



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	RVS COLLEGE OF ENGINEERING AND TECHNOLOGY
Name of the head of the Institution	Dr.V.Gunaraj
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04222687877
Mobile no.	9443343870
Registered Email	principal@rvscet.ac.in
Alternate Email	gunaraj60@gmail.com
Address	Kumaran kottam campus Kannampalayam Post sulur via
City/Town	Coimbatore
State/UT	Tamil Nadu
Pincode	641402

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.P.Rajendran
Phone no/Alternate Phone no.	04222687877
Mobile no.	9843232403
Registered Email	rajenmce@yahoo.co.in
Alternate Email	vrsivakct@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.rvscet.ac.in/our_quality.php#tab-2
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.rvscet.ac.in/index.php#

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.63	2016	17-Mar-2016	16-Mar-2021

6. Date of Establishment of IQAC	02-Jul-2014
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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
Workshop on Institutional Quality Enhancement	12-Jun-2018 1	21

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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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)

1. Regular monitoring of Academic data 2. Encouraged research culture 3. Continuous improvement in quality policy 4. Extension activity for ISR 5. Encouraged the faculty to publish their research 6. Encourage the faculty to apply for funding proposals

No Files Uploaded !!!

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
Regular monitoring of Academic data	Improved academic Process
Improvement in research culture	Initiated Funded project proposals & PhD Registration for faculty
Student skill Development	better Placement record
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Name of Statutory Body</td> <td style="width: 50%; text-align: center;">Meeting Date</td> </tr> <tr> <td style="text-align: center;">Governing Council</td> <td style="text-align: center;">17-Aug-2019</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Council	17-Aug-2019
Name of Statutory Body	Meeting Date				
Governing Council	17-Aug-2019				
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	2019				
Date of Submission	31-Jan-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The Institutional automation (INSPROPlus) has been designated with the objective of storing and providing all the necessary information based on the requirements of the Management, Principal, HoD's, Class Advisors, Mentors, Students and Parents. A separate dedicated team of staff members are working for the automation related activities. The important features of the system are</p> <ul style="list-style-type: none"> i. Students Management System <ul style="list-style-type: none"> • Student's Personal Data The student's profile such as Name, Name of the parents, Date of birth, Address, Photo, Blood group etc., are collected at the time of admission. • Student's Academic Performance The course registered, attendance, marks scored in the internal assessment tests, model examination and the end semester examination result are also made available. ii. Faculty Management System <ul style="list-style-type: none"> • Faculty personal profile The staff's profile such as Name, Designation, Qualification, Date of Birth, Address, Photo, Blood Group etc., is added as a joining procedure. • Faculty time table The academic workload/time table of all the staff members are made available. • Faculty leave particulars Leave particular such as date, category (Casual leave, 				

Vacation Leave, compensatory Leave, Duty leave etc), duration, reason are added. Staff alteration (in case of Leave) has to be entered by the concerned Head of the Department. • Faculty work load details Faculty enter their class daily attendance. Faculty members can enter their Timesheet - Hour Wise topics , Class room delivery and syllabus completion details. This system can be accessed by the concerned Faculty members, Head of the Department, IQAC Director and the Principal. iii. Examination Management System • Internal test marks report. • Internal tests result analysis. • End semester examination results.

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 being affiliated to Anna University. The institution offers B.E. and M.E. degree programs also the institution strictly follows the curriculum and exam pattern framed by the university. The university insists to conduct of 540 periods per semester and this is strictly adhered by the institution. The institution ensures effective curriculum delivery through well defined mechanism. The institution undertakes to prepare the academic calendar at the commencement of the academic year. In each semester, courses are allotted to teachers based on their interest and expertise. Prior to the commencement of classes, individual lesson and laboratory plans are prepared by structural manner for each course by the teachers and approved by the HoD. Since the Institution has little scope on modifying the curriculum a separate period is kept in the lesson plan to discuss topics of recent development in the area of the course. Apart from regular/traditional teaching methods, teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, NPTEL Videos, workshops, seminars and industrial visits. The institution uses student centric learning methods and encourages participative and experiential learning. The teachers share their teaching material, question bank etc. to students for practice with the help of social media such as Google classroom, What's app and mail. The students are encouraged to select the elective subjects by their own interest and time table is modified incorporating the electives. The teachers maintain a log book, in which, the topics discussed in the class room in each period are recorded, which will give an idea about the pace with which each unit of the syllabus is covered as per the prepared lesson plan. The log books are verified by the HoD fortnightly. The Principal / HoD directly gets feedback from the students through class committee meetings on the progress in individual subjects and takes immediate action by instructing the teachers concerned to improve. In addition to the regular classes, the institution also organizes guest lectures by inviting experts from various fields of industries to share their knowledge with the students. Through Faculty Development Programme, teachers are trained for effective delivery of curriculum. The result of the performance of students in the internal examination is used as an indicator.

Based on the result, the course teachers modify the course material. The institution conducts three internal test and one model exam based on academic calendar. Each and every course, the teachers prepared two set of question papers. Controller of examination randomly selects one question paper for the internal test. Attendance of students is monitored periodically and displayed on the notice board. Both attendance and internal marks are communicated to the parents through SMS. Based on the result analysis of the internal marks, special coaching classes arranged for identified students. Feedback received from the students in the class committee meetings and the teachers helps them in improving their performance. The IQAC is monitored effectively the implementation of the curriculum through periodic monitoring.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	CSE	01/06/2018
BE	EEE	01/06/2018
BE	ECE	01/06/2018
BE	MECHANICAL	01/06/2018
BE	PCE	01/06/2018
ME	CSE	01/06/2018
ME	CS	01/06/2018
ME	EST	01/06/2018
ME	EDEC	01/06/2018
ME	THERMAL	01/06/2018

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
Graphics Creation using Multimedia Technology	20/07/2018	44
Introduction to	06/08/2018	25

Internet of things		
Modelling and Assembling using CREO	11/07/2018	35
Waste Water treatment	28/01/2019	47
Latest Trends in Nanotechnology	15/09/2018	45
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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	CSE	41
BE	EEE	29
BE	ECE	39
BE	MECHANICAL	102
BE	PCE	54
ME	Thermal	14
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
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
<p>Feedback is considered as the most important of any learning institution which means that institutions cannot exist without a well structured feedback format. The institution designed feedback forms for the stakeholders includes students, faculty, parents, alumina, and employer. Feedback helps the institution to assess and evaluate the course and update it with the latest major papers which are more application oriented. It also helps the Institution to analyze whether the staff have completed the prescribed syllabus, given assignments, arranged seminar topics and made alternate arrangements for classes when the staffs are on leave. Feedback collected from the students and evaluates the staff to regularize in the form of updating their knowledge in the field of subjects and keep abreast with the latest trends. Faculty feedback from the students for the respective course is taken once in a semester on various teaching/learning aspects and it is analyzed by the HODs and corrective measures if any are informed to the respective faculties for further improvements. Feedback collected from the parents during the Parent Teacher Meeting help the Institution to get the satisfaction of the parents towards the college on the basis of academics and discipline of the College .Some of the suggestions given by the parents are taken into consideration. The Principal reviews all the feedback forms and has review meetings with the Staff. Feedback is taken from alumni for suggestions or improvements in the curriculum. An Alumni Meet is</p>

arranged once in a year which provides a good option for direct interaction and feedback. However, there is also an effective database management and social media connect with the Alumni of the college. Feedbacks from faculties are also taken for their suggestions in syllabus revision. Feedback is also collected from the companies. This feedback is discussed in meeting of training and placement cell. We have also installed a suggestion box which is accessible to all the stake holders so that they can give their feedback/suggestions for improvements, if any. The alumni feedback and exit feedbacks are taken from all students. From these forms we are able to make out whether the proper teaching learning process is in place. Also, this process enables the institute to improve in the areas where ever necessary. The feedback is key tool which triggers in continuous improvement in the quality of education. The feedback is taken from students in order to analyze and implement as per their needs. Also, feedback is taken from experts and external examiners on quality of our students. Based on the above feedbacks and suggestions received we take corrective actions to complete the loop. Thus, with an effective feedback process combined with relevant action to strengthen the teaching- learning process, the institution is growing in leaps and bounds in order to ensure that the best possible education in all spheres, customized to the needs, demands and aspirations of the stakeholders is put in place, although we look for every given opportunity to enhance this paradigm of quality furthermore.

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
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1064	66	72	4	12

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
88	88	8	17	Nill	Nill
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

A teaching faculty is assigned as a mentor to a group of 15 students. Mentor records the academic and non-

academic details of their assigned students in a student record provided by IQAC. The major role of a mentor is to monitor their mentees on a daily basis. The same is recorded and updated in the student's record. The collected data are analyzed and the mentees are counseled or encouraged accordingly. A weekly consolidated report is submitted to the IQAC by a mentor that consists of the mentees' result analysis. IQAC carries the audit on a weekly basis about the work carried out by the Mentor. Auditing reports are generated and examined by the IQAC director with the concerned HoD.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1130	88	1:13

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
88	88	Nil	10	17

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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Three internal tests and one model exam are planned for every semester which is included in the academic calendar. The softcopy of the academic calendar is distributed to the students individually and hard copy is kept in the library and department office for the reference of students and faculties. Based on the academic calendar Examination (COE) cell will prepare the timetable for the test/exam and circulate it to the staffs and the students before one week of the commencement of the test/exam. Faculty members intimate the test portions and pattern of the question papers to the students one week before the commencement of the test. Faculty members prepare two sets of question papers per course by following Revised Bloom's Taxonomy and after getting approval from the corresponding HOD it is submitted to the exam cell four days before the commencement of the test.

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

The institutions prepare the academic calendar in each semester and the courses are allotted to teachers based on their interest and expertise. Prior to the

commencement of classes, individual lesson prepared by the teachers and approved by the HoD. The teachers share their teaching material, question bank etc. to students. The students are selected the electives their own interest and time table is modified incorporating the electives. The teachers maintain a log book, contains the topics discussed in the class room in each period were recorded. The Principal / HoD directly gets feedback from the students through class committee meetings in individual subjects and takes immediate action by instructing the teachers concerned to improve. The institution conducts three internal test and one model exam based on academic calendar. Both attendance and internal marks are communicated to the parents through SMS. Based on the result analysis special coaching classes arranged for identified students. Feedback received from the students in the class committee meetings and the teachers helps them in improving their performance.

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)

<http://rvscet.ac.in/index.php>

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
No Data Entered/Not Applicable !!!					
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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)

<http://rvscet.ac.in/index.php>

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
Major Projects	540	RuTAG, IIT - Madras	3.13	2.1
Minor Projects	180	Tamil Nadu State Council for Science and Technology	0.07	0.07
Minor Projects	180	Tamil Nadu State Council for Science and Technology	0.07	0.07
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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
Intellectual Property Rights and Competition Policy	Petro Chemical Engineering	11/09/2018
Research Orientation programe on patent drafting and patent agent exam	Electronics Communication Engineering	04/01/2019
Employment entrepreneurship before and after Graduate	Electrical Electronics Engineering	28/02/2019

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	6	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
Computer Science and Engineering	2
Electrical Electronics Engineering	2
Mechanical Engineering	2
Petro Chemical Engineering	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mechanical Engineering	3	2.1
International	Mathematics	2	2.2
International	Electrical and Electronics Engineering	1	2.35
International	Petrochemical Engineering	1	1.7
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Petrochemical Engineering	2
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
Optimization and characterization of oil extraction from brasi liensis seed	C.Senthikumar	Ecology, Environment and Conservation Paper	2018	16	RVS College of Engineering and Technology	16
Statistical optimization and kinetic study on biodiesel production from a potential non-edible bio-oil of wild radish	C.Senthikuma	Communication	2018	9	RVS College of Engineering and Technology	9
Optimization and Kinetic Studies on Biodiesel Production from Microalgae (Euglena sanguinea) using Calcium Methoxide as Catalyst	Arun Prasad Arunachalam Sivagurulingham, Periyasamy Sivanandi, Sakthi Saravanan Arumugamurthi, Sivakumar Pandian Anirbid Sircar	Energy Sources, Part A: Recovery, Utilization, and Environmental Effects	2018	3	RVS College of Engineering and Technology	3
Despeckling of ultrasound images using directionally	C.Vimal Raj	IET Image Processing	2018	2	RVS College of Engineering and Technology	2

decimated wavelet packets with adaptive clustering						
Imperfect production system with rework and Scrap at a single stage manufacturing system and integrates cost reduction delivery policy	P. Selvaraju S. Kumara Ghuru	International Journal Operational Research	2018	0	RVS College of Engineering and Technology	Nil
EOQ model for Deteriorative items with Constant, Linear, and Quadratic Holding cost and Shorates - Comparative study	P. Selvaraju S. Kumara Ghuru	International Journal Operational Research	2018	0	RVS College of Engineering and Technology	Nil
Investigation on performance and emission characteristics of cardanol-diesel blends in a single cylinder DI diesel engine	S.Sivakumar	Taylor Fransis	2019	3	RVS College of Engineering and Technology	3
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	Institutional affiliation as mentioned in
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citation the publication

No Data Entered/Not Applicable !!!

No file uploaded.

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

Number of Faculty	International	National	State	Local
Presented papers	2	3	Nil	Nil
Attended/Seminars/Workshops	Nil	Nil	Nil	1
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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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
Republic day celebration in Government School	Appreciation for Voluntary Contribution	Government Primary School, Varapalyam Village	23
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!			
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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	Duration From	Duration To	Participant
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		/research lab with contact details			
MOU	To Strengthen, Promote and Develop academic, cultural and research co-operation	UNIVERSITI TEKNOLOGI MARA-Malaysia	27/02/2019	22/04/2019	60
MoU	Students Projects and Workshops	TryCAE Industrial Engineering Pvt. Ltd, Tiruchirappalli-620018	30/06/2018	13/10/2018	115
MoU	Provide Students Projects and Workshops	SJ Developers	27/02/2019	31/12/2019	30
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
SJ Developers	27/02/2019	To Provide Students Projects and Workshops	30
TryCAE Industrial Engineering Pvt. Ltd, Tiruchirappalli-620018	30/06/2018	To Provide Students Projects and Workshops	115
UNIVERSITI TEKNOLOGI MARA-Malaysia	27/02/2019	To Strengthen, Promote and Develop academic, cultural and research co-operation	60
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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
54.91	51.8

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
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 partially)	Version	Year of automation
AUTOLIB	Fully	8.1	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21783	8138347	1725	345154	23508	8483501
Reference Books	1339	884242	32	16692	1371	900934
Journals	Nil	Nil	116	973815	116	973815
CD & Video	3077	Nil	39	Nil	3116	Nil
Library Automation	1	55000	Nil	14750	1	69750
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

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	932	11	1	1	1	1	10	40	0
Added	1	0	0	0	0	0	0	0	0
Total	933	11	1	1	1	1	10	40	0

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

40 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
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
168.01	100.4	61.58	58.1

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)

The institution has an excellent infrastructure and required equipment, which are maintained regularly by the maintenance department. The maintenance department maintains the academic and non-academic related equipment in the institution. The academic activities include the maintenance of the classrooms, library, laboratories, computers and sports complex. The maintenance policy of the institution is given below. Policy for Campus Maintenance Maintenance of Existing Equipment: 1. Identify the requirement for the Maintenance / Breakdown/ Repair and listing out the repaired items. 2. Estimate the approximate cost of the system from the supplier input and apply for financial approval from the management. 3. Based on the terms and conditions of the service order the supplier will supply and install or show the system/ equipment/ item 4. After satisfactory completion of the work, the details of the equipment are entered in the respective department Maintenance Register. 5. After the work completion necessary entries made in work register and sent for payment Maintenance of Laboratories and Classroom The lab technicians maintain the respective laboratories and classroom under the instruction of the HODs. As per the requirement, the technicians of the related equipment suppliers repair and service the sophisticated lab equipment. Every department maintains a stock register for the available equipment. Verification of stock takes place at the end of every year. The Housekeeping team adequately employs the in - house staff to meticulously maintain hygiene, cleanliness and infrastructure on the campus to provide a congenial learning environment. Maintenance of Library Every academic year, the Librarian collects the UG and PG student and new faculty details from the office and enrolls them for the bar code based library membership using AutoLib software. Central Library maintains a stock register for the available books and journals. The stock verification committee appointed by the Principal, the books, back volumes, project report and non-book materials at the end of every year and submits report to the Principal. Maintenance of Sports complex The maintenance department maintains the sports field by way of cutting down the grass and weeds in the track field and ensures periodic cleaning of sports equipment poles by way of anti-rusting, painting and lubrication of equipment from time-to-time. Maintenance of Computers The ITMC maintains and upgrades the Computers systems according to the new requirement. In addition, Lab assistants under the supervision of the System administrator, maintain the working of the institution computers and accessories. The annual maintenance contracts (AMC) ensure the working condition of all water supply equipment and machineries in the campus. The AMC includes maintenance of Generator, Water Purifiers, Bio gas plant and solar power plant. The Supervisor ensures the placing of firefighting equipment in essential points of building including labs, hostels, offices, etc. The concerned departments take care of the requirements in every semester break for the next semester. A separate housekeeping team looks after the maintenance of rest rooms, approach roads and neatness of the entire premises. The Estate Officer regularly executes and monitors the Housekeeping services.

<http://rvscet.ac.in/>

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	Institutional Merit Scholarship	126	3738500
Financial Support from Other Sources			
a) National	Community Scholarship (BC, MBC, DNC, SC ST), First Generation Graduate Student Scheme (FG) and Post Matric Scholarship Scheme (PMSS)	794	35394775
b) International	0	Nil	0
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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 implementation	Number of students enrolled	Agencies involved
Soft Skill and Communication Skill Training	25/06/2018	782	Placement Training Cell
Health and Hygiene Awareness Program for chemical apparatus	03/10/2018	269	Dept. of SH, RVSCET
Pranayama for Beginners	21/06/2018	85	Sri Ramachandra Mission , Coimbatore-Ph-9500774865
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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 passed in the comp. exam	Number of students placed
2019	Industrial Government Employment Career Guidance Program / 10.01.2019 (Competitive Exams)	454	Nil	Nil	Nil

2018	Trends in Banking Industry & Digital Marketing by Timespro / 01.09.2018	Nil	102	Nil	Nil
2018	Introduction to Emerging Technologies / 20.09.2018	Nil	145	Nil	Nil
2019	Overseas Education Offers & Employment /	Nil	50	Nil	Nil
Nil	Opportunities in Automation	Nil	69	Nil	Nil
No file uploaded.					

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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
20	622	125	1	2	1
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	B.E	Electronics and Communication Engineering	Hindusthan College of Arts and Science, Coimbatore	MBA
2018	1	B.E	Electronics and Communication Engineering	Holy Grace Academy of Management Studies	MBA

2018	1	B.E	Electrical and Electronics Engineering	CIT, Coimbatore	ME
2018	1	B.E	Petrochemical Engineering	Teesside University, UK	Master of Science
2018	1	B.E	Petrochemical Engineering	Erode Sengunthur College of Engineering, Erode	Master of Technology
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	2
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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
2018	Karate-Second place	National	1	Nil	712817104021	M.Mahala kshmi
2018	Karate-Second place	National	1	Nil	712817104021	M.Mahala kshmi
2018	Karate-Second place	National	1	Nil	712817104021	M.Mahala kshmi
2019	Karate-First place	National	1	Nil	712817104021	M.Mahala kshmi
2019	Karate-Third place	National	1	Nil	712817104021	M.Mahala kshmi
View File						

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

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The governance of RVSCET always includes the stakeholders and their participation in decision making which is a practice of the management. The students are engaged in every activity to improve communication and acquire administrative skills. RVSCET has a student council, a representative structure mentored by IQAC director. The following members are the part of the council.

Chairman of the Council: IQAC Director Sl.No. Designation Appropriate Student (Any One) 1 President of the council Final Year Student 2 Vice President of the council Third Year Student 3 Secretary of the Council Third Year Student 4 Member - Academics Final Year Student 5 Member-Women Empowerment Cell II, III IV Year Female Student 6 Member- Community Engagement Final Year Student 7 Member - Seminar/Workshop II, III IV Year Student 8 Member - Student Symposium II, III IV Year Student 9 Member - Conference II, III IV Year Student 10 Member - Hostel Mess Third Year Hostel Student 11 Member-Community Service Cell Third Year Student 12 Member-Anti-ragging Committee Second Year Student 13 Member-R D Committee Final Year Student 14 Member - Cultural Third Year Student 15 Member - Sports Third Year Student

The students have been empowered to organize events through various committee and to take part in curricular, co-curricular and extra-curricular activities. Curricular activities: All the class committee have faculty, HoD and students of meritorious and slow learners as the members. Class Committee Meetings (CCM) are conducted at least twice in each semester. The Class Committee discusses the performance of students in learning process and the need of support services to the students. The Class Committee also discusses the feedback for the respective course. Co-curricular activities: Co-curricular activities are carried out along with academic studies to help students to develop problem-solving, analysis, critical thinking, creative thinking, communication and collaborative abilities. Typically, co-curricular activities are carried out outside the normal classrooms as supplement academic curriculum and helps in learning process. Moreover, participation helps students in emotional development, social skill development and overall personality development. Extra-curricular activities: Based on the institutional calendar National Teachers Day is organized by the students every year to honor teachers. They celebrate with organizing cultural programs and intra-faculty sports competitions. Founder's Day is celebrated every year in the name "Muthamizh Vizha" with various cultural and sports events. Our institution also encourages group volunteerism through CG cell to develop social awareness to realize the responsibilities of a citizen, as well as a good human being during disaster situations. Students provide their feedback through student council, to inform the administration about the need of further improvement for the betterment of student community. The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and confidence.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

RVSCET Alumni Association Reg. No: 148/2014 was formed and registered in the year 2014. It is mentored by the Principal of RVSCET. The Alumni association provides an interface to share knowledge and experience between alumni and stakeholders. The structure of the alumni association is shown in table. Sl.No. Designation 1. President 2. Vice President 3. Secretary 4. Joint Secretary 5. Treasurer 6. Executive Committee Members Alumni General Body Meeting is conducted once in three years to elect the executive committee members and office bearers. There were three General Body Meetings conducted in the year 2014, 2017 and 2020 respectively. The Executive Committee Meeting is conducted every year to discuss about the contribution of association for the development of institution. The alumni are voluntarily to be resource persons for guest lectures and seminars in various titles to improve the student knowledge. In

the year 2015-2016, 6 guest lectures and 4 seminars were conducted by inviting the alumni as resource persons to share their experience. In the year 2016-2017, 7 guest lectures and 3 seminars were conducted by alumni association. In 2017-2018, 5 guest lectures and 5 seminars were conducted by alumni association. In 2018-2019, 4 guest lectures and 7 seminars were conducted by alumni association. In 2019-2020, 5 guest lectures and 4 seminars were conducted by alumni association. In addition, our alumni motivate the students to crack the competitive exams and improve the communication skills in order to build their confidence. Alumni contribution is improved by donated books to the library. They also facilitate in placements activities such as arranging interviews for our students.

5.4.2 – No. of enrolled Alumni:

280

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

4 Guest lectures and 7 Seminars was organized by RVSCET and various alumnis has hosted for the benefit of the students. Annual Alumni Meet was conducted on the day of Graduation on 14-10-2018

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)

The Institution follows decentralization and participative management of its academic and administrative activities at all levels. Decentralization leads the staffs participation with responsibilities and accountability. The Examination Cell and placement cell functioning are explained as a case study showing the effective leadership visible in institutional practices 1. Examination Cell . The Controller of Examination (CoE) is the direct responsible person for the functioning of this autonomic body. Under his leadership a participative committee is formed for the effective functioning of the examination cell. ? A teaching faculty member in Professor Cadre with a minimum of 12 years of experience can be appointed as a Controller of Examination (CoE). The Controller of Examination • Leads the Examination cell.

- Takes decisions independently and directly reports the Head of the Institution.
- Is the authorized person to conduct University theory and practical examination as per the guidelines given by the affiliated university.
- Coordinates with the University and other Institution for arranging invigilators for the theory external examiners for practical exam.
- Prepares the time-table for the internal test and model exams based on the affiliated university academic schedule.
- Prepares invigilators list and hall seating arrangement for internal and model exams.
- Receives two sets of question paper for each subject from the departments and is responsible for selecting one of the question papers for conduction of Internal Assessment Test Model Exam.
- Formulates a squad duty committee that supervises the conduct of test or exam.
- Conducts internal tests and model examination as per the Institutional calendar. ? From each department, one teaching faculty member is assigned as Examination Cell coordinator. The Examination Cell coordinator involves in, • The execution of internal mode examination.
- Pre-examination work like Hall allocation for the student, question paper collection, and answer paper distribution to the faculty members.
- Result analysis report collection from the department and submit the same to the CoE after the completion of every

examination (internal, model, and university). 2. Placement and Training Cell
 Placement and Training Cell is headed by Dean, Placement Cell. Dean is the complete in-charge of the functioning of this body. He is responsible for strong relationships with employers. He is planning campus hiring events that give students exposure to potential jobs and help local companies find suitable candidates. The Placement officer uses his knowledge of job trends and the employer network. The Head of the Placement and Training Cell is coordinating with employers, placement officers run background checks on students who seek internships or project guidance. He verifies students have the prerequisite education and meet all additional requirements for these companies' positions. Placement officers analyzes the skills, abilities, and credentials employers seek for graduates of the departments Department Coordinators Each department, one faculty member acts as placement coordinator. They are helping students create their resumes, cover letters and find internship in their fields. They provide mock interviews to give students practice answering common questions and provide information about companies to the students.

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
Industry Interaction / Collaboration	Enhance the students - industry interaction by signing MoU with respective domain-based industries through training, internship and projects. Support the faculty members in their research work.
Research and Development	Encourage the students to do mini-project before their final year project work. Motivate the students to present their paper and participate in technical Symposium and Conferences. Encourage the students and faculty members to participate in IIT-PALs related activities and RVS Innovation and Incubation cell. Conduct workshops and seminars with industry experts.
Teaching and Learning	Adapt modern technology in Teaching learning processes Establishment of ICT enabled class rooms
Curriculum Development	Conduct Value Added course regarding feedback on curriculum. Enrich the curriculum by adding content beyond the syllabus.

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

E-governance area	Details
Administration	PALPAP ICHINICHI SOFTWARE INTERNATIONAL LTD, Palpap Towers # 3/17, GST Road, St. Thomas Mount, Chennai-600 016
Finance and Accounts	PALPAP ICHINICHI SOFTWARE

	INTERNATIONAL LTD, Palpap Towers # 3/17, GST Road, St. Thomas Mount, Chennai-600 016
Student Admission and Support	PALPAP ICHINICHI SOFTWARE INTERNATIONAL LTD, Palpap Towers # 3/17, GST Road, St. Thomas Mount, Chennai-600 016

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
No Data Entered/Not Applicable !!!				
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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)
2018	Nil	MS office and typing master	17/09/2018	17/09/2018	Nil	22
2018	Nil	How to write letters for office usages	20/11/2018	20/11/2018	Nil	20
2019	Nil	Effective communicat ion skill for nontea ching staff and administra tive staff	13/02/2019	13/02/2019	Nil	21
No file uploaded.						

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
No Data Entered/Not Applicable !!!				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	11	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Insurance coverage , On Duty for research	Employee Provident Fund, Support for higher studies	Insurance coverage , Financial support to meritorial and financially backwards

6.4 – Financial Management and Resource Mobilization

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

The Institution has a well placed mechanism for monitoring the income and expenditure of the Institution. The main source of income for the Institution is the fees from the students. The fee includes direct payment from the student, scholarship from government and non-government bodies. The mode-off fees payment is direct and digital mode. The expenditure of the Institution is under various heads like salary, administrative expense infra structure development, maintenance and departmental activities. The internal audit is carried out periodically in the accounts department of the Institutional office. A team is headed by account manager verifies the income and expenditure details and generates a report. The same report is submitted to the management . The External audit is carried out by Qualified practicing chartered accountant deputed by the Chairman annually as per the government norms. The auditor ensures that all payments are duly authorized. They review the non compliance registered by the internal audit and check its corrective action. Then, the audited report is sent to the management for review. Any queries, in the process of auditing would be addressed immediately along with the supporting documents within the stipulated time. All these mechanisms exhibit the transparency being maintained financially.

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
Management	11150	To Support faculty members to attend workshop and seminars
No file uploaded.		

6.4.3 – Total corpus fund generated

0

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	PS Quality	Yes	RVSCET - IQAC

Administrative	Yes	Certification PS Quality Certifications	Yes	RVSCET - IQAC
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Monitoring performance of students Framing mechanism for supporting slow learners Regular monitoring of attendance and corrective action

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

1. MS office and typing master 2. How to write letters for office usages 3. Effective communication skill for nonteaching staff and administrative staff

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

1. Innovation Incubation cell 2. IIT - PALS 3. MoU with Industry interaction 4. Approved Research center by Anna University

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
2019	Effective communication skill for nonteaching staff and administrative staff	11/02/2019	13/02/2019	13/02/2019	21
2018	How to write letters for office usages	16/11/2018	20/11/2018	20/11/2018	20
2019	Effective communication skill for nonteaching staff and administrative staff	12/02/2019	13/02/2019	13/02/2019	22
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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
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			Female	Male
Gender Equity	09/03/2019	09/03/2019	41	33
Leadership Skill Development for Women	31/08/2018	31/08/2018	80	Nil
Health and Hygiene for Women	07/03/2019	07/03/2019	50	Nil

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
Total power requirement : 180 KW Renewable energy generated and used : 100KW Percentage of power Requirement met by the Solar Renewable energy source :100/180 which is 56 percentage of total power requirement

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Ramp/Rails	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	02/10/2018	3	Social Awareness Day	The ability to understand social and ethical norms for behavior and to recognize family, school, and community resources and supports.	58
2018	1	1	13/10/2018	3	Voter awareness	Importance and	65

					rally	rights of voting to the public regarding the selection of representatives to the assembly	
2018	1	1	20/11/2018	40	Natural disaster relief	Invest in nature-based solutions to disaster risk reduction in order to minimise our vulnerability to future	25
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct hand book	28/06/2018	Annual awareness program for teachers. The personal and Professional integrity and ethical values of faculty. Annual awareness program for non teaching and administrative staff. work place ethics . Annual awareness program for students. Disciplinary procedures for students

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International yoga Day-Pranayama for Beginners	21/06/2018	21/06/2018	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Reduce printing by reading on-screen and implementing E-governance 2. Banned the usage of Plastic 3. Solid Waste recycling 4. Water recycling system and Rain water harvesting 5. Tree plantation -1000 saplings 6. Restriction of automobile inside the college premises

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - I

1. Title of the Practice: Mentor -Mentee System

2. Objectives of the Practice: The Mentor-Mentee system is implemented in the Institution for the betterment of the students. It is functioning with the objective

- To bridge the gap between the teachers and the students
- To guide students on both educational and personal aspects.

The Mechanism is

- To maintain personal details of the students including their address, contact numbers, overall academic performance and progress. It will help the mentor in monitoring the academic growth of the students.
- To advise the students regarding choice of electives, projects, summer training, etc.
- To counsel and motivate the students in all academic matters-direct or indirect.
- To guide the students in taking up extra academic and professional activities for value addition as a member of the society.
- To contact the parents/guardians of the students in case of their academic irregularities, behavioral changes, etc, through the Head of the Department or Institution.
- To advise the students in matters of their career.

3. The Context: A teaching faculty member is assigned as a mentor for a group of 15 students in a class. First-year students are allotted to mentor from the Department of Science Humanities. From the second year onwards students are allotted to mentor from their parental department. So the faculty continues to be a mentor for the same group of students till their graduation. The responsibility of the mentor are listed below

- Continuously monitor, counsel, guide and motivate the mentees in all academic matters.
- Advise mentees regarding the choice of electives, projects, summer training etc.
- Contact parents/guardians if the situation demands e.g. academic irregularities, negative behavioral changes and interpersonal relations, detrimental activities etc.
- Advise mentees in their career development/professional guidance.
- Maintain contact with the mentees even after their graduation.
- Intimate HoD and suggest if any administrative action is called for.
- Maintain a detailed progressive record of the mentee

4. The Practice: The Institution has adopted a well-established system, students profile to monitor mentoring the students activity. The student profile holds personal details, internal test marks, university examination results, co-curricular and extracurricular activity details. With the help of the single booklet, the student's continuous assessment is validated periodically. The attendance of the students monitored by the teachers in everyday morning and afternoon. The Head of the Department, Class advisor and Mentor record the same for their reference. The absentees list is intimated to the IQAC through HoD. The mentor inquiries about the reason for absent and the same is informed to their parents. The mentor posts the attendance and marks of students to every parent through IQAC, fortnightly. If a student seems to be absent for long time, the mentor sends a letter to parent and request them to meet the mentor. During the meeting, Mentor discusses with the parents to know the reason behind the irregularity and advises the mentee to take necessary care. The Mentors prepare weekly report for every student and submit the same to IQAC through proper channel. The Mentors interact the students face to face daily. A separate Mentoring /counseling hour is allotted for each class as part of their timetable for mentor-mentee interaction. They motivate their mentee and help them to execute. Each Mentor maintains the entire student Information, which is examined by the HOD and IQAC whenever required. Periodic meetings are conducted by IQAC with HODs to review the regularity of the students.

5. Evidence of Success: Due to the effective Mentoring practiced by the faculty members there has been a remarkable improvement in the overall performance of the students. In course of the structured direct communication between Mentor and Mentee, there is a good improvement in the teacher-student relationship. The attendance of the students increased considerably. This methodology sustained in attaining a better academic performance. The Mentoring helped the students to identify

their strength, weakness and work towards refining their overall personality and improvise their communication skills. Mentoring helped the students to choose a right career decision, and pursue it with focus and dedication. Mentoring also helped the Mentees to decide on choosing a relevant workshop, seminar, additional coaching and value-added courses relevant to their specialization. The scheme aims to address the conflicts in terms of attitude, habitual and knowledge of the students towards their learning practices

6. Problems Encountered and Resources Required: Students pursuing their under-graduation course lacked proper guidance in selecting a correct decision path to achieve their goals. This is overcome by the mentoring system which is incorporated to motivate the students on their career path. Initially Mentor and Mentee found difficulties in adopting and understanding the system (include the hesitating point in it). To overcome is, several meetings are conducted with the Head of the Department and IQAC. Students feel some hesitation to share their information with their teacher. A regular mentor mentee meeting is arranged to establish a trusting relationship with accountability and responsibility.

BEST PRACTICE - II

1. Title of the Practice: INSTITUTIONAL AUTOMATION (INSPRO PLUS)

1. Objectives of the Practice: The Institution establishes an automation system in the administrative (student, staff and Library administrative system) and the academic activities (class room delivery, syllabus completion etc.). The objective is

- To reduce the paper works.
- To increase availability of data integrity, validity and reliability.
- To assure system wide security and protection of confidential information.
- To support sophisticated data analysis for use in decision-making

3. The context The Institution has around 100 teaching and non-teaching staff members and about 1000 students (both UG and PG). Hence, monitoring the attendance of the staff members and students becomes a tedious job. Timely availability of the academic related data to both the faculty members and students is the major need of the Institution. Planning and monitoring of the delivery system is must for better learning process. Collecting the data about the daily attendance, internal assessment and model examination is necessary for analysis and formulating methods for improvement.

4. The Practice The Institutional automation (INSPROPlus) has been designated with the objective of storing and providing all the necessary information based on the requirements of the Management, Principal, HoD's, Class Advisors, Mentors, Students and Parents. A separate dedicated team of staff members are working for the automation related activities. The important features of the system are

- i. Students Management System
 - Student's Personal Data The student's profile such as Name, Name of the parents, Date of birth, Address, Photo, Blood group etc., are collected at the time of admission.
 - Student's Academic Performance The course registered, attendance, marks scored in the internal assessment tests, model examination and the end semester examination result are also made available.
- ii. Faculty Management System
 - Faculty personal profile The staff's profile such as Name, Designation, Qualification, Date of Birth, Address, Photo, Blood Group etc., is added as a joining procedure.
 - Faculty time table The academic workload/time table of all the staff members are made available.
 - Faculty leave particulars Leave particular such as date, category (Casual leave, Vacation Leave, compensatory Leave, Duty leave etc), duration, reason are added. Staff alteration (in case of Leave) has to be entered by the concerned Head of the Department.
 - Faculty work load details Faculty enter their class daily attendance. Faculty members can enter their Timesheet - Hour Wise topics , Class room delivery and syllabus completion details. This system can be accessed by the concerned Faculty members, Head of the Department, IQAC Director and the Principal.
- iii. Examination Management System
 - Internal test marks report and result analysis.
 - End semester examination results. The following Reports can be generated
 - Faculty wise internal assessment mark
 - Subject wise internal assessment mark
 - Failure and Absentees statement
 - Reports to parents
 - Result analysis
 - Monthly attendance report
 - Cumulative

attendance report for each student • Deviation report for faculty members • Master Time Table for each Department 5. Evidence of Success • All the academic and administrative processes are regularized and easily accessible due to Institutional Automation system. • By incorporating this automation system, the accurate data can be accessed by the stakeholders too. • The authentication is ensured by password protection and appropriate confidentiality of information is maintained. • The availability on history of data about the students (batch wise) and the staff members is the additional benefit of the Institutional Automation System. • Reduce Paper work 6. Problems Encountered and Resources Required • The Automation System is based on the server capacity. Hence, uploading of video-based Lecture files is to be limited configuration. The above problems were overcome by the management by adopting certain measures like • Hard disk of capacity 5.0 TB is provided to accommodate the huge amount of data. • A separate software development team staff member is working for the related activities.

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

http://rvscet.ac.in/our_quality.php#tab-2

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

Unique System of Enhancing support to the Deserving Students To remove the economic barrier of economically challenged students through : • Providing quality education to economic barrier student and challenged sector students to fulfill their needs. • Providing fees concession under economically challenged students. • Providing study material prepared by experts. • Training the students in the fields of soft skills, communication skills, interpersonal skills and preparing them to face interviews and get better placement. • Involving the students' from first year to final year to understand the importance of career building, industrial jobs and entrepreneurship. • Encouraging the student participation in PALS activities without any charge. Most of the students have come from the rural, pastoral background and other states. It is seen that more than 60 of the students belong to the reserve category and there is a void between their economic and education. Economical gap is carefully taken into account by the management in terms of providing fees waiver to those students. The communication skill classes are conducted from the first year onwards. A separate hour is allotted in the academic time table itself. A structured syllabus is framed, organized and executed in a systematically. The various programs conducted by the Institution have promoted the students towards communication skills and soft-skills. This placement-oriented skill development training helps them to cross their boundaries. The Institution has given general awareness in every aspect of their life and how to lead them in a better way. The students who persevere themselves to study should be given the opportunity to become graduates. Mostly, students who are capable of obtaining a degree are usually hold back because of their financial difficulties. E-Journals/Magazines are provided in the library to know about new technologies and research trends. Eminent speakers from industry and prestigious academic Institutions are invited for delivering guest lectures on the latest technologies. Every department conducts technical events through their clubs/associations on current trends technologies to improve the technical knowledge of the students. The Institution organizes various co-curricular and extra-curricular activities through department activities for enabling 360 degrees development. The Institution has a tie-up with PALS (IIT alumni association), Chennai. IIT PALS came out with various student enrichment programs like industry visits, project expo and internship programs. The

students had direct interaction with IIT alumni to enhance their knowledge in their respective domains. These programs changed their outlook and their perception which helped them to overcome their hurdles. Apart from the placement training and other activities, PALS conducted many programs in different geographical areas. The students actively participated and also won many prizes in various ventures conducted by the team. The participated students shared and presented their knowledge gained and experience to the remaining students and faculty members in their respective departments. This approach motivated everyone to extend their participation. Because of this enthusiastic and consistent participation of the students and faculty members in PALS, The Institute was awarded the number one position in the Coimbatore zone.

Provide the weblink of the institution

http://rvscet.ac.in/our_quality.php#tab-1

8.Future Plans of Actions for Next Academic Year

RVS College of Engineering and Technology, Coimbatore plans (2019-2020) • To accelerate the activities in the Research and Development cell. • To admit the Research Scholars in Ph.D. programs in the department of Computer Science and Engineering (CSE) research center. • To upgrade the knowledge in the current topics and Emerging trends, some value-added courses will be planned. • To organize various short-term courses, workshops, seminars from experts under various Departments. • To submit proposals to funding agencies for Research and Modernization of Laboratories (MODROB) • To Conduct awareness program on project proposal for funding agencies. • To further Enhance Information Communication Technology (ICT) enabled classrooms for teaching learning process. • To sign MOU with industries to get Industry sponsored projects, Internships, and student training. • To plan and execute more number activities with MoU signed the University of Teknologi MARA, Malaysia • To educate the students and Faculty about Outcome-Based Education. • To motivate faculty for Industry-Interaction with objectives to get sponsored projects and placement of students. • To initiate modern pedagogy techniques in the teaching-learning process. • To develop the students to face modern methods of personality tests and interviews. • To organize state/national level conferences, paper presentations, and project competitions. • To improve placement ratio with the help of placement and training cell.