01/2018
Basics of Metal Cutting	MECHANICAL ENGINEERING	20/07/2017
Plastics usage in automobiles	MECHANICAL ENGINEERING	11/08/2017
Manufacturing of flow valves	MECHANICAL ENGINEERING	28/07/2017
Latest Trends in Automotive Technologies	MECHANICAL ENGINEERING	12/02/2018
Signal Processing In Telecommunications	ELECTRONICS AND COMMUNICATION ENGINEERING	04/08/2017
Smart Antenna	ELECTRONICS AND COMMUNICATION ENGINEERING	30/06/2017
IoT And Phython	ELECTRONICS AND COMMUNICATION ENGINEERING	24/01/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	Nill	FILE ATTACHED
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
38	5	1

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	FILE ATTACHED	Nill	0
[View File](#)			

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

Department	Number of Publication

FILE ATTACHED	Nill
[View File](#)	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	2017	0	FILE ATTACHED	Nill
[View File](#)						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	2017	Nill	Nill	FILE ATTACHED
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	42	60	4	74
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
FILE ATTACHED	FILE ATTACHED	Nill	Nill
[View File](#)			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
BLOOD DONATION CAMP	Blood Donation Award	Madras Voluntary Blood Bureau	15
AWARD FOR MOBILISING VOLUNTEER BLOOD DONORS	Blood Donation Award	Madras Voluntary Blood Bureau	10
AWARD FOR PARTICIPATING IN REPUBLIC DAY CAMP HELD AT NEW DELHI	Best Directorate Runner Up	Director General Of NCC	1

AWARD FOR MOBILISING VOLUNTEER BLOOD DONORS	Blood Donation Award	Madras Voluntary Blood Bureau	15

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharath Abhiyan	YRC	Swachh Bharath Abhiyan Campus Clean	5	25
Swachh Bharath Abhiyan	NCC	Swachh Bharath Abhiyan Campus Clean	2	30

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	Nill	Nill	0

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
FILE ATTACHED	Nill	FILE ATTACHED	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
81.25	85.24

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Autolib	Fully	5.2	2008

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	Nill
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	654	9	9	0	6	1	7	155	0
Added	0	0	0	0	0	0	0	0	0
Total	654	9	9	0	6	1	7	155	0

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

155 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Moodle Server	http://lmsssit/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
219.9	**222.16**	**430.4**	**438.24**

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

Maintaining and utilizing physical, academic and support facilities – Class Rooms/Laboratory The physical facilities such as Laboratories, Classrooms, Library and Sports Complex are maintained by House Keeping under the supervision of Nonteaching Staff / Floor Supervisors. Utilization of the classrooms is facilitated to the students in working days and it is also made available to the other governmental / nongovernmental organizations for conducting exams during Vacations and holidays. The masonry and plumbing works are carried out with local skilled persons and the expenditure are incurred from Maintenance. Lab equipment's are serviced by manufacturers and service personnel during summer and winter vacations. Stock registers are maintained regularly. House Keeping 1. Checking water availability in Toilets every hour 2. Checking Drinking water availability every day 3. Cleaning Class Rooms, Labs, Veranda, Office Room, Staff Rooms 4. Cleaning of Toilets every day 5.Cleaning the campus every week 6. Checking Furniture's in Class Rooms and Office every month 7. Checking Building cracks throughout the campus 8. Checking Electrical, Plumbing, Waterline and Sewage line every month Computers The college has an adequate computer with high speed internet connections and software's, distributed in different locales like departments laboratories, library and office. Computers are maintained by internal Staff members. Each laboratory has an assistant, who ensures proper usage of the computers and hazardous equipment's are handled with care. Library The working hours of the library is from 8.30 a.m to 6.00 p.m on working days and from 8.30 a.m to 4.00 p.m. on holidays. Maintenance activities are made periodically to keep library clean. The activities like fumigation, preservation of books from insects, dusts and shelving of reading materials promptly on regular basis by the housekeeping /Library Staff. Training Classes Special Trainings by experts for competitive examination such as GRE, TOEFL, GATE and Placement Training to students for competitive exams, to motivate them for debates/ group discussion, and for placement. Sports Complex/ Activities Through best practices, the students outshine in the field of sports. Excellent infrastructure is provided for sports with 400meter running track and Synthetic Courts for indoor sports activities. The play field are maintained by markers and the field equipment like post, umpire stand, score boards are also aintained regularly. The college uses labourers on daily wages to keep the play field clean and condition during the tournaments and sports day celebrations. The markers control the play equipment like ball, bat, net etc., provided to the students and to collect it back safely and register them in the Equipment movement register Power Supply and Electrical Maintenance Power supply is maintained by regular staff through proper system captive gensets as backup for 24hours. A KirloskarMake power generator (250KVA) is installed in the campus to handle the occasional power shut down, is under AMC by M/S Network Diesels, authorized Dealer of Kirloskar.

> **Garden Maintenance** Tree plantation and garden maintenance are done by the gardener appointed by the Institute. NSS, NCC, YRC maintain certain areas of the college clean for planting Saplings. Certain areas are allotted for the departments

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Leo Muthu Scholarship	62	480000
Financial Support from Other Sources			
a) National	Mahindra Mahindra Financial services -	4	100000
b)International	NIL	Nill	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
FILE ATTACHED	Nill	6555	FILE ATTACHED
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Placement and Higher Studies Training Programme	212	659	33	533
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus	Off campus

Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
FILE ATTACHED	**Nill**	**Nill**	**FILE ATTACHED**	**Nill**	**Nill**
[View File](#)					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	**Nill**	**File attached**	**File attached**	**File attached**	**File attached**
[View File](#)					

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

Items	Number of students selected/ qualifying
GATE	**14**
GRE	**6**
TOFEL	**5**
Any Other	**8**
No file uploaded.	

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

Activity	Level	Number of Participants
FILE ATTACHED 8	**FILE ATTACHED**	**Nill**
[View File](#)		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	**FILE ATTACHED**	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**
[View File](#)						

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

Various opportunities are provided for the welfare of the students to outshine in other fields apart from academics. Every year, the students have taken as internships in following companies: HP, TCS, Zoho etc.. The students are also exposed to the new version of soft skills to develop the language and career development skills. The students also attend the special coaching classes for GATE, I.A.S, I.P.S, GRE, TOEFL examinations with a view to excel in other professions also. The students are motivated through self – learning aspect by providing courses like NBTET, MOOC in the Library and Digital Library and actively participate in HACKATHON, INNOTHAN, SYMPOSIUM, WORKSHOPS, TEDX

Sairamit. Apart from this, the students actively participate in, Sports, Cultural Committee, Magazine Newsletter, Committee, etc., 'Swachh Bharat' program- clean India has been organized by NCC Cadets and the function has been celebrated. YRC has organized the Organ Donation Camp. The students also understand their role and take part in symposium as Chairperson, Vice Chairperson, Treasurer and other roles periodically. Besides, the student's innovative talents are exhibited through project exhibition and the students involve themselves in the part of demonstration. This creates an ambiance for the students to invent or create new technologies to solve the societal problems.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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

5.4.2 – No. of enrolled Alumni:

665

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

80000

5.4.4 – Meetings/activities organized by Alumni Association :

The alumni meet of Sri Sairam Institute of Technology Alumni Association was held on 09th June, 2018 at Sai Leo Nagar, West Tambaram, Chennai-600044. The following points were discussed in the alumni meet 2018.President of the Sri Sairam Institute of Technology Alumni Association welcomed the gathered Alumni and all the invitees. Join Secretary of the Sri Sairam Institute of Technology Alumni Association presented the annual report of the association. Principal of Sri Sai Ram Institute of Technology congratulated the association for growing in number. CEO,Sairam Group of Institutions requested all Alumni to provide valuable contribution to the college in terms of taking seminars, awareness programmes on latest technologies and conducting motivational programmes for students for attending job interviews. This will help the students to get confidence about facing the interview and pursuing their higher studies.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Self Study Report of Sri Sairam Institute of Technology The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution Response: Nature of Governance The founder-chairman of Sri Sai Ram Institute of Technology, MJF Lion Leo Muthu was an Indian philanthropist, educationist and businessman. He established the educational trusts for providing secondary grade and higher education with high quality. The college was established in the year 2008 at West Tambaram, Chennai and functions under Sapthagiri Educational Trust founded by MJF Lion Leo Muthu, Chairman. The institution is headed by Mr. Sai Prakash Leo Muthu, CEO and

Managing Trustee. The institution is managed by a Governing council consisting of eminent members of the Management, renowned academicians, eminent industrialists and prominent educationalists. The institution has been instrumental in bringing about quality education for the wider society. The Institute is imparting excellent technical expertise right from its inception. Engineering and Management Education is enriched by the sterling contribution of the institution with a vision of producing graduates, who have skills in all aspects of technical and managerial fields to address the ever competitive world. Perspective plan The institution has various perspective plans for the overall development. The plan is drafted by the principal in consultation with Governing council body and Heads of the various departments. Academic calendar is scheduled according to this plan. The envisioned features of the plans are Getting NBA Accreditation Getting NAAC Accreditation Signing more number of MoUs Strengthening Institute - Industrial relationship Creating tie-ups with leading Industries to introduce industry relevant programs in association with leading industries through tie-ups. Strengthening R D Conducting GRE , GATE, TOFEL classes Identifying Value added courses to cater the need of Industry Organizing training to improve soft skills Increasing the numbers of consultancy projects Improving the Infrastructure in line with technology upgrade Developing Entrepreneurial skills by IEDC cell Participation of teachers in decision making bodies Principal is the head of both the academic and administrative bodies including IQAC. The Head of the Institution is the Governing Member Secretary of the Governing Council of the college. Heads of the Departments are empowered for executing the policies in each department. The faculty members are given privileges to express their opinions for the improvement of the college. They associate themselves in several initiatives and take part in decision making process at all levels including Governing Council Body. They act as members of many committees such as Discipline committee, Anti raging Committee, Timetable Committee and Alumni Association Committee, etc., . They also actively take part in various college functions like Induction Day, College Day, and Sports Day etc. The management encourages the ideas given by the faculty pertaining to the growth and betterment of the college. Teaching fraternity engage themselves in various club activities. The faculty members are nominated to be the members of institutions committees so that they can put forth their innovative ideas to achieve better results.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	On par with Anna university syllabus, College regular organizes extension lectures by all departments. It inculcates skill development, communication skill textile designing ability and writing ability among students. Students are also taught yoga, health awareness and healthy diet.
Teaching and Learning	• Creating a conducive learning environment. • Improvising the infrastructure to facilitate learning. • Incorporating creative ideas in delivering the subject area. This helps

	in generating interest • towards the subject. By this approach, the student success rate increases. • Disseminating best practices for Teaching and Learning to the faculties. • LMS, Moodle, NPTEL, E- resources
Examination and Evaluation	The institution is affiliated to Anna University, Chennai and the process of evaluation is followed as per the university guidelines. The process is transparent and is communicated to the stakeholders, students, faculty and parents by structured mechanisms. The evaluation process includes attendance stipulations and internal assessment marks. The pattern of end semester examinations is printed and distributed to all the students. Induction day for fresher's serves as the best platform to communicate the process of evaluation system, which is followed by the institution to all the parents, staff and students to enhance the need for strict adherence to the stipulations. Regular interactions of HODs and faculty with the students during department meetings, class committee meetings and counseling sessions are regularized for better understanding between staff and students. At the beginning of each semester, HODs convene staff meeting to disseminate information on any changes in evaluation / assessment system. The marks awarded to the students in the continuous assessment tests and the attendance percentage is communicated to parents through post by the institution, which is accessible through the website of the affiliating university. (www.coe1.annauniv.edu). Any change in the schemes of evaluation, updates on curriculum revision, alterations in the question paper patterns are conveyed to the students and the faculties through circulars received from the University and the same is displayed in the University webportal (www.coe1.annauniv.edu). During the student counseling, parents are also informed about the Anna University web portal.
Research and Development	• Establishment of research amenities to encourage and cultivate the research culture among the learner community. • Promotion of consultancy and research

	to the staff and students. • Highlight the innovation and creativity in all aspects of activities of the Institution. • To promote collaborative research • Student project, publications • Student participation in various competitions • Centre of excellence
Library, ICT and Physical Infrastructure / Instrumentation	The college has an automated library with 29615 volumes of books on different disciplines, with separate section for the international and national periodicals, to provide an effective learning resources to the students.
Human Resource Management	Organization chart provides the functional and relational hierarchy of the institution. Chairman/CEO heads the institute and looks after all the functions of the institution including academic, administrative and developmental activities. Under the Chairman/CEO, Secretary and Treasurer help to maintain the management system. He works towards consistently for making the institution to attain its goal of academic excellence and keeping pace with the emerging trends and development of educational innovation with the help of Trust members. Decisions arrived by the management team are issued through the Principal, who acts as the main coordinator between all the three entities – the management, the staff members and the students. The Principal heads Audit, RD, Academics, Examination, Cell/Committee, Hostel, Placement, Alumni Association and Administrative Office. HODs are responsible for overall functions of the department including budgeting, academics and student improvement programs.
Industry Interaction / Collaboration	• Focusing on multi-dimensional evaluation areas. This helps in moulding the students to meet employers' requirements • Mou, Internship,IV, Guest Lectures, Seminars, Webinar, Consultancy
Admission of Students	Online registration for students, Management and Counseling

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

E-governace area	Details
Planning and Development	iTech PKM Towers#57, Ayyappan Nagar Extn, 200 Feet Road, Kolathur,

	Chennai600 099. Phone : 914426503257 / 58 Email : info@itechind.com Website: http://itechind.com Year of Implementation : 2014
Administration	EASY Educational Automation Software Pvt Ltd Flat 1B, I Floor, Old. No.5, New No. 9, First Main Road, KB Nagar, Adayar, Chennai 20 Phone : 32954228,9380005207,9283392597/598 Email: easysoftin@gmail.com Website:ffssoft.com Year of Implementation : 2008
Finance and Accounts	1. SmartInfotech 5/29,South Sivankoil Street, Kodambakkam. Chennai 24 Phone : 9840283825,9840210999,7550083825 Email: smartinfotech@airtelmail.in Website:www.smartinfotech.co.in Year of Implementation : 2008 2. EASY Educational Automation Software Pvt Ltd Flat 1B, I Floor, Old. No.5, New No. 9, First Main Road, KB Nagar, Adayar, Chennai 20 Phone : 32954228,9380005207,9283392597/598 Email: easysoftin@gmail.com Website:ffssoft.com Year of Implementation : 2008
Student Admission and Support	1. EASY Educational Automation Software Pvt Ltd Flat 1B, I Floor, Old. No.5, New No. 9, First Main Road, KB Nagar, Adayar, Chennai 20 Phone : 32954228,9380005207,9283392597/598 Email: easysoftin@gmail.com Website:ffssoft.com Year of Implementation : 2008 2. AutoLib Software Systems B 2 Solai Apartments, 3/178, Mount Poonamalle Road, Chennai 89 Email : autolib@yahoo.com website: autolibindia.net Year of Implementation : 2008 3.iTech PKM Towers#57, Ayyappan Nagar Extn, 200 Feet Road, Kolathur, Chennai600 099. Phone : 914426503257 / 58 Email : info@itechind.com Website: http://itechind.com Year of Implementation : 2014 4. PeeCee Castle Software Services Private Limited Door No 9/2 , 15th Ward, Five Falls Road, Ilanji,, Tenkasi Taluk, Tamil Nadu, India – 627805 Email: bercolax@gmail.com Year of Implementation : 2015 5. CSN Systems Sire Mansion Fourth Floor, #621, Annasalai, Thousand Lights, Chennai 600 006. Mobile : 9840098867 Year of Implementation : 2017 6. Aspiring Minds 809 A, Third Floor, Udyog Vihar, Phase V Gurgaon, Haryana, India Year of Implementation : 2018

Examination	iTech PKM Towers#57, Ayyappan Nagar Extn, 200 Feet Road, Kolathur, Chennai600 099. Phone : 914426503257 / 58 Email : info@itechind.com Website: http://itechind.com Year of Implementaiton : 2015

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	FILE ATTACHED	FILE ATTACHED	FILE ATTACHED	7400
[View File](#)				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	FILE ATTACHED	FILE ATTACHED	Nill	Nill	216	Nill
[View File](#)						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FILE ATTACHED	122	Nill	Nill	365
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	4	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? General Amenities • Free Transport facilities to and from their home to College. • Subsidized canteen facility. • Medical facility. • Pooled car facilities for	? General Amenities • Free Transport facilities to and from their home to College. • Subsidized canteen facility. • Medical facility. ? Incentives / Awards • A	• Insurance • Merit Scholarship • Sponsorship to students for participation in International Conferences and competitions.

senior staff members. ? Incentives / Awards • Incentive to Faculty members based on Students Securing rank in University Examination • Financial assistance is provided on Teacher's Day to the faculties who have secured 100 result in their respective subject. • A Gift voucher worth of Rs.1000/- is given to all Teaching and faculties every year during Teacher's Day Function. • Marriage Gift and Marriage leave with pay for 7 days ? List the support given for Faculty career Advancement /Life Long Learning: • Special Study Leave to pursue higher studies. • Sabbatical leave (OD) for attending examination, FDP, National International Conferences. • 50 expenses will be sponsored for the faculty members presenting paper in international conference • Registration fee reimbursement for FDP/ Conferences • For Patent filing full fees will be paid by the Institution ? List of major Welfare facilities given to the Faculty and their family members: • Provident Fund contribution accounting to12 is subscribed to all the staff members right from the day of joining. • Special Transport is arranged during festival season to the native place. • Every year Monthly Daily Sheet Calendar, Dairy and a travel bag is given to all faculty members. • All the faculties are included in Group Insurance Scheme •

Gift voucher worth of Rs.1000/- is given to Nonteaching faculties every year during Teacher's Day Function. • Marriage Gift and Marriage leave with pay for 7 days ? List of major Welfare facilities given to the Faculty and their family members• Provident Fund contribution accounting to 12 is subscribed to all the staff members right from the day of joining. • Special Transport is arranged during festival season to the native place. • Every year Monthly Daily Sheet Calendar, Dairy and a travel bag is given to all faculty members. • All the faculties are included in Group Insurance Scheme • Five sets of free Uniform are provided for Non-Teaching Staff. • Medical leave in case of hospitalization for more than 3 days. • Maternity leave for 3 months with salary for the lady Nonteaching Staff members. • Fee concession for the children of non-teaching staff members. • Fee waiver scheme for non teaching staff. • Scholarships for the wards of non-teaching staff ? List the measure taken for Faculty Work-Life Balance: • On emergency, transport facility arranged • On any medical need, hospital facility is arranged • Monthly one Casual Leave and two one hour permission is allowed to avail. • Yearly 25 days of Vacation leave is given to faculty members. • Periodical health check

Medical leave in case of hospitalization for more than 3 days. • Maternity leave for 3 months with salary for the lady Teaching Nonteaching Staff members. • Research facilities are available for faculties pursuing their Ph.D., ? List the measure taken for Faculty Work-Life Balance: • On emergency, transport facility arranged • On any medical need, hospital facility is arranged • Monthly one Casual Leave and two one hour permission is allowed to avail. • Yearly 45 days of Vacation leave is given to faculty members. • Periodical health check up is conducted by a team of doctors. • Yoga facilities, Gym facilities are available. • Staff members sports (indoor game, outdoor games) are conducted. Motivation talks from the experts are conducted once in a semester.

up is conducted by a team of doctors. • Yoga facilities, Gym facilities are available. • Staff members sports (indoor game, outdoor games) are conducted.

6.4 – Financial Management and Resource Mobilization

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

Internal and external auditing mechanisms are used in the institute for financial management. Both internal and external auditors verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Internal Auditing system: Internal auditing is an ongoing continuous auditing process in the institute. For the purpose of internal auditing, qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. During the course of Internal audit, all required steps are taken to regularize the accounts and to obtain confirmations for the credit balances, to collect documentary evidences wherever inadequate in respect of payments, compliances of T.D.S and statutory formalities and reconciliation of unit wise balances with the control accounts and banks reconciliations. The copy of the Internal audit report covering all matters related to maintenance of accounts, availability of documentary evidences, documentation, compliances, etc., is preserved. Internal Audit is performed by officials deputed from trust office periodically and the reports are obtained before the conduct of the external audit which is normally done after the closure of the accounts in all respects. External Auditing system: Like internal audit, an external audit is also carried out on an elaborate way on quarterly basis. The institutional accounts

are audited regularly by both Internal and statutory audits. External audit is done by statutory auditors after June 30 of the subsequent year. The institute regularly follows the Internal and external financial audit system. So far there have been no major findings / objections. Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. Subsequently, external statutory audit is conducted by the auditors and the final audit report with audit findings are submitted to the management. The consolidation of the findings of the Institutions with trust central office has been completed and the annual returns have been submitted to Income tax authorities, Registrar of societies TamilNadu and the other relevant authorities concerned

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
FILE ATTACHED	2265570	FILE ATTACHED
View File		

6.4.3 – Total corpus fund generated

2265570

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO	Yes	IQAC
Administrative	Yes	ISO	Yes	IQAC

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

PTA arranged a function to welcome the first year students and their parents on the day of commencement of the first year classes. Slow learners in different departments were identified and parent teacher interaction was arranged to improve the efficiency of slow learners. The mentors have constant interaction with the parents regarding their wards curricular and co-curricular activities. Regular meetings are arranged with mentors based on the performance of their wards. Our Students regularly take part in various National level competitions such as Hackathon, e-baja, Supra etc., Parents are extending and also encouraging their support for participation in such events.Parents are contributing and supporting the Institution in Tree planting and other social activities

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

Skill development program on Computer skill development Regular development programs were arranged to nurture the Interpersonal skills. Training program for the supporting staff was organized in the areas such as fire safety, disaster management. Programs has been conducted in the area of maintenance and upkeep facilities available in the Institution. Need for the road safety has been demonstrated to the staff

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

NA

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	**FILE ATTACHED**	**Nill**	**Nill**	**Nill**	**313**

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's day	**08/03/2018**	**08/03/2018**	**1028**	**Nill**

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

Percentage of power requirement of the University met by the renewable energy sources
We have proposed to install solar panels to acquire 50 kW in our campus, so that fans, tube lights, network switches and computer appliances are operated with these solar energy. Total power requirement of the campus is 388692Kw

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating

	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
Nill	5	6	Nill	365	FILE ATTACHED	FILE ATTACHED	1504

View File

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

Title	Date of publication	Follow up(max 100 words)
Professional Code of Conduct Handbook	18/05/2017	https://sairamit.edu.in /code-of-conduct/

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
FILE ATTACHED	Nil	Nil	197

View File

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

Tree plantation Campus cleaning Swachh Bharat World forest day World water day Youth Red Cross conducted "World Water Day awareness rally on 22th March 2018 at Poonthandalam Village. YRC volunteers are activists carried placards stating 'Save water for life.' Also distributed tree plant for local people to grow.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1 Title Employability skill development through Student Mentoring Objectives • To inculcate the graduates with professional and ethical attitude, effective communication proficiency, teamwork skill and multidisciplinary talents. • To instil strong knowledge and to enhance the soft skills in the minds of the graduates with a view to fulfil the needs of industry, consultancy, government and academics. Context In the current scenario, the world of work expects a candidate to expertise in the field of skills like technical, interpersonal and relationship building skills in order to communicate and collaborate effectively. Practice In the mentorship scheme, a mentor is allocated with a group of fifteen students approximately (mentees). Awareness and Training given on various activities like career goal setting, presentation skill, communication skill, resume writing. • Motivational programs are conducted to motive as well to ignite their thinking ability. • Written and oral communication skill development trainings are conducted to all our students. • "Skill Rack" software is used for a regular practice in order to enrich the soft skills of the students (every semester). • Employability skills and Communication skills are explored through group discussions by arranging special hours at the evening to all the students. • Evidence of success • The college maintains a good placement record of 76 to 93, during the academic years like 2015, 2016 and 2017. • AMCAT test is implemented periodically therefore the students have shown a remarkable improvement in placement. As a result, good feedback reports have been received from the recruiters. Problem Encountered and Resources required Since, students from rural areas (Tamil Nadu) are in considerable number, they feel difficult to get accustomed academically to the engineering curriculum. Hence, it is a challenge for the mentors in building confidence among the students. Also, balancing in academics with employability skill development programme is a great challenge

faced every year. Best Practice-2 Title Innovation and Entrepreneurship Development Centre Objectives • To act as an institutional mechanism for providing various services including information on all aspects of enterprise building to budding student entrepreneurs. • To embed a culture of innovation driven entrepreneurship skill through student projects. • To catalyse and promote student knowledge-based enterprises and to encourage employment opportunities in the innovative areas. Context Institution tie-up with small and medium sized enterprises and micro enterprises to get exposure of students in the field of Entrepreneurship. Practice In the college, Entrepreneurship Awareness Camps, Entrepreneurship Development Programmers, Faculty Development Programmers, Skill Development Programmers and NSS camp are organized for the benefit of Students as well as staff. Besides, it arranges programs for an interaction with the entrepreneurs as well to create a mentor ship scheme for the student entrepreneurs. The college acts as a Regional Information centre on business opportunities, processes, technologies, market, etc., for creating and maintaining relevant data bases. Evidence of success • 13 patents have been filed in various engineering field. • 11 student entrepreneurs are created by the IEDC incubator. • Best Institutional award for running IEDC is received in the succeeding years 2015-2016 and 2016-2017. Problem Encountered and Resources required Some of the major challenges are financial issues, social rejection, facing criticism, hiring employees for the first time, dealing with stress and self-doubt and finding customers.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://sairamit.edu.in/naac-1/

7.3 – Institutional Distinctiveness

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

IEDC offers financial support every year to promote novel ideas and develop innovative products within the student community and teaching fraternity. The objectives of IEDC include an institutional mechanism for providing services such as information dissemination on all aspects of enterprise building to budding student entrepreneurs. This center is providing financial support to number of students for developing innovative products every year The institution has provided the best possible facilities in terms of infrastructure required for teaching, learning and also for sports activities to make a student a complete student in all dimensions. The classrooms, laboratories, smart classrooms, Group discussion halls and administrative office are built highly conducive for overall academic environment of academic standards.

Provide the weblink of the institution
https://sairamit.edu.in/naac-1/

8.Future Plans of Actions for Next Academic Year

• To apply for NAAC accreditation for the Institution. • To apply NBA accreditation for five UG programs. • To apply for National Institute Ranking Framework (NIRF) • To create awareness among the students about the upcoming technologies through seminars, training, hands on sessions. • To give more exposure in the fields of research there by to improve consultancy projects.