SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

INDRA GANESAN COLLEGE OF ENGINEERING

MADURAI MAIN ROAD (NH-45B) MANIKANDAM TIRUCHIRAPPALLI - 620012
620012
www.igceng.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Indra Ganesan College of Engineering has been established in the year 2008, approved by All India Council of Technical Education (AICTE), New Delhi and affiliated to Anna University, Chennai. This leading education institution is located 8 Kms away from Tiruchirappalli Central Bus Stand and Railway Junction on the National Highways 45B, leading to Madurai. The campus is spread over an area of 11 acres . This reputed institution is run by Indra Ganesan Education and Charitable Trust which has consistently followed a growth path owing to the philosophy of innovation, upgradation and well defined quality policy in the field of Engineering and Technology.

This institution has excellent infrastructure facilities with smart class rooms, seminar halls, auditorium, conference hall, well established laboratories, digital library, drawing halls and workshops, 24 hours internet facility. The institution also facilitates with neat and hygienic canteen, hostel, sports facilities, health care facility, RO plant to provide drinking water, as well as stationery shop.

The institution runs six under graduate programmes (CSE, Civil, ECE, EEE, Mechanical and IT) and three post graduate programmes (MBA, M.E. VLSI Design, M.E. CSE), of which CSE, ECE, Mechanical , IT and MBA programmes are granted permanent affiliation in 2019-20. The department of CSE has research development centre recognized by Anna University, Chennai. The institution functions according to planned academic calendar with well organized continuous evaluation process. The achievements of this institution are acquired through a well dedicated and experienced faculty members and students under the constant support and motivation by the management. The remarkable achievements of this institution are:

- Consistent record in producing university rank holders every year.
- The institution ranked 39th out of 506 Engineering colleges in Tamil Nadu in academic performance in November 2016 examinations.
- The department of EEE, IT secured 1st rank among all the Engineering Colleges in Tiruchirappalli zone in academic performance in November 2016.
- Deepalaksmi N of IT department has secured university 7th rank among 3940 students all over Tamil Nadu in academic performance during the year 2015-2019.

Vision

To evolve as a centre of excellence in Engineering, Technology and Management with distinctive research capabilities and to transform the students into knowledgeable, skilled professionals with high ethical values to cater the needs of the society.

Mission

- To impart practical example based teaching
- To develop Engineering and Communication skills
- To impart the importance of lifelong learning

- To develop positive attitude

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Encouragement and motivation from the management to achieve vision of the institution through well organized mission.
- Dedicated and qualified faculty members with an average of 8.6 years of teaching experience per faculty.
- Encouraging the students to indulge in co-curricular and extracurricular activities.
- Practices mentoring system to monitor and mentor the students' activities.
- Excellent infrastructure facilities to fulfill the needs of the students.
- Fee waiving/scholarship scheme to financially weak and meritorious students.
- Adopting green practices in the campus.
- Organizing skill development programmes for the students every year.
- Continuous evaluation system on students' performance.
- Guest lectures, workshops, seminars, symposium are conducted every year through department association activities.
- Safe and conducive environment for the students.
- Encouraging the faculty to participate in career and professional development programmes.
- Promotion of socio-economic conditions of the students from rural background.

Institutional Weakness

- Effective communication skills of the students need to be improved.
- Number of functional MoUs with industries need to be enhanced.
- Less number of book publications and patents.
- Limited number of funded projects.
- Number of research activities need to be improved.
- Interaction with alumni is limited.

Institutional Opportunity

- Involving the students in social activities to educate human values with through ethical practices.
- Opportunities to enhance the research activities.
- Acquire autonomous status.
- Students participation in co-curricular activities.
- Enhancement in the employability skills of the students through industrial training.
- Encouraging students to pursue field projects and industrial visits.
- More opportunities to place the students in industries through regular placement drives.
- Involving alumni to enhance placement activities.
- Enhancing industry-institute collaboration through increased number of MoUs.

Institutional Challenge

- 100% placement and placement in tier-one, tier-two companies.
- Enhancing the communication skills of the students.
- Public perception on engineering which lead to the decline of admission.
- Receiving grants from the government for research and other technical activities.
- Decrease of students' interest in technical education.
- Training the students with rapidly changing technologies without comprising the curriculum.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The Institution ensures effective curriculum delivery through the process as given below:
    - The academic schedule for the entire year is well planned and made known to students and faculty members by issue of academic calendar for every semester.
    - Objectives and outcomes of the course are clearly made understood to the students before the commencement of every course.
    - Course files include syllabus, lesson plan, notes on lesson, question bank, Programme outcome, course outcome, programme objective and programme specific objectives.
    - Teachers are allowed to attend faculty development programme, one per semester to strengthen their knowledge.
    - Faculty members deliver lecture in the name "Seminars on innovations" in all the morning sessions on working Saturdays by all the departments.
    - Class committee meeting is conducted to monitor the progress of theory and laboratory courses in line with lesson plans. Apart from regular laboratory classes, practical demonstration on theory topics is also conducted to strengthen theory knowledge
- 79 certificate courses have been conducted during last five years.
- 575 new courses were introduced out of 749 total number of courses across all programmes offered during last five years as prescribed by the university.
- Choice Based Credit System is introduced in 6 UG programmes and 3 PG programmes from the academic year 2017 onwards.
- 3384 students enrolled in subject related certificate/ diploma /add-on programs.
- The institution integrates cross-cutting issues relevant to the Curriculum as follows:
    - Equal number of girls and boys are made as members of various clubs associated with academic, co-curricular and extra-curricular activities.
    - The complex relationships between nature and human practices has been educated by teaching "Environment Science and Engineering" course to the students.
    - Awareness on Human values, code of ethics,safety, responsibilities, rights of an employee and professional ethics were created by teaching "Professional Ethics in Engineering" course to the students.
- 664 students have undertaken field projects/internships during last year.

- 80 Value added courses have been conducted during last five years.
- Feedback obtained from students, teachers, parents, alumni and employers, were analyzed, evaluated and action taken are posted in our college website.

Teaching-learning and Evaluation

- Average student enrollment percentage is 51.46%
- Average percentage of seats filled as per the reservation policy is 47.91%.
- A Bridge course in the name “SPARK” is exclusively conducted for our first year students to educate soft skills and life skills like communications, English proficiency and other topics enabling their studies easier.
- Student – Fulltime teacher ratio is 8:1.
- Average teaching experience of full time teachers is 8.19 years.
- Average percentage of full time teachers with Ph.D. is 6.81%
- Average percentage of full time teachers who received awards and recognition is 3.13%.
- Average percentage of Teachers using ICT for effective teaching with LMS, E-learning resources etc., is 100%. At this juncture, the total of 37 Classrooms are well enabled with ICT facilities.
- All form of itinerary in line with CIE, Department Activities, Cultural gala, etc., which are meticulously planned well before the commencement of each semester are in accordance with the academic calendar.
- PO, PSO and CO are very well explained to the students before commence of the course and also made available in our college website and prominent places like department, labs and HODS cabin to create familiarity.
- Mentor system is followed at our institution wherein 13 mentees for each mentor meet regularly on every Friday 4:00 p.m. – 5:00 p.m.
- Students are allowed to do their Field Projects, Internships and In Plant Training during their semester holidays for their domain related Industries/Companies.
- Our institute conducts five CIA (Continuous Internal Assessment) in every semester to face the University examination with confidence.
- Transparency is maintained in student’s academic progression and their attendance.
- Special Coaching Class and Co-Curricular Activities (SCC & CCA) are conducted for slow learners and advanced learners respectively every day during 4:00 p.m. – 5:00 p.m. except Friday.
- Examination related grievances for students if any were resolved within 10 minutes well before the commencement of university exam by timely approaching in exam cell.
- Average pass percentage of final year students is 71.16%.

Research, Innovations and Extension

- The primary objective of the Institution is to provide quality education and to promote Research & Development (R&D) activities among the Students and the Faculty members.
- A separate R&D cell is effectively functioning in our college with suitable committee members to maintain its continuous function.
- Computer Science and Engineering Department of our college is recognized as ‘Research Centre’ by Anna University in 2015.
- The institution has 4 Anna University recognized supervisors; those supervisors are regularly producing Ph.D. graduates. During the last five years, 11 Research Scholars received their Doctoral Degrees under their Supervision/ Guidance.

- Entrepreneurship Development Cell (EDC) is effectively functioning in our college under the supervision of a separate committee with eight members in it. Under EDC Cell, National Small Industries Corporation (NSIC), Chennai & Trichy District Tiny and Small Scale Industries Association (TIDITSSIA) have signed MoU to encourage the students involve in EDC activities.
- More than 150 events and activities like Seminars, Workshops, and Guest lectures are conducted under industrial collaboration and IPR Cell.
- The institution has a stated Code of Ethics to check Malpractices and Plagiarism in Research, made available in the institution website.
- The institution has provided incentives for the achievers in Academic and Research activities. The institution has received IPR award in 2017 from IPR Cell, Anna University. Two faculty members are appreciated with incentives for patent filing of their research work.
- The institution has organized 3 International and 3 National Conferences. More than 100 Journals and 100 Conferences have been published by the faculty members so far.
- The institution has various clubs like Youth Red Cross, Rotary Club, and groups like NSS. The activities such as Voting awareness, Organ donation, Blood donation, Sanitation, Flood relief campaigns, Swachh Bharat programs, tree plantation, dustbin installation, road safety, visit to orphanages are organized by the Institution regularly.
- The institution has signed 43 functional MoUs with Industries. Students have undergone many Inplant Training, Internship, and Industrial Visits in these industries.

Infrastructure and Learning Resources

- The campus spreads over an area of 7.55 acres, comprising buildings of high-standard, classrooms with proper ventilation, laboratories, auditorium, smart classrooms, library, indoor and outdoor stadiums. Every department is equipped with computing resources as well as departmental library.
- The Courts, playgrounds for various games inclusive of Cricket, Football, Hockey, Volleyball etc. as well as a track-field for athletics have been established. Every year, the College celebrates “IGNITE” – Annual and Cultural events.
- There are 30 classrooms with LCD projector, Wi-Fi facilities and 7 seminar halls for every department, one auditorium with ICT facilities.
- An average of 35 lakhs of allotted budget is utilized for infrastructure development.
- The Institution has a total of 471 computers available in all the department laboratories and library for the effective utilization by the students and faculty.
- Library is automated by Integrated Library Management System (ILMS).
- A total collection of 28650 volumes of books in 9575 titles on different disciplines are available in the library.
- Library has a collection of 25 rare books, including special reports and knowledge resources for Higher Studies, Project & research purpose. A separate reference section is available with the collection of books for GATE, GRE and Competitive Exams.
- E-learning resources from DELNET is available with online remote access facility for students and faculty.
- The Library maintains all the books and Journals as per the AICTE norms. Digital access of resources is provided for faculties and students. Learning resources like e-Journal, e-books and database are available to faculty and students.
- The Institution has 50 MBPS internet connection to provide internet facility to faculty and students. Every Department has their own specialized software in their laboratories.
- An average of 75% of total expenditure is spent for infrastructure maintenance. Institution has a separate

team to maintain the physical facilities like laboratory, library, sports complex, computers, classrooms etc. Established systems and procedures are available for maintaining and utilizing these physical, academic and support facilities.

Student Support and Progression

- The Institution facilitates the students to avail government scholarships such as SC, ST, MBC, BC and first graduates. Approximately 80% of the students have been benefitted under the scholarship provided by the government.
- Besides government schemes, 15% of the students are benefitted by the scholarship provided by the institution.
- Soft skill development, Remedial coaching, Bridge courses, Yoga and meditation, Personal counseling through Mentor system is provided to students to enhance the communication and soft skills.
- Guidance for competitive examinations and Career counseling are offered by the institution.
- The vocational education training programme is conducted every year to enhance the experiential learning skills and to impart practical knowledge on the students.
- The Grievance and Redressal cell committee regularly conducts the meeting to receive and resolve the grievances addressed by the students on academic and non academic issues.
- The Institution has functional Anti ragging committee and Prevention of Sexual Harassment Committee to ensure the safe environment for the students.
- The Training and Placement cell provides regular training to the students from third year onwards. Soft skill development training, aptitude training, group discussion etc are provided to the students to enhance their employability skills. Every year approximately 75% students are placed in the reputed industries through the campus drive organized by the Institution.
- The institution also provides special coaching for GATE, Civil services, GRE, TOEFL and other competitive examinations with in-house faculty members and invited special experts.
- The institution has various academic and administrative committees with student representatives to give valuable suggestions and feedback during the meeting.
- The student welfare council plays a vital role in organizing various cultural and sports activities. An average of 21 cultural and sports events are conducted in the institution every year.
- The institution has alumni association “IGCEAN” to maintain a prolonged relationship, between alumni, students, and faculty of the institution
- Every year alumni meet is conducted in the institution and the alumni members extend their contribution in various aspects to the institution.

Governance, Leadership and Management

- The institution was established to provide quality education in Engineering and Management for the students’ community especially from rural background.
- The prime objective of the institution to provide quality technical education with adequate industrial exposure.
- Industrial based training, technical aptitude training session, workshops, value added courses are conducted for the students.
- Right from the governing body to the staff members and students, all the stake holders are given importance and opportunities in the institutional development.
- 23 various cells and committees such as Research and Development, Planning and Monitoring

committee, Entrepreneurship development cell etc are effectively functioning to develop our students to be versatile.
- The strategic plans related to academic and administrative tasks are discussed and implemented by Governing Council.
- Students are counseled by the mentors and their performance evaluation is directly reported to the parents, by Mentoring system, which is one of the best practices of the Institution.
- Best practices like real time application based teaching are practiced by all the teachers.
- Teaching- learning process is made effective by screening technical videos, explaining Engineering concepts by animated videos. Sharing technical videos created by the department teacher in their dedicated YouTube channels.
- IQAC is established in our institution to improve quality and to obtain academic excellence by reviewing the entire teaching learning process.
- Recruitment of teaching, non-teaching and administrative staff is planned at the end of every academic year as per the requirement and advertisements are given in news papers and websites.
- Welfare schemes such as finance and ON-DUTY support, maternity leave, IG STAR award, research award are provided by the institute.
- Non-teaching staffs members are also participate in various training programs.
- The Performance of teaching and non-teaching staff members are reviewed through performance appraisal system once in six months.
- The Institute has adequate budgetary provisions for academic activities and its mobilization is monitored by the institute to ensure optimum utilization of resources. The income and expenditure of the institute are subjected to regular internal and external audit.

Institutional Values and Best Practices

Institutional Values

- Students in IGCE are treated without any gender discrimination. Special attention and security are provided for girl students.
- Mentoring system is followed to improve the performances of our students in the academics and to provide solutions for their personal issues.
- In the total annual power requirement of 92043.20 KWH, 1051.2 KWH are met by renewable energy sources.
- 21.91% of Annual lighting power requirements are met through LED Bulbs
- Waste management system is effectively implemented.
- Rain water harvesting system is implemented to recharge the ground water.
- As an effort towards green practice in the institution, all the faculty members and students are encouraged to utilize the public transport system and college transport.
- Plastic- free and paperless campus is maintained for Green and eco friendly environment.
- Students and faculty members involve in saplings plantations in all their department programmes as one of the agenda to enhance cool and green premises.
- Ambulance, scribe facility, wheel chairs, lift, ramp and hand rails are facilitated for the convenience of the differently abled students.
- Codes of conduct-hand book are available for Students, Teachers, Principal and Governing body and also posted in our college website.

Best Practices

- Slow learners are given special coaching on all working days from 4.00 P.M to 5.00 P.M.
- Quick learners are trained on Aptitude, Group discussion, Interview practice, GATE coaching, English proficiency, Communication skills, Certificate courses during the same time.
- A special session called 'TATS' (Technical Aptitude Training Session) is incorporated in the time table to teach soft skills for all the students. Due to this attempt, students are placed in top companies like TCS, CTS, INFOSYS.
- A standard format for all requirements in proper functioning like result analysis, gate pass, hostel pass, are prepared and made available in stationery for the benefits of our students and teachers. .
- Bridge course, Teaching English, Co-curricular activities, Coaching before test, Coaching for arrears, Weekly attendance follow up are our strategy of coaching and distinctive area which have brought laurels to our college.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	INDRA GANESAN COLLEGE OF ENGINEERING
Address	MADURAI MAIN ROAD (NH-45B) MANIKANDAM TIRUCHIRAPPALLI - 620012
City	TIRUCHIRAPPALLI
State	Tamil Nadu
Pin	620012
Website	www.igceng.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	S BHARATHI RAJA	0431-2906565	8508688845	0431-2704527	igceprincipal@gmail.com
IQAC / CIQA coordinator	B THIAGARAJAN	0431-4312906565	8508688844	0431-4312704527	mbahodigce@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	20-06-2008

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Tamil Nadu	Anna University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
AICTE	View Document	10-04-2019	12	

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	MADURAI MAIN ROAD (NH-45B) MANIKANDAM TIRUCHIRAPPALLI - 620012	Rural	11	15869.34

2.2 ACADEMIC INFORMATION

NAAC

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BE,Civil Engineering	48	HSC or Equivalent	English	60	2
UG	BE,Computer Science And Engineering	48	HSC or Equivalent	English	60	26
UG	BE,Electronics And Communication Engineering	48	HSC or Equivalent	English	60	11
UG	BE,Electrical And Electronics Engineering	48	HSC or Equivalent	English	60	8
UG	BTech,Information Technology	48	HSC or Equivalent	English	60	21
UG	BE,Mechanical Engineering	48	HSC or Equivalent	English	120	13
PG	ME,Computer Science And Engineering	24	BE or Equivalent	English	60	0
PG	ME,Electronics And Communication Engineering	24	BE or Equivalent	English	60	0
PG	MBA,Management Studies	24	Bachelor Degree or Equivalent	English	60	30

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13				21				61
Recruited	8	5	0	13	11	10	0	21	26	35	0	61
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				13				21				61
Recruited	8	5	0	13	11	10	0	21	26	35	0	61
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				75
Recruited	45	30	0	75
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				75
Recruited	45	30	0	75
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				33
Recruited	22	11	0	33
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				33
Recruited	22	11	0	33
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	7	5	0	2	1	0	0	0	0	15
M.Phil.	0	0	0	1	1	0	5	13	0	20
PG	1	0	0	8	7	0	23	20	0	59

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

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	49	0	0	0	49
	Female	31	0	0	0	31
	Others	0	0	0	0	0
PG	Male	13	0	0	0	13
	Female	17	0	0	0	17
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	25	19	37	31
	Female	28	37	34	29
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	1
	Others	0	0	0	0
OBC	Male	69	80	117	119
	Female	52	64	75	115
	Others	0	0	0	0
General	Male	1	6	3	4
	Female	0	12	1	3
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		175	218	267	302

3. Extended Profile

3.1 Program

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

Response: 581

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
09	09	09	09	09

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
887	1052	1066	1193	1243

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
205	232	259	262	262

File Description	Document
Institutional data in prescribed format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
363	375	270	381	328

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

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

2018-19	2017-18	2016-17	2015-16	2014-15
105	140	139	137	116

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
105	140	139	137	116

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 27

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

2018-19	2017-18	2016-17	2015-16	2014-15
343.06	301.84	300.43	351.58	320.97

Number of computers

Response: 471

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Response:

Indra Ganesan College of Engineering, Trichy is approved by All India Council of Technical Education (AICTE), New Delhi and affiliated to Anna University, Chennai. The curriculum prescribed by Anna University is followed to impart subject knowledge to the students. Objectives and outcomes of the course are clearly made understood to the students before the commencement of every course to impart the importance of the course for their study.

The academic schedule for the entire year is well planned and made known to students and faculty members by issue of academic calendar for every semester. Academic calendar includes unit test schedule, model exams, and various events to be conducted in a semester like symposiums, College Day, Graduation Day, Engineers' Day.

In each semester, courses are allotted to teachers based on individual preference, experience, area of specialization and performance in previous years. Timetable for the entire semester is framed with provision for Value Added Courses, Library, seminar and Project. All the faculty members shall prepare and submit their course file in the beginning of the semester to the Head of the department. Course files includes syllabus, lesson plan, notes on lesson, question bank, Programme outcome, course outcome, programme objective and programme specific objectives. Question papers are prepared based on previous year University questions. Three Unit tests and two model examinations are conducted for theory courses and one model practical exam is conducted before the commencement of university examination. Answer scripts are valued, scrutinized by HOD and progress reports are dispatched to parents.

Based on their test performance, slow learners and quick learners are identified. Special coaching classes are conducted for slow learners to improve their performance in their subsequent exams and Co-Curricular Activities such as imparting communication skills, English proficiency, aptitude, interview practices, and certificate courses are conducted for the quick learners. Seminars for students are given for the better understanding of the course. Mentor system at the rate of 12 students per teacher is followed promote individual interaction with the students more effectively. Mentor-mentees meetings are conducted on every Friday last period. Teachers are allowed to attend faculty development programme, one per semester to strengthen their knowledge. Faculty members are advised to deliver lecture in the name "Seminars on innovations" in all the morning sessions on working Saturdays by all the departments.

Industrial visits to places like ISRO, Doordarshan Kendra, Hindustan Aeronautical Limited are arranged for the students apart from permitting to attend In-Plant Training and Industrial Internship.

Students' attendances are monitored through student's course record and eCampus ERP Software. Apart from this, weekly attendance status is prepared, and undertaking is obtained from students who secure less than 75%. Class committee meeting is conducted to monitor the progress of theory and laboratory courses in line with lesson plans. Apart from regular laboratory classes, practical demonstration on theory topics is also conducted to strength theory knowledge.

Remote access to online resources like e-Journals and e-Books is available to all students and teachers, apart from using DELNET available in our Digital library.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 79

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

2018-19	2017-18	2016-17	2015-16	2014-15
16	16	16	16	15

File Description	Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 82.79

1.2.1.1 How many new courses are introduced within the last five years

Response: 481

File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 9

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 66.1

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
663	702	756	786	649

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The institution integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics in to the Curriculum as follows:.

Response

Gender Issues

- The institution frames various committees such as Women Empowerment Cell, Prevention of Sexual Harassment (POSH) Cell and Grievance and Redressal Committee to ensure safety and security of the students inside the campus. Several gender equity programmes are being conducted every year to spread awareness about safety, security, health and hygiene.
- Women empowerment cell is functioning for the welfare of lady faculty members and girls students. The cell arranges programmes to promote leadership qualities in women.
- Equal opportunities are given for both genders in admissions, employment, training programmes, sports and cultural activities.
- Equal number of girls and boys are made as members of various clubs associated with academic, co-curricular and extra-curricular activities.
- Legal awareness programme was conducted for our students and faculty members to explore the knowledge on the laws of various critical issues arise between men and women.

Environment & Sustainability

- The elective course “OCE551 - Air pollution & Control Engineering” is offered to impart the knowledge on environment and its preservation. It helps the students to understand the structure of the atmosphere, effects of meteorology, various types of contaminants and indoor air quality management.

- Awareness on sustainability on our environment is imparted in the courses prescribed by Anna University such as “CE6703 - Water Resources and Irrigation Engineering” “CE6701 - Structural Dynamics and Earthquake Engineering” and “EN8592 – Waste water Engineering”.
- To educate the complex relationships between nature and human practices, Anna University prescribed course “GE-6351- Environmental science and Engineering” is taught. This course helps the students to understand the concept and functions of ecosystems, environmental pollution, how to use the natural resources with proper care and the impact of human pollution on environment.

- Every year thousands of plants have been planted and seed balls, tree saplings are given to students and to the guests who visit our college during special occasions.

Human Values and Professional Ethics

- The course, “GE6075- Professional Ethics in Engineering” included in the curriculum nurtures the students to create awareness on Human values, code of ethics, safety, responsibilities, rights of an employee and professional ethics.
- Students from Management studies have chosen Professional Elective, “BA5014-Entrepreneurship Development” to learn the importance of ethics related to their social and professional life.
- The course “BA5204 – Human Resource Management” has been offered to enhance the leadership quality of the students.
- Anti- Ragging Committee has been constituted as per Anna University norms to handle the issues pertaining to ragging. Due to consistent awareness given on the ill effects of ragging, so far no case on ragging is reported.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 80

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 80

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 75.33

1.3.3.1 Number of students undertaking field projects or internships

Response: 635

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

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

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Any additional information	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 51.46

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

2018-19	2017-18	2016-17	2015-16	2014-15
179	227	272	330	411

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

2018-19	2017-18	2016-17	2015-16	2014-15
456	516	582	582	582

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 68.12

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

2018-19	2017-18	2016-17	2015-16	2014-15
116	119	153	221	234

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Response:

Bridge Course:

The objective of organizing bridge course for students admitted in first year is to make the students familiar about college atmosphere as they step out from schooling. As most of students are from rural vicinity, this 15-20 days bridge course encapsulates the holistic approach of students' development. A team of teachers prepares the schedule to educate the students in soft skills and life skills.

The institution invites experts, academicians, industrialists, psychologists, activists, Doctors, Social workers to infuse the fresh blood with inputs pertinent not only to their academia but also identify the innate potential of what they want to be in their career.

Co-curricular and extra curricular activities :

Students are encouraged to participate in workshops/ symposiums/ seminars conducted by other reputed institutions to widen their technical knowledge and to develop communication skills. After attending such programmes, students are instructed to do power point presentation on their learning to other students. Students are also allowed to organize such programme in our College to learn event management and to be versatile.

Equal importance is given to sports, games, developing individual's skills in various passions like

singing, dancing, mimicry etc. Students have participated in various contests conducted by Hello FM, other Colleges, TV channels, news media and some trusts. Some of our students have set their career in such areas.

Mentor System

Mentor and mentees shall meet on every Friday 4.00 pm to 5.00 pm to discuss various happenings in and around our College to update the present ambience. Some requests, some grievances, some appreciations, some feedbacks will be given by the mentees and the same shall be recorded and submitted to the Principal for his information and subsequent further action.

Parents Meeting

The respective Class Coordinators arrange Parents meeting under the guidance of their HoDs twice in a semester in accordance with the academic calendar of the institute. The HOD's/ class coordinators shall address the all presented student's parents in common forum followed by meeting with individual parent to discuss specific cases.

Weekly Attendance

The Class Coordinator prepares weekly attendance status of the students and gets signature from all the students. This initiative makes our students to attend the classes properly and avoid lack of attendance at the end of the semester. Undertaking from parents is obtained for the students having less than 75% of attendance on weekly basis.

Quick and slow learners:

Quick and slow learners will be decided based on the performance in their internal assessment tests. Quick learners will follow Co-curricular activities (CCA), where developing English proficiency, communication skills, mock interview, group discussions, aptitude training, seminar on innovations will be conducted by the students under the supervision of a teacher.

Slow learners shall follow Special Coaching Class (SCC), where one 13 marks question and two 2 marks questions will be given. The students have to study for half an hour and should write the test for next half an hour. Both CCA and SCC will happen from 4.00 pm to 5.00 pm on daily basis.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 8.45

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls **Response:** 0	
2.2.3.1 Number of differently abled students on rolls	
File Description	**Document**
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

Response:

Experiential Learning:

The institution adopts the following methods of experiential learning for the betterment of students' community at large.

1. **Remote access to DELNET (Developing Library Network):**

The students could make use of DELNET, the online digital form of learning in college library which envisages their learning. Our College digital library facilitates our students with necessary computers for accessing DELNET. Moreover, remote access facility is also enabled to maximize the use.

2. **Internships:**

During the Semester holidays, our students are allowed to work for their domain related companies/ industries for the span of 10-15 days or more to acquire the real time exposure through "Learn while Doing". The duality of benefits is received both by our students and respective industries. The students would understand the basic framework of industry and its applications by carrying out the internship in various industries. The students would visualize the corporate expectations from industries and this immensely supports a lot to make them face the corporate challenges with courage.

Participatory Learning:

1. **Language lab:**

Our language lab is well equipped with necessary computers, software, head phones, etc to

enhance the communication skills of our students. The students are permitted to make use of language lab even post regular hours from 5.00 p.m. to 6.00 p.m. The faculty members encourage the students to maximize the use of the lab.

2. MOUs:

Our College took plethora of leaps and bounds pertinent to sign MOUs with prestigious and renowned industries which paves the way for enhancing and transferability of knowledge which are prerequisite for both faculty members and students fraternity in today's trend of technology. The industry experts visit our Institution often to meet the students for sharing their remarkable experiences and insights. The faculty members and students are also encouraged to visit the industries in order to learn the industry expectations.

3. TATS (Technical Aptitude Training Session) hour :

It is mandatory for the students to be proficient in Technical Aptitude and Problem Solving skills to get placed in their lucrative career. We actively incorporate TATS hour to our students to involve themselves and make them to learn with their own interest and initiative through the active hands by the faculty members in the department. During this TATS hour, Technical Aptitude, group discussion, debate, logical and verbal reasoning, Quantitative aptitude is conducted to prepare the students for competitive exams and placement interviews. This TATS hour paves the way to get ready to acquire the required skills as demanded by the corporates/ industries.

4. Industrial Visit:

Industrial visits are arranged twice in a year to bridge the gap between industry and academia. Through industrial visits, students could gain practical knowledge, understands industrial scenario and improve their employability skills.

5. Problem Solving Methodologies:

Students are encouraged to understand and implement the Current trends of their respective domain in their project work and publish the same in reputed journals.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 93.33

2.3.2.1 Number of teachers using ICT Response: 98	
File Description	**Document**
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues **Response:** 18.48	
2.3.3.1 Number of mentors Response: 48	
File Description	**Document**
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Response:

Innovations and creativity in teaching learning is practiced as follows:

Course objective and outcome

Students are well informed about the course objective and outcome in the beginning of the course to make them understand the need of studying that course and the use of attaining the knowledge on that course. Possibilities of pursuing projects are also initiated.

Power point presentation:

Power point presentations are prepared to teach any Engineering concept by means of pictures. Single picture is equal to hundred words. Moreover, different perceptions of a picture can be shown to make the students understand even better. The time spent in drawing diagrams on board can be eliminated. Of course, the students will practice drawing the same diagrams via assignments.

Videos

Single video is equal to 100 pictures. Videos explaining the basic concepts will be screened to students to understand better. Moreover, YouTube channels are started by all the departments to upload videos in Engineering concepts by our faculty members for our students and other learners' use.

Simulations

The faculty members are motivates the students to perform simulations in the form of giving real time exercises through which the students would easily comprehend the gist of the subject content through "Learn by Doing" mode of delivery which has reaped tremendous interest amidst the students.

Learning from models

Models are created for subjects such as Engineering Drawing, Dynamics, Automobiles were models were shown to explain the working principle. For example, different gear models in mesh are demonstrated. The difference in teeth profile, meshing distance and its applications could be clearly explained using the models. The worn out parts from faculty members' bike, cars, bore well pumps and motors are displayed in labs for explanation to students about their description and working.

Experiential learning

Real time projects like conversion of IC engine condemned bike into live Electric vehicle, bringing a condemned two wheeler into good working condition, condemned photocopy machines are studied and set right to original working condition are some of the projects given to students during the semester, where a team of students will work for it during their lab and CCA periods.

Experimental learning

Some exercises in the lab are changed to alternate methods to increase the understanding capabilities of the students. For example, Lee's disc apparatus is to find the thermal conductivity of the given material (cock) in the class work. The same exercise is given to students with a different insulating material, asbestos to experimentally know the fact behind that exercise. This is being practiced in all possible labs.

Interactive learning

Normally, students are allowed to ask questions at the end of the class. If questions are not raised by the students, then the teacher starts asking questions on the taught exercise to ensure their understanding status. If they are not able to answer, then the teacher shall once again explain the concept. Moreover, rapid round among all the students is practiced to tell at least one point about the question asked.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 6.7

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	10	06	05

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 8.19

2.4.3.1 Total experience of full-time teachers

Response: 859.744

File Description	Document
Any additional information	View Document

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

Response: 1.57

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

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

Response: 0.61

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	01	01	01	01

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

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

Response:

Response:

Reforms in Continuous Internal Evaluation (CIE) System at the Institutional Level

Our affiliating Anna University prescribes three Continuous Internal Assessment (CIA) tests in a semester. But, our College conducts five tests in a semester to give more practice to our students to face the University exams with confidence. Out of five tests, three tests are for 50 marks are conducted for I-Unit, II-Unit and IV-Unit and two tests for 100 marks are conducted as Model Exam for first three units and all five units. In all the above tests, pattern prescribed by Anna University is strictly followed and the pattern

is given below:

UNIT TESTS -50 MARKS	MODEL EXAM-100 MARKS
PART A: 2 Marks [9 x 2 = 18]	**PART A**: 2 Marks [9 x 2 = 18]
PART B: 13 Marks [2 x 13 = 26]	**PART B**: 13 Marks [5 x 13 = 65]
PART C : 15 Marks [1 x 6 = 6]	**PART C** : 15 Marks [1 x 15 = 15]

Our Institute adopts the following reforms:

- The faculty members handling the subjects set the question papers which are verified by a Senior Faculty member and HOD. Two or three random answer booklets are evaluated by the concerned HOD and constructive improvement tips are given to the students through the subject handling teacher.
- Open Book Tests are conducted during post regular hours. The students have to go to the library for gathering the books for the questions assigned by the faculty members. The same have to be submitted to the faculty member within the stipulated time period.
- The University Exam Pattern for improving the presentation skill of our students are demonstrated in the class which includes, Do's and Don'ts in the exams, the time management strategies, the way of presenting the content in the paper.
- Course materials are prepared by faculty members and distributed to the students.
- Keys for university question papers are prepared by the faculty members and the same is kept as reference in the library.
- The best answer booklets of both the Unit Test and the Model Exam are selected and circulated to the students in the class to motivate them for further improvement in their performance.
- As a token of appreciation in the tests, small gift will be given. This immensely boosts the other students to achieve their level best in their coming exams. "Hats off" card, a new initiative to appreciate the achievers, shall be displayed in the notice board.
- To improve the knowledge of the students in real-time applications and to compete the contemporary challenging scenario, "HOTS" [High Order Thinking Skill] questions are discussed and included in the question papers.In order to improve the analytical skills, logical thinking, Problem solving capabilities of the students, the HOTS questions are included in Part-C of the question paper. This make the students to focus on today's challenging competitive career aspects.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Response:

Our Institute follows the mechanism for Internal Assessment transparency as below:

- The schedule of all Internal Assessments viz., Unit 1, Unit 2, Model 1, Unit 4, Model 2 is mentioned in the academic calendar.
- In order to prepare the students for Internal Assessments, question banks comprising of 2 marks, 13 marks questions with answers for each subject are prepared by the faculty members well in advance and the same are distributed to the students in the beginning of the semester.
- The key points considered for the evaluation are prepared by the faculty members and the same shall be discussed in the class room before every internal exam as well as after distributing the evaluated answer scripts.
- Important and frequently asked questions on Part A and Part B in every unit are prepared by the faculty members and informed to the students for their preparation.
- Repeated questions of previous University exams are identified and compiled by the faculty members and a copy of the questions are distributed to the students. The hard copy of the same are kept in the course file of respective faculty members. The students are given written practice on the repeated questions.
- Twisted questions which have been asked in the previous year University examinations are notified to the students and the method of solving such questions are discussed in the class to make them to answer that sort of questions at ease.
- The students can view their attendance and internal exam marks in Anna University web portal in monthly slots [I to IV] in a separate student login available in COE web portal. In the first slot, the students know about their attendance for that month and in subsequent slots they know about both their respective attendance and internal marks secured in the internal examinations.
- Each class has a Class Coordinator (CC) and one of their important roles is to prepare a weekly attendance of the students in order to make their attendance status transparent by getting signature from every student. The same is displayed in the department notice board.
- Each department conducts a “Parents Meeting” once in a month. The parents have to meet the concerned class coordinator, Head of the Department individually to know about the academic test, general performance and attendance details of their wards.
- Students who are identified as slow learners from the performance of the internal tests are given special attention by conducting special coaching classes after regular hours. During this class, special coaching on specific topics are given on one to one basis, followed by conducting tests on these topics. The answer scripts are evaluated the next day and steps for further improvement are also discussed during next coaching class. The intimation about the coaching schedule of the slow learners are made known to their parents well before over the phone as well as during parents meet.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Response:

- **Missing of Hall Tickets:** During the period of examination, if any student forget to bring/miss his hall tickets, he has to approach the examination cell for getting a duplicate Hall Ticket. A penalty of Rs. 100/- are levied on the student for the same. A separate register is maintained in the examination cell for recording the information about the defaulters.
- **Missing of Identity Card:** During the period of examination, if any student forget to bring/missed their Identity Card, the concerned student have to approach the examination cell for getting a duplicate Identity Card. A penalty of Rs. 100/- are levied on the student for the same. A separate register is maintained in the examination cell for recording the information about the defaulters.
- **Procedure to issue the temporary Identity Card(for passed out students):** Any passed out student coming to write their arrear examination have to approach the respective department for getting temporary Identity Card and fill a form exclusively meant for this purpose. After filling this form, the student have to get the signature from the concerned Head of the Department and the same is forwarded to the Principal for attestation. The student may use this as a proof of Identity for writing the exam.
- **Alternate arrangements for staff members coming late for invigilation:** Two Reserved Hall Invigilators will always available in the exam cell to enable the smooth conduct of internal exams. During the exam period, any faculty member who assigned as an Invigilator come by late due to unexpected circumstances, the Reserved Hall Invigilator are utilized for conducting the examination.
- **Exam Hall plan during Examination:** Exam Hall plan constituting the seating arrangements of the students are displayed in all notice boards. A faculty from Exam cell assists the students to identify their allotted halls.
- **Mechanism for counseling the students**: Our Institution strongly believes in Mentor Protégé system to counsel our student in all aspects. Each staff member in the department are designated as “Mentor” with a minimum of 10 to 15 students assigned to them. The criteria for categorizing the students and Mentors is in the form of alphabetical order of their names.
- **Sending message to the parents regarding the date of Exam and Absenteeism**: The important role of a Class Co-ordinator is to inform the details about the exam schedule to their parents through phone call, SMS/Whatsapp well in advance. If a student is absent for the exam, intimation is given to the parents immediately.
- **Feedback mechanism:** Exam related feedbacks are collected from the students once each internal exam is over and the cumulative feedbacks are given to the Exam cell and to the Principal.
- **Stress point relieving:** The student can feel free to approach their respective Mentor for any exam related grievances. The Mentor analyze all the factors that affects the student and provide solution to relieve the stress of the students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Response:

- **Academic Calendar**

In the beginning of a semester, academic calendar is prepared in discussion with all the HoDs. Reopening date of the semester, number of days allotted to complete a unit, workshops, seminars, guest lectures, Conferences, College annual day celebration, graduation day, faculty development programme, Independence day, Republic day, importance leaders' birth day celebration or death day observation, Engineers' day, symposiums are preplanned in the meeting with HoDs and they are incorporated in the academic calendar. Considering the prefixed programme, exam date for Continuous Internal Evaluation (CIE) is fixed. The academic calendar is displayed on notice board and also available in website for the use of students and faculty members. Since sufficient space is given for all the activities, CIE tests are conducted without any disturbance to the students. Three unit tests and two model exam will be normally conducted for CIE. The institution has centralized Exam cell to conduct CIE as per the schedule mentioned in the academic calendar. The results of CIE tests are declared and informed to the students within the stipulated period of time.

Time table for the CIE

The exam cell coordinator of the institute prepares a common time table for all the departments for the smooth conduct of the exam well before the beginning of the CIE tests as per the academic calendar. The prepared time table is verified by individual faculty, HODs, department exam cell coordinators in order to avoid subject clashes in the exam schedule. The hall invigilators for the CIE are scheduled well in advance.

Preparation of Lesson Plan in accordance with the academic calendar

The faculty members prepared the lesson plan well in advance adhering to the academic calendar. The lesson plan will be submitted along with the course file before the beginning of the semester to the HoD for approval. Lab Manuals will be prepared /updated according to the curriculum before the commencement of every semester.

Class committee meeting

The class committee meeting is conducted for all the classes well before the commencement of the internal exam. The completion of portions in accordance with the lesson plan, course feedback, faculty feedback and other general grievances are discussed in the class committee meeting.

Internal Assessment Schedule

Anna University releases Internal Assessment Schedule just before the commencement of the semester. This schedule includes four report periods for the entry of attendance and entry of test marks required for calculation of internal marks. The academic calendar prepared by the institute will be in accordance with the internal assessment schedule released by Anna University.

Compensation of unexpected holidays

Though preplanned, there are some occasions like cyclone, heavy rainfall, and elections, local holidays which may interrupt the planned schedule. In partial modification in the academic schedule, Saturdays which are usually holiday for students will be conducted as compensatory working day to avoid collapse in the academic calendar.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

Response:

Programme outcomes (PO), Programme Specific Outcome (PSO) and Course Outcomes (CO) are framed by our affiliating Anna University. Curriculum and syllabi are available in our College website to enable our students to download for their understanding and use. In the beginning of a semester, PO, PSO, Course objectives and outcomes of all the courses to be handled are very clearly explained to our students, including lab course. Moreover, PO, PSO, CO is clearly given in our prepared lab manual for our students to be familiar with these technical terms with respect to their curriculum. They are made clear about the purpose of studying the course and the importance in their career and possibilities of performing projects using the knowledge of that course.

Teachers are readily sent to the workshops explaining the concepts of PO, PSO, CO and its mapping conducted by other institutions. This is done very frequently to have a wide knowledge on these terms. The participated teachers are insisted to prepare a power point presentation to explain the concepts explained in the workshop to other faculty members who have not attended the programme. By this way, the importance of understanding and implementation of PO, PSO and CO in our teaching are made realized by out faculty members and students.

The PO's and PSO's are displayed in prominent places like College website, department laboratories, HOD cabin, staff rooms, notice board and library to make our students and faculty members familiar about POs and PSO. Moreover, the students are insisted to read the PO, PSO and CO in the classroom one by one to deploy the real meaning of our attempts. The students will be very well told about the outcome of the course such as capability to solve problems on their own, capability to understand the description of a machine, capability to design, analyze, and to conclude, capability to derive equations, capability of understanding the effects of input parameters on the output parameters.

In courses like Power Plant Engineering, Automobile Engineering, Electrical Machines etc, the need, functions, if not present are taught which are directly applicable in real time work, if they are placed in such industry. Students who are interested in research and Development, who are always interested in dismantling and reassembling are made understood the importance and design, analysis and interpretation. Likewise, the students were well informed about the inclusion of a course in their curriculum.

Some courses like Resource Management Techniques, Probability and Queuing Theory are wondered by students that why they should study a mathematics course in their seventh semester. This question will be made clear to our students that on studying the course, they could write programs or design interactive websites like banking, railway reservation.

Courses covering modern tools usage, ethics in work, environmental care are made felt important to our students.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Response:

The attainment of Programme Outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (CO) are evaluated by adopting the following set of rules prescribed by the affiliating Anna University:

1. Performance in each course of study shall be evaluated based on

(i) Continuous internal assessment (CIA) throughout the semester and

(ii) University examination at the end of the semester.

1. Each course, both theory and practical (including project work & viva voce Examinations) shall be evaluated for a maximum of 100 marks.
2. For all theory and practical courses, the CIA will carry **20 marks** while the End - Semester University examination will carry **80 marks.**
3. Industrial training and seminar shall carry 100 marks and shall be evaluated through internal assessment only.
4. The University examination for project work shall consist of evaluation of the final report submitted by the students of the project group by an external examiner and an internal examiner, followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.
5. For the University examination in theory and practical courses, the internal and external examiners shall be appointed by the Controller of Examinations.
6. For all theory and practical courses, the CIA shall be for a maximum of 20 marks.
7. **Theory Courses:** Three tests each carrying 100 marks shall be conducted during the semester by the College. The total marks obtained in all tests put together out of 300, shall be proportionately reduced for 20 marks.
8. **Laboratory Courses:** The maximum marks for CIA shall be 20 in case of practical courses. Every practical exercise shall be evaluated based on conduct of exercise and records maintained. There shall be at least one test. 75 marks shall be awarded for successful completion of all the prescribed experiments done in the Laboratory and 25 marks for the test. The total mark shall be reduced to 20.
9. **Project Work:** Project work may be allotted to a single student or to a group of students not exceeding 4 per group. The Principal shall constitute a review committee for project work and shall conduct three reviews during the semester. The student shall make presentation on the progress before the committee. The total marks obtained in the three reviews shall be **reduced for 20 marks.**
10. The project report carries a maximum 30 marks and should be submitted as per the guidelines given by Director, Academic Courses. Same mark shall be awarded to every student within the project group for the project report. The viva-voce examination shall carry 50 marks. Marks are awarded to each student of the project group based on the individual performance in the viva-voce examination.

Review I	Review II	Review III	End Semester Examination				
			Thesis submission (30)		Viva-Voce (50)		
			Internal	External	Internal	External	Supervisor
5	7.5	7.5	15	15	15	20	15

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students **Response:** 71.16	
2.6.3.1 Total number of final year students who passed the examination conducted by Institution. Response: 227	
2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution Response: 319	
File Description	**Document**
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process **Response:** 3.59

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of project and grant details	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 2.86

3.1.2.1 Number of teachers recognised as research guides

Response: 3

File Description	Document
Any additional information	View Document

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

Response: 0

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

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

Response: 128

3.2 Innovation Ecosystem

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

Response:

Response:

In our College, efforts towards performing well in academics and research & development (R&D) are set as our primary objectives.

Research & Development (R&D) Cell

A separate R&D cell is effectively functioning in our college with suitable committee members to maintain its continuous function. Computer Science and Engineering department of our college is recognised as 'Research Centre' by Anna University in 2015. Navigational aid for blind persons, Artificial metacarpal human thumb bone, electric vehicle, fabrication of stir casting apparatus, automatic lighting and fan, semi-automatic halwa making arrangement are some of the projects evolved out of this R&D cell. We have also signed a MoU with Siemens Centre of Excellence in manufacturing, NIT, Trichy for the benefit of our students.

Seminar on Innovation

"Seminar on Innovations" is one of the good practices that we are following in our College on every working Saturday, where two faculty members shall deliver a seminar on the current innovation. It is a half-an hour presentation using ICT tools for each teacher from 9.30 am to 10.30 am. The same contents shall be delivered for the students later in regular working hours.

Entrepreneurship Development Cell (EDC)

Entrepreneurship Development Cell (EDC) is effectively functioning in our college under the supervision of a separate committee with eight members in it. National Small Industries Corporation (NSIC), Chennai, arranges awareness on entrepreneurship every year, which kindle the young minds to think about entering in to their own business. We have also signed a Memorandum of Understanding (MoU) with Trichy District Tiny and Small Scale Industries Association (TIDITSSIA). The main agreement between us is that TIDITSSIA will share their resources with our students and our college should arrange programmes for students and also should send students to participate in the programme conducted by TIDITSSIA.

Awareness and information on Intellectual Properties Rights (IPR) is given once in a year to all our students and faculty members. We have also received IPR award in 2017 from Anna University, Chennai. This award was given to our college for involving in maximum number of patents application and publication in Patent Journal in a year.

Institute of Engineers-India (IE-I)

Our college students are student members in IE-I and about more than 10 faculty members are MIE and the Principal has fellow membership from IE-I. Two departments, namely, Electrical and Electronics Engineering and Mechanical Engineering departments are recognized as 'Students' Chapter of IE-I'. We

have also received Rs.50,000/- under grant-in-aid scheme of IE-I for doing a project by our students. The project title is “Development of Micro-Electro Mechanical Systems for personal factory for sustainable manufacturing system”

Tamil Nadu State Council for Science & Technology (TNSCST)

TNSCST is granting Rs.10,000/- per project for students every year. Our students from all the departments have applied for the same on an average of four projects per department. Students are always motivated and guided properly to apply for such funding agencies to practice them in writing winnable project proposals.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 176

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

2018-19	2017-18	2016-17	2015-16	2014-15
46	39	33	30	28

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

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

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

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

Response: 5.5

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 11

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

Response: 02

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

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

Response: 0.42

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

2018-19	2017-18	2016-17	2015-16	2014-15
11	08	10	19	05

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

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

Response: 0.86

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

2018-19	2017-18	2016-17	2015-16	2014-15
08	14	33	37	18

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Response:

EXTENSION ACTIVITIES IN THE NEIGHBOURHOOD COMMUNITY

Indra Ganesan College of Engineering has various socially conscious groups and clubs to educate students on the importance of becoming a socially responsible individual. There are various clubs like Youth Red Cross, Rotary Club and NSS. Various activities like Voting awareness, Organ donation, Blood donation, Sanitation, Flood relief campaigns, Swachh Bharat programmes, tree plantation, dustbin installation, road safety, visit to orphanages and village adoption scheme are being organized regularly.

Tree Plantation

Most of the tree plantation programs are conducted within the campus and around Manikandam,

located in the Trichy-Madurai Highway. NSS of Indra Ganesan college of Engineering has conducted various awareness programs in and around Trichy to stress the importance of tree plantation in surroundings areas. In addition to this, awareness rallies and tree plantation programmes are conducted in villages also. Free saplings are donated to internal and external participants of various events like seminar, workshop, conference and any other competitions held in our college.So far,approximately 5000 saplings have been donated to the students, faculty members, villagers and otherpeople in and around Trichy. About 2000 saplings are planted on the eve of Dr. A.P.J Abdul Kalam's birthday.

Rotary Club

Several awareness programmes on Plastic Pollution, Cancer, Digital India, Health and Hygiene, Yoga and Environment Protection have been conducted in the surrounding areas.

Students launched a clean campaign by setting up dustbins over the entire college campus and created an awareness among students and staff to keep the environment clean. As a remarkable community activity, a village near by the institution, Mekudi has been adopted under "Village Adoption Scheme". Henceforth various volunteer services such as dengue awareness programme, village cleaning, temple cleaning have been rendered.

Indian Red Cross

At Indra Ganesan college, the Youth Red Cross and Indian Red Cross Society are actively in life changing social activities. Numerous Organ Donation Awareness activities were conducted in and around college premises. Blood donation camps are also regularly held inside the college premises. During natural calamities such as flood and cyclone, the collegeacted as a storage centre for food and other relief materials which were diligently transported to the flood affected areas.

Swachh Bharat programmes

As a part of Swachh Bharat programme, NSS and YRC units regularly organize camps in villages to clean temples, streets, schools, etc. The NSS and YRC units conduct the medical camp to village people. To promote helping tendency among students, visit to orphanages and old age homes are arranged. The orphanages are supplied with necessary provisions and groceries. The college students frequently visit nearby schools and villages for tree plantation, creating awareness on the concept of Cleanliness, Health and Hygiene and teaching Yoga to the students.

Indra Ganesan college of Engineering is on the whole passionate about inspiring students to involve in various activities that uplift the living conditions of citizens of India.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government

/recognised bodies during the last five years

Response: 20

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

2018-19	2017-18	2016-17	2015-16	2014-15
04	06	04	04	02

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

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

Response: 33

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

2018-19	2017-18	2016-17	2015-16	2014-15
12	08	06	04	03

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government

Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.89

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

2018-19	2017-18	2016-17	2015-16	2014-15
15	10	09	07	05

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

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

Response: 97

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

2018-19	2017-18	2016-17	2015-16	2014-15
24	34	17	12	10

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document
Any additional information	View Document

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

Response: 41

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

2018-19	2017-18	2016-17	2015-16	2014-15
11	9	7	8	6

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Response:

Indra Ganesan College of Engineering (IGCE) was established in the year 2008 by Indra Ganesan Educational & Charitable Trust. The College provides quality technical higher education for the students community, especially from the rural areas. The College campus is spread over an area of 7.55 acres comprising buildings of high-standard classrooms with proper ventilation and ICT facilities, adequate laboratories, auditorium and library.

Classrooms and Seminar Halls

The College regularly updates the physical infrastructure to meet the AICTE / Anna University requirements. In total, the college has 47 classrooms/tutorial rooms for all the six UG and three PG programmes. The College has improved the teaching-learning process with contemporary aids such as 37 classrooms with Wi-Fi facility, LCD projectors etc. The auditorium and seminar halls are used to conduct the special programmes like seminars, workshops, symposiums etc.

Laboratories

All department of the college are fully equipped with latest equipment as mentioned in the curriculum. Every department has got their own computing facility with latest software to meet their own academic requirements and also to support the students and faculty members for their project works and research activity.

Computing Equipment

Internet facility with 50 Mbps speed is available in the college campus with modern computing facilities of 470 computers and 2 servers with specialized software's with LAN/Wi-Fi connection. The students can utilize the system during the lab hours for their academic needs.

Exam Cell

Examination cell serves all examination notices received from university to all concerned. Examination cell prepares circulars for students regarding exam dates, notification of web portal, fee collection, the last date of fee collection etc. Examination cell keeps all records pertaining to examinations, results and its analysis.

Training and Placement Cell

Training and placement cell, functions throughout the year towards imparting training and

placement opportunities for the prospective students to achieve 100% placement in the job selection programmes conducted in both on-campus and off-campus placement programmes. The placement cell coordinates quite well with the corporate sector and provides well developed infrastructure to facilitate the campus selection programmes.

Library

The College has 28792 volumes of books and 9575 titles of books on different disciplines, with separate section for the international and national periodicals, to provide effective learning resources to the students. eJournals and eBooks are available in DELNET which are made remote access to students and faculty members using their mobile phones in home.

Facilities for the disabled students

The campus has ramp and lift facilities to enable differently abled students to reach wherever they want. Scribe facility is also provided for the students on request and submission of suitable documents to support their request.

Transport

The college is easily accessible from Trichy bus stand by the state operated transport service and in addition, 15 buses are operated to cater the needs of both staff members and students, which cover most of the areas in and around Trichy to reach the college in time.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Sports and Games

The institute provides excellent facilities for sports with dedicated Physical Director to train the students. Two large play grounds are available for various out door games such as Foot Ball, Hockey, Cricket, Volley Ball, Kabaddi, Badminton, Shuttle Cock, Ring Ball etc. The play grounds are well maintained by special equipments like Bull dozers, JCBs whenever required. Facilities are also provided for indoor games such as Chess, Carom Board etc. Interested students are allowed to practice after 5.00 pm daily and also on holidays such as Saturdays and Sundays.

Yoga Centre

Yoga is an art which connects our soul, mind, and body together to makes us feel strong, flexible, peaceful and healthy. The practice of the postures strengthens the body and creates a feeling of well being.

Spacious Yoga center is available with carpet. Experienced trainers in Yoga are invited to train our students and faculty members. Every year, 21st June is celebrated as International Yoga Day to create awareness among the students and also shall participate in public gathering organized by Central Government, as a mark of support in creating awareness on Yoga among our people.

Gymnasium

The recreational facilities for the students like gym facilities are available in our campus for regular exercise and relaxation. The gym facilitates a variety of equipment which caters for almost all sporting needs of the student's workout for maintaining the general level of fitness. A qualified trainer is available in the gymnasium to support the students.

Cultural Activities

Every year, the College celebrates "IGNITE" – Annual and Cultural events day at the end of the academic year. Apart from formal annual day events, cultural events will be staged by the students. The main aim of the institution is to encourage the student's multi -talents such as singing, dancing, mime, drama, speech, poetry etc. Cultural theme is given to the students every year and the students give life to the theme through their fantastic stage performance. Renowned celebrity is invited for the programme as Chief Guest for Cultural Events and Elite Resource Persons like President / Vice-President from a Premier Industry will be our Chief Guest for the Annual Day Programme. Students and faculty members will be honored with Certificates, Medals, Shields and trophys for their various achievements. The various awards that are given during the Annual Day celebrations are Rank Holders, Maximum 'O' Grades, 100% Attendance, Maximum library usage, Hostel Topper, Research award, IG STAR for teachers, IG SPORTS, and the most important IG BOSS- Best Outgoing Super Student. As an event to represent our culture traits among the students, every year Pongal festival is celebrated in our college campus along with the Students and faculty members. During this celebration, students shall involve in Rangoli, Pongal preparation, Prayer Preparation, and fun games like "Uri Adi". Flash mob has been organized in our campus to show case the dancing talents of the students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 27

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

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

Response: 7.42

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

2018-19	2017-18	2016-17	2015-16	2014-15
25.32	24.21	11.46	15.24	43.54

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Response:

MODERNLIB - Integrated Library Management System

The Institution has well established infrastructure with all facilities that provide a platform for the students' enhancement in all aspects. The institution has Centralised Library, automated with MODERNLIB-Library Management Software. This software contains modules like Cataloguing, Transaction Counter, admin, autosearch, resource reservation, user query details and acquisition and serial control.The software permits the administrator to insert, update and view the details such as book, member, author, subject, department, supplier/publisher, book bank, back volumes reports in the cataloguing module. It was developed using Visual Basic.NET 2008 and SQL Server 2000.

` The system is to maintain the Library Information System which controls over all the transactions of the library. The library management staff can use the application in the library to search for book types and check the book status. The book repository indicatesthe list of all the booksthat areavailable in the library and hence the availability of the books can be searched by their title, author, and subject category as well as publisher name. Each book has a unique identification number and rack number that helps to locate the book physically.This system retrieves the information like who took a particular book or what are the books checked-out by a specific library member.All the transactions made during the particular day are being stored perfectly, such that they can be viewed or can be taken as a day to day report whenever needed.

Table 1.1 Volume of Books, Project Reports in library

Books	**Count**	**2014-15**	**2015-16**	**2016-17**	**2017-18**	**201**
Titles	9,575	5,650	6,785	7,543	8,645	9,5
Volumes	28,650	19,580	22,550	25,250	27,950	28,
Book volumes	149	98	112	125	133	149
Non book Material CD	1,054	734	865	987	1,011	1,0
Project Reports	1,300	876	980	1,105	1,230	1,3

Table 1.2 Volume of e-books, Magazines in library

Journals / Periodicals	**Count**
Print	54
e-book	3,425
e -journals	724
Magazines	15
Newspapers	7

1. Cataloguing

The cataloguing module contains details regarding author, department, subject, course, supplier/publisher, member, book bank and back volumes. All the data entered can be edited and can be updated, which gets stored in the corresponding table.

2. Transaction Counter

This module deals with the issue and return of books & CD's etc.

3. Admin

In this module, the user information of both the students and the faculty are stored. This information helps to know the details of the books. The information can be retrieved using the User Id which is unique for the users.

4. Acquisition and Serial Control

In this module, the supplier information is also maintained which in turn helps to know the number of orders placed with the supplier and the type of order including the books and journals.

5. Search

This module is used to search the books by their title, author, and subject category as well as publisher name.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Response:

The college has fully automated central library and all the department has its own departmental libraries. The central library has a good collection of books with a count of 28650 volumes of books in 9575 titles on different disciplines with separate section for both 22 International and National periodicals , 1300 student's project reports, 193 back volumes, 725 e-journals etc., Our College has the practice of collecting and maintaining rare books, special reports and other knowledge resources to the benefit of students and faculty members for their knowledge enhancement and their research activities. Overall, this library has a collection of 25 rare books, including special reports and knowledge resources for Reference, Higher Studies, Career Development, and Project & research purpose. A separate reference section supplies with the collection of books for GATE, GRE, Competitive Exams and Tamil books. Apart from this, it also provides other knowledge resources like E- learning resource from Developing Library Network (**DELNET**) .

List of Rare Books and Special reports

S.No	Title of the book	Author	Year	Publisher
1	GATE ELECTRICAL ENGINEERING	JB.GUPTA	2015	KATARIA & SONS
2	GENERAL KNOWLEDGE MANUAL	EDGARTHORPE	2011	PEARSON
3	INSTRUMENTATION FOR COMPETITIONS	SATISH K. KARNA	2011	GALGOTIA
4	BHEL- ELECTRONICS ENGINEERING	G.K.PUBLISHER	2009	G.K.PUBLISHER
5	DRDO-SCIENISTS RECRUITMENT EXAM	G.K.PUBLISHER	2009	G.K.PUBLISHER
6	SBI-STATE BANK OF INDIA	G.K.PUBLISHER	2009	G.K.PUBLISHER
7	GATE	G.K.PUBLISHER	2010	G.K.PUBLISHER
8	SAP SAMS TEACH YOURSELF	GEORGE W. ANDERSON	2009	
9	SPEAK BETTER ENGLISH	GOMATHI REDDY		SEASON PUBLISHIN
10	WHAT THEY DON’T TECH IN EDUCATIONAL INSTITUTIONS	CAPT. RAVIMAHAJAN	2013	DO GOOD PUBLISHE
11	VOCABULARY	SUBRAH MANYAM		SUBRAHMANYAM
12	CMPUTER SYSTEM ARCHITECTURE	M.MORRIS MANO		M.MORRIS MANO
13	IES- GENERAL STUDIES (INDIAN HISTORY,ECONOMY)	ACE ENGINEERING ACADEMY	2013	ACE ENGI PUBLICATIONS
14	IES- ELECTRONICS& TELECOMMUNICATION	MADE EASY	2012	MADE EASY PUBLIC
15	GMAT REVIEW	DAVID A. WILSON	2007	BLACKWELL PUBLI
16	GMAT MATH FOUNDATIONS	KAPLAN	2011	KAPLAN PUBLISHIN

17	GMAT PREMIER	KAPLAN	2009	KAPLAN PUBLISHIN
18	GMAT PREMIER COVERS INTEGRATED REASONING	KAPLAN	2012	KAPLAN PUBLISHIN
19	GMAT GRADUATE MANAGEMENT	JAFFE& HILBERT	2012	GALGOTIA PUBLICA
20	GMAT VERBAL REVIEW	LP,LAWRENCE VILLE	2005	BLACK WELL PUBLI

List of Manuscipts

S.no	Title of the book	Author	Year of publish
1	The siddhan talesasangraha of Appayya Diksita	University of Madras	1935
2	The dance of siva:Religion,art and poetry in India	David Smith	1996
3	Chidambara puranam	Chidambara swamigal	1942
4	The Bhagavdgita	F.T.Brooks	1909
5	Ani ilakkanam	Visaka perumal	1939
6	1906 aandukku murpatta tamilakam	Kanakasapai	1956
7	Thirukutrala thalapuranam	Ambalavana desika paramacharya swamigal	1973
8	Ainthu selvangal	K. A. P. Viswanatham	1950
9	Aayut'paavakam	Adi shankaracharya swamigal	1906
	Aikortin alangara sindhu		

10		Eagambaram	1898
11	Amarukam	Ramasami sastrigal	1910
12	Anartaraaghavam	Pat'l' amuraari	1897
13	Annavum alagu tamilum	K.elankovan	1968
14	Arjunan thabasu	Ramachandrakavrayar	1887
15	Ari keerthanaigal	Iraamachuvaami ubaaththiyaar	1898
16	Arunachalapuranam	Kulusami	1898
17	Ainthinai elupathu	Arunachalam	1920

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

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

Response: 5.55

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

2018-19	2017-18	2016-17	2015-16	2014-15
7.98	4.74	6.76	5.11	3.15

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 8.17

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 81

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Response:

With the increasing demand for internet access in educational campuses due to evolving standard of education and flexibility offered by the Internet, universities, colleges, educational institutes etc., are keenly stepping forward to setup secured and stable wired or Wi-Fi network campus for students.To achieve this the institute frequently updates its IT facilities in the entire campus including hostels. All the computers are connected by the LAN/Wi-Fi by 50 Mbps bandwidth Leased Line provided by SWIBI Internet Service Provider. Ethernet switches are provided over the campus for internet and intranet connectivity.

The institute maintains its internet facility with 20Mbps speed. The Computer laboratories are well equipped and are available to all faculty and the students. The college has 5 Wi-Fi hotspots with an extent to provide wireless LAN throughout the college. Our institute has 471 computers, 5 servers and all the departments have software packages as per the curriculam.

The institutes upgrade the software packages and also purchases software's currently being used in the industry to make the students, industry ready. A separate in house IT team takes care of the IT related needs of the campus such as hardware and networking, website designing and hosting, e-mail solutions, SMS solutions etc. The Institute promotes the use of Free and Open Source software that are recommended by AICTE. However the university has licenses for the following proprietary software with the number of licenses as indicated: MATLAB, STAAD Pro, Auto cad etc.

IT and Wi-Fi Facilities

Wi-Fi access points are installed in various locations and also the Wi-Fi access points are updated constantly during regular intervals as and when required

Wi-Fi Device Name: Nano station m2 version.

The institute has a 24X7 Wi-Fi facility in the college campus for the student and faculty members to avail internet connection at any place in the college & hostel. The connectivity through a fully networked campus with state-of-the-art IT infrastructure, computing & communication resources, offers students the facilities of e-mail, net surfing, up/down loading of web based application that help them for their projects & seminars. Also the firewall, MicroTik, is installed to prevent illegal access of internet. Microtik network security appliances include multiple features like Firewall, VPN (SSL VPN &IPSec), Gateway Antivirus, Anti-Spyware & Anti-Spam, Intrusion Prevention System (IPS), Content & Application Filtering, Web Application Firewall, Application Visibility & Control, Bandwidth Management, Multiple Link Management for Load Balancing and Gateway Failover, over a single platform. Microtik offers visibility and control over 2000+ key applications. It offers complete visibility to monitor the applications being accessed by the users inside the campus irrespective of the ports and protocols. This stops sophisticated application-layer threats right at the network perimeter, ensuring

Application Security. Granular controls over applications ensure QoS of critical applications. This provides IT regulatory needs of organization.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 1.88

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	View Document

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

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Any additional information	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 75.43

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

2018-19	2017-18	2016-17	2015-16	2014-15
283.18	250.97	255.91	223.38	201.32

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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

Response:

Procedure for Utilization and Maintenance of facilities (Physical, Academic and Support)

Institution has a separate team to maintain the physical facilities - laboratory, library, sports complex, computers, classrooms etc.

Physical facilities:

Modern and Excellent infrastructure established to facilitate better teaching and learning process. The infrastructures like Auditorium, Administrative office, Training and placement cell, Library along with online learning resources, well equipped Laboratories, Internet with Wi-Fi connectivity, Seminar hall for each department, and separate hostels for both boys and girls are maintained regularly. The Institution has an Auditorium hall with more than 700 seats capacity.

The maintenance team comprises of the Estate officer. Supervisor, Electrician and his team to take care of the regular maintenance of civil works and electrical works such as repairing, wiring, plaster works, painting, carpentry, plumbing, housekeeping, maintenance of restrooms, approach roads and neatness of the entire premises. Complaint and service registers are maintained for all the above facilities. Transport officer takes care of the maintenance of buses in the institution.

Laboratories:

The Institution has well established laboratories for all the departments. All the departments maintain service register and maintenance registers for laboratory purpose. Every department maintains a stock register of the equipments available. At the end of every academic year, interdepartmental stock verification is done by senior faculty members and the report is submitted to the Principal who in turn verifies and forwards to the Institution management. The cleanliness of the laboratories and the equipments are maintained by the Technical Assistants and the respective lab in charges.

Computers

The college has an adequate number of the computers with internet connections as per required norms. The Computers are maintained by Technical Assistants, System Administrator and Lab in charges. The softwares installed in various places such as office, laboratories, library, departments maintained by the Institution System Administrator. To protect the computers from malware and virus, anti-virus software is regularly updated throughout the campus.

Library

The working hours of the library is from 9.15 a.m to 6.00 p.m on all working days. The status of the books whether available or in issue can be checked through automated library management system . In order to utilize the library efficiently, students and faculty are provided with library cards with unique identification number generated from library software with sufficient renewal time. The book issuing records, gate entry of the students and faculty are maintained separately. Accession register is maintained for the available books. At the end of every semester, the Librarian ensures that all the books are returned by the students and faculty. The remote access of DELNET is provided to all the students and faculty to utilize the e-resources effectively.

Training Classes

Training and Placement cell conducts adequate training programme to enhance the students' employability skills. The resource persons from outside are invited to give special training on aptitude solving, Logical reasoning, Verbal Rearning, Comprehension etc., which would be helpful for the campus placement drive as well as for the competitive examinations like Tamil Nadu Public Service Commission, Institute of Banking Personnel Selection, Railway Recruitment Board, GATE etc. The training and placement cell organizes placement training programme with the structured training module to the students on the basis of customized schedule. Supporting material are also provided to the students after the completion training programme for future reference along with online exercises sources.

In addition to external experts, faculty members of the institution also conduct Placement training sessions to the students on Group discussion, Debates and Mock interview sessions. The students are motivated to enrol themselves in online job portals and participate placement drives.

Sports Complex/ Activities

Excellent infrastructure is provided for sports with outdoor/ indoor Courts and 400-meter running track. Through best practices, the students outshines in the field of sports. The play field is maintained by the Physical Director and his team throughout the year. The play field equipment like post, umpire stand, score boards are also maintained regularly. The labourers are employed to keep the play field clean and in good condition during the tournaments and sports day celebrations. The play equipments like ball, bat, net etc.,

are provided to the students after entering in the Equipment movement register and collected back safely on the same day.

Power Supply and Electrical Maintenance

Power supply is maintained by the Electrician of the Institution through systematic maintenance and repair. A generator (125 KVA) is installed in the campus to handle the occasional power shut down. The institution has sufficient number of Uninterrupted Power Supply (UPS) with the rating of 600VA, 1000VA, 1KVA, 5KVA, 10KVA, 11KVA and 30KVA in all the laboratories. The institution also has RO water plant to provide clean drinking water to all. The water plant is maintained regularly through the Annual Maintenance Contract with the supplier. The details of the generator, RO water plant and UPS are given in the table below:

Type	Capacity	Name of the company
Generator for Power supply	125 KVA	Cummins
RO Plants	3000 lit.	Aqua tech
UPS	600 VA- 30 KVA	Delta, Emerson

Garden Maintenance

Tree plantation and garden maintenance are done by the gardener appointed by the institute. Many domestic organic plants and vegetables are grown inside the campus. These plants and vegetables are used for cooking food in the Hostel Mess for boys and girls. Regular activities such as campus cleaning, tree plantation are conducted under social activities club like NSS, YRC to maintain the campus clean and green.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 80.63

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

2018-19	2017-18	2016-17	2015-16	2014-15
636	749	940	1037	1035

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

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

Response: 18.06

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

2018-19	2017-18	2016-17	2015-16	2014-15
201	220	150	200	186

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 62.81

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

2018-19	2017-18	2016-17	2015-16	2014-15
628	681	574	836	648

File Description	Document
Details of the students benifitted by VET	View Document
Any additional information	View Document

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

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 64.87

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

2018-19	2017-18	2016-17	2015-16	2014-15
210	239	180	221	206

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

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

Response: 9.09

5.2.2.1 Number of outgoing students progressing to higher education

Response: 33

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

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

Response: 11.43

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

2018-19	2017-18	2016-17	2015-16	2014-15
33	03	01	02	06

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

2018-19	2017-18	2016-17	2015-16	2014-15
79	81	66	78	79

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

5.3 Student Participation and Activities

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

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Response:

Indra Ganesan College of Engineering provides opportunities for the students to participate in academic and administrative committees such as Internal Quality Assurance Cell, Student Welfare Council, Class Committee, Department Association and Anti-ragging committee. The Students members of these committees provide valuable suggestions and feedback in all committee meetings.

The association of each department selects student representatives as office bearers such as President, Secretary, Treasurer and Executive members. They actively coordinate with all the other students to conduct association activities such as symposium, intra department contests, Engineer’s day

celebration etc. The institution has student welfare council in which most of the members are the students. The student representatives of this council play a vital role in organizing cultural activities, Annual Day -'IGNITE', Pongal celebrations, Independence day and Republic day celebrations in the institution. Every year, during "SPARK" programme (A bridge course for first year students), senior students of the Institution handle a session in which they motivate and encourage the first year students to put forth their effort towards achieving their goals so as to become a successful engineer. They also exhibit and demonstrate their mini projects, thereby inculcating passion towards Engineering among them.

The students are also encouraged to participate in Workshops, Seminars, National and International Conferences arranged by the institution to impart skill based learning. Industry-academia linkage is made by signing MOUs with reputed industries to provide industrial training to the students with an aim to move towards our vision. Through this linkage the students are motivated to undergo internships, industrial visits, in-plant training, field projects, and value added courses, certificate courses, workshops and Vocational Education Training with an objective to impart experiential learning on them. Placement training is given to the students and many campus drives are organized every year. In order to encourage the students excel in all professions, guidance for competitive exams, GATE coaching, soft skills training are given to them.

In order to improve the employability skill of the students, Technical Aptitude Training Session (TATS) is included in the regular academic timetable. During this session, student volunteers actively organize group discussion, conduct aptitude classes, and discuss GATE questions with their class-mates.

The students are mostly encouraged to actively participate in social activities and extension activities. There are student volunteers in the social activities club of the institution such as NSS, YRC, Rotaract Club. Through this clubs, many activities such as Blood donation camp, Tree plantation, Organ donation camp, Free medical camp, Yoga training, Dengue awareness programme, Rural students empowerment programme, Road safety, Rain water harvesting rally, Swach awareness camp, Flood relief camp, Gaja cyclone rehabilitation are conducted. The Student volunteers launched a clean campaign by setting up dustbins over the entire college campus and created awareness among everyone in the institution to keep the environment clean. As a remarkable community activity, a village near by the institution, Mekudi has been adopted under "Village Adoption Scheme".

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 21

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

2018-19	2017-18	2016-17	2015-16	2014-15
23	23	21	20	18

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

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

Response:

Response:

Indra Ganesan College of Engineering Alumni Association is functioning in the name "Indra Ganesan College of Engineering Alumni Nest (IGCEAN)". It provides a good opportunity to maintain a prolonged relationship among the alumni, faculty and the students of the institution. Our alumni are now exhibiting their talents in the fields they are associated with. The institution is distinctive in building good relationship with alumni. Every year alumni meet is conducted in the institution on the convenient date decided by the association head and this provides a platform for all the alumni members to extend their contribution in various aspects to the institution. Alumni meeting create an opportunity for the alumni to meet their college friends at one place to share their happiness, old memories, experience in the current field and knowledge among themselves. A dedicated registration application is given to alumni for official registration which is also available in our College website.

Alumni are mostly interested in making a visit around the college to bring their old memories. They pointed out the various development and infrastructure changes. They are very much curious about their department juniors and their present proceedings. The alumni association collects funds from all the members and hand over the same to the Principal of the College. So far, Rupees Three lakhs and ninety thousands (Rs.3,90,000) are contributed by our alumni towards development of their college.

Apart from regular alumni meet, being held every year, our alumni frequently visit the Institution and contribute themselves for the betterment of the students in the following ways:

1. The institution maintains its integrity in inviting our alumni as chief guests for the department association events such as association inauguration, Technical symposium conducted by all the departments.
2. During their visit on these occasions, they share their experience in the field they are associated with. They also give awareness about the current job opportunities and current industry scenario to the students. They also motive them to equip themselves according to the rapid changing technologies.
3. The alumni association conducts guest lecture, seminar, and workshops for the students of the institution and encourages them to enhance their participative learning.
4. Some of our alumni are in recruitment position in their company, and hence they recruited their juniors for their company. One such company is JD Soft Private Limited, Chennai, where our alumni, Mr.Arun Balaji, consistently recruiting his juniors from our College in his company.
5. One of our alumni Ms.C.Kanniga Parameswari, 2016 passed out student from EEE working in an IT company is one of the members in our College Internal Quality Assurance Cell (IQAC). She was also invited as Chief Guest for the inaugural session of symposium organized by the department of Electrical and Electronics Engineering.
6. Some of our alumni are working in our institutions as Assistant Professors namely, Mrs.Sugashini/CSE, Ms.Jenifer/CSE, Ms.Getsyal/CSE, Ms.Pushpalatha/IT, Poongazhali/ CSE, Mrs.Kokila/ ECE. We are very proud to have our alumni as our teachers.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: 3 Lakhs - 4 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	01	01	01

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Response:

Vision

To evolve as a Centre of Excellence in Engineering, Technology and Management with distinctive research capabilities and to transform the students into knowledgeable and skilled professionals with high ethical values to cater the needs of the society.

Mission

- To impart practical example-based teaching.
- To develop Engineering and Communication skills.
- To impart the importance of lifelong learning.
- To develop positive attitude.

Vision

The prime objective of the institution is to provide quality higher education in Engineering and Management to cater the needs of the industry with its practical example-based teaching methods. Research & Development Cell ensures innovations are being implemented in teaching-learning process, current trend projects, real time problem solving opportunities etc. Industry based training is provided to the students by arranging Industrial visits and Internship Programmes every year. All the departments conduct conferences, workshops, seminars, symposiums and other association activities. Placement training is given to all the students and subsequently campus recruitment is arranged. The Social activities club encourages the students to participate in various activities to understand the scenario of the society and to render help in all possible ways. Research and Development committee ensures innovative projects are being done. The Cultural activities club develops students to participate in cultural events, sports events and yoga training to improve their extracurricular skills.

Mission

- **To impart practical example-based teaching.**

We believe in teaching the concepts of Engineering to our students with practical example well known to our students with which students could easily understand the subject. Videos illustrating the engineering concepts are shown in the classes. Exclusive YouTube channels are created by all our departments in which technical videos are posted by our teachers to enable the students understand the courses even more easily.

- **To develop Engineering and Communication skills.**

To develop Engineering skills, students are encouraged to do mini projects from their second year onwards, Industrial visits are arranged twice in a year, Technical Aptitude Training Session, workshops, Value added Programmes are conducted.

In order to develop proficiency in English, spoken English classes are handled for all the first year students. Communication skills are developed among our students by giving seminars in each course and allowed to compere and to do Master of ceremony in all our programmes conducted in our College.

- **To impart the importance of lifelong learning.**

Our students are educated that 'Known is little and unknown is ocean'. They are also taught that we can learn new thing everyday, if listen. The importance of updation is imparted to our students very strongly by telling the downfall of very great companies due to lack of updation.

- **To develop positive attitude.**

Students are encouraged to organize symposiums and other events that would help them to develop coordination, team work and positive attitude. Also Mentor system builds confidence and positive attitude among the students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

Response:

Indra Ganesan College of Engineering is decentralized for a good governance and performance. The college is decentralized to progress well in academic as well as in administrative activities. The Governing Body reviews the performance of the institutional activities that are carried out during the academic year periodically.

At Department level:

The management encourages it's faculty members who perform well in their academic activities by awarding them with certificates, cash prizes and memento. Faculty members are motivated to pursue their Ph.D degree in part time. Staff members are involved as members of various committees in the college and they are allowed to attend seminars, workshops and conferences. Feed backs are collected once in a month from the students and they are brought to the notice of the IQAC for taking necessary actions. Important

decisions are being taken by the Heads of the Department with Principal's approval. The HOD's also conduct meetings periodically to monitor the academic activities as planned as per the academic schedule. HOD's along with faculty members administrate the department in a better manner.

At Institution level:

IQAC, Academic council, administration committee functions for good functioning of college at various levels. The Principal is the academic and administrative Head of the Institution. Principal and HOD's jointly design a calendar of activities and it is monitored and implemented by various committees, in which the faculty and students are the members. Both the Head and the faculty members implement the plans and policies of the institution to achieve better outcome. Management encourages and supports the faculties in the decision-making process for the progressing of the institution effectively. Principal is one of the members of governing body in which the strategic plans and major decisions related to academic and administrative tasks are discussed in the Governing Council meeting.

STATUATORY COMMITTEE

Minority cell

Committee for SC/ST

Grievance Redressal committee

Internal complaint cell

Anti ragging committee

Other backward class cell

Prevention of Sexual Harassment (POSH) cell

ADMINISTRATIVE COMMITTEE

Governing Council body

Planning and Monitoring Committee

Discipline and welfare Committee

Women empowerment Cell

Academic Administrative Audit Committee

Library advisory

Sports Committee

Placement Cell

Exam cell

Research & Development Cell

Cultural Committee

Social Activities club

Transport Committee

Entrepreneurship Development Cell

Student Welfare Council

The decisions are executed by the Head of the institution.The HOD's and faculty members ensure proper execution of the policies given by the Governing Council. Decision making authority is efficiently decentralized in this system. The Management gives rights to the Principal to make decisions and to execute plans to improve the performance and to fulfill the goals as per the Vision and Mission of the Institution. The Management, Principal, HOD's and faculty are the members of IQAC which governs and monitors the activities of various cells and committees in the Institution. Decisions are taken as per the requirements and are executed to promote teaching - learning process in an efficient manner.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

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

Response:

Response:

The Institute is practicing a well strategic plan to integrate all the activities along with the curriculum to achieve Institutional Vision. At the beginning of the academic year, plan of activities are submitted by the HODs which includes association activities such as seminars, guest lectures, workshops, field visits and Technical Symposium. The industry-academia collaboration is encouraged by motivating the students to undergo internship, field visits, field projects in the industries. The teachers are also encouraged to enrich their capabilities by participating in faculty development programmes, conferences, workshops and other enhancement programmes. All the activities are recorded and proper documents are maintained.

The College provides quality technical higher education for the students' community, especially

from the rural areas. Hence, in order to improve the academic performance of the students and to compete globally, proper counseling, guidance and motivation are needed. To accomplish this, Mentor system is being followed in our institution. The quick learners are encouraged to prepare for GATE, Competitive Exams after the regular classes on daily-basis called Co-Curricular Activities (CCA) session. The slow learners are given remedial coaching after regular classes on daily-basis for all the courses of study pertaining to the current semester called Special Coaching Class (SCC) session.

Implementation of Mentor system

- Mentor system enables close monitoring and progress of the students.
- For every 10 students, one faculty member is allotted as mentor during a semester.
- Every Friday during 4 to 5 pm the mentees are met by their mentors.
- The students share their grievances and other personal problems with their mentor. The mentor counsels the students with great care and takes necessary steps to sort out their problems. The consolidated report of all the mentors in the department are submitted to the their concerned HOD and the HODs submit their reports to the Principal for further action.
- A dedicated mentor sheet is maintained by the mentors which includes complete details of the students and his/her family details.
- Students' academic performances are reported to the parents periodically by sending a prepared Progress report, which includes attendance as well as test marks of all the exams conducted so far in that semester.
- The bond between the parents and the faculty members leads to the smooth functioning of the mentor system and hence Parents' meetings are conducted twice in a semester.

Implementation of Remedial coaching class for slow learners

- The remedial classes after the regular class works are conducted for the slow learners.
- Improvement Tests and Remedial coaching are conducted for those who have not performed well in the internal assessment.
- Subject handling faculty members identify the slow learners and remedial coaching is given.
- Each department prepares Remedial coaching list of students for all the subjects after every internal test.
- If a student shows good improvement in the subsequent tests, then he is encouraged to attend CCA session.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document
Strategic Plan and deployment documents on the website	View Document

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

Response:

Response:

Quality Policy

Indra Ganesan college of Engineering aims to achieve global standards of excellence in all endeavors by consistently providing quality education, imparting skills, leadership with social learning and commitment for continual improvement.

Governing Council

The Governing council of the college meets at least once in a year in order to discuss various issues and aspects related to the development of the college and its academic standards. The governing council reviews and approves the institution strategic plan for every academic year. Top Management plays the role of facilitator in the design and implementation of the quality policy and plans. The Management provides adequate financial support for the sustenance of the academic and administrative infrastructure.

Administrative Setup

The Principal, Heads of the department, teaching and non-teaching faculty members forms the administrative setup. The administrative staff members maintain accounts, scholarship details and fees details of the students. The non-teaching members take care of labs, intimation of consumables purchase, service and maintenance of the equipments, assisting the teachers during lab sessions. Teachers shall teach students both theory and practical, counseling, question paper setting, answer paper evaluation, role of mentor, maintaining discipline among students, ensures students progresses well. HoDs take one course per semester, monitors proper functioning of all classes, arranging guest lecture, seminars, workshops, conferences, curricular, co-curricular and extra-curricular activities of their students, attends various meeting conducted by Principal, act as responsible person in bring the department in a appreciable manner. The Principal is responsible for all the academic and administrative activities including hostel and transport management. He is responsible for the development of students and faculty members and institution as a whole.

Cells & Committees

Various cells and committees are formed to ensure the development of the students, faculty members and the institution in all aspects. The academic activities, cultural, sports and social activities are conducted through committees. Grievance redressal committee, Anti-ragging committee and Prevention of Sexual Harassment Cell are formed to ensure the smooth functioning of the institution.

Recruitment Policies

Recruitment of teaching, non-teaching and administrative staff will be done at the end of every academic year as per the requirement. Advertisements shall be given in news papers and websites. The applications will be shortlisted on merit basis and the shortlisted candidates will be called for interview. The interview panel includes the Principal, Head of the department concerned and a senior faculty member.

Promotion Policies

The self-appraisal form filled in by the faculty shall be verified by the HOD and forwards it to the Principal who in turn reviews it and recommend for promotion or increment.

Grievance Redressal Mechanism

The regular meetings are conducted with members in which students' grievances are addressed and appropriate actions are taken. The minutes of meeting is recorded and filed by the committee co-ordinator and all the relevant details are made available in the website.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

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

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and

implementation of their resolutions

Response:

Response:

To achieve institutional vision and mission, quality in education is considered as the primary objective of this institution. To emphasize on quality, the institution practices decentralized system by framing several cells and committees. The Cells and Committees in this institution are:

1. Internal Quality Assurance Cell	13.Social Activities club
2.Governing Council body	14.Transport Committee
3.Planning and Monitoring Committee	15.Entrepreneurship Development
4.Discipline and welfare Committee	16.Committee for SC \ ST
5.Women empowerment Cell	17.Minority Cell
6.Academic Administrative Audit Committee	18.Grievance and Redressal Comm
7.Library advisory	19.Internal Complaint Cell
8.Sports Committee	20.Anti Ragging Committee
9.Placement Cell	21.OBC Cell
10.Exam cell	22.Student Welfare Council
11.Research & Development Cell	23.Prevention of Sexual Harassment (P
12.Cultural Committee	

All the cells and committees has an integrated framework in this institution. The faculty members and students are made aware of the existence of these cells and committees. All the committees conduct regular meetings throughout the year. Also, when any complaints or grievances are received, meeting is conducted immediately, complaints are reviewed to resolve the issues and also ensure that

necessary actions are taken. The complaint details and action taken reports are filed separately and kept confidential.

Example of an Activity: Anti ragging committee

This committee monitors to avoid the instances of ragging and to take appropriate action against individuals who involve in ragging. The members of Anti Ragging Committee monitor the students throughout the campus to ensure the smooth academic atmosphere for the benefit of our students.

Objectives of Anti Ragging Committee:

Anti-Ragging Committee helps in preserving a culture of Ragging Free Environment inside the Campus. Anti-Ragging Committee is involved in designing strategies to restrict ragging in the college premises by implementing array of activities. It prevents and eliminates the incidents of ragging including verbal abuse and physical abuse which has the effect of teasing, treating or handling with rudeness towards a fresher or any other student by another student.

Functions of Anti Ragging Committee:

The committee deputes Anti-Ragging Squad members to engage in monitoring the student's activities periodically in the places of potential ragging. Surprise raids are made in the places where students congregate including classrooms, canteens, buses, play ground, hostels etc. The committee also conduct Anti-ragging awareness programme to give awareness regarding the punishments for ragging under the law. A copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, is circulated to all the students and affidavit for the same has been submitted by them. It also ensures to display of posters anti- ragging in Department Notice Boards and other prominent designated places.

Punishment to those found guilty:

Any student or group of students who found guilty of ragging in the campus or even outside the campus is liable to punishment based on the law for ragging.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Response:

The Institute authorities are generous towards the well being of teaching and non-teaching staff for the effective functioning of the Institute. In line with this, many welfare measures have been implemented. Some of the remarkable welfare measures are:

Participation in Conferences / Seminars / Workshops, FDP, and Publications in Journals

- Each faculty member is encouraged to participate in conference/seminar Workshop/FDP, etc., with financial support or OD.
- Each faculty member is motivated to present/publish papers in National/International Conferences/Journals.

Participation in Sponsored Research and Consultancy work

The faculty members in addition to the regular academic work shall participate in carrying out sponsored research and consultancy work.

Encouraging faculty members to pursue Higher Studies (Ph.D.)

- Faculty members interested in pursuing Ph.D. on Part-Time basis shall submit an application to the management through the principal seeking permission for registration.
- ODs are provided to meet their research supervisors for discussion and to write Ph.D. course work examination.

Assessment, Promotion policy

The performance of all faculty members and non-teaching staff are assessed during every year. Staff appraisal form shall be prepared by the faculty subsequently verified by the HOD and forwarded to the principal for review. Based on the review report, the faculty members are honored with incentives, increment in their pay/ pay revision and promotion.

Employees Provident Fund Scheme (EPF)

The institution comes under the purview of Employees Provided Fund for the benefit of Teaching and non teaching faculty members.

Leave / Permission

(a) Casual Leave (CL):

Each Teaching/non-teaching Staff shall avail 12 CL per academic year. Faculty members can avail two permissions per month.

(c) Compensatory Casual Leave (CCL):

Faculty members and non-teaching staff are eligible to avail CCL in lieu of working for the institute/management on a non-working day/general holiday.

(d)Medical Leave and Maternity leave:

Each faculty member shall avail Medical leave. Each non-teaching Staff shall avail Medical leave to a minimum of 15 days subject to a maximum of 30 days per academic year. Maternity leave for a period of 3 months shall be availed.

(b) On-Duty Leave (OD):

The Faculty members shall avail the following on-duty leave with prior permission from the principal:

- Research project presentation/consultancy assignment/participation in conference/seminar/ workshop/FDP etc.

Rewards and Awards:

Teaching and Non-Teaching faculty members are provided with compliments during special occasions like Teacher'sday, Diwali ,New year celebrations etc. The faculty members with distinguished performance are appreciated by rewarding them with certificates and cash prizes under various categories such as "IG-STAR" award, "Research Award", "Best department of the year" and "Maximum Library Utilization" during the Institution Annual day program, "IGNITE".

Yoga training for faculty members:

Yoga training is being given to faculty members as a mode of stress relief and to improve their mental and physical health.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 17.78

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

2018-19	2017-18	2016-17	2015-16	2014-15
14	19	27	36	19

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

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

Response: 8.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	9	9	8	8

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

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

Response: 32.56

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

2018-19	2017-18	2016-17	2015-16	2014-15
50	36	52	30	35

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

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

Response:

The appraisal system motivates the staff to excel and put forth the best of their efforts. Staff retention is one among the strengths of the institution.

The Performance appraisal system has the following attributes:

- Participatory and Innovative Teaching-Learning Methodologies
- Professional membership
- Skill updation through participation in Conferences, Workshops, Faculty Development Programmes
- Programmes such as Seminar, Guest Lecture, Workshop, Conference organized
- Participation in Faculty Development Programmes
- Feedback from HOD and Principal
- Feedback from the students
- Community service inside the institution and outside the institution
- Publications in Journals and conferences , Book Publications
- Research activities
- Result produced in University Examination

Performance Appraisal System for Non-Teaching faculty:

The Institution has the practice of evaluating the performance of the Non-teaching Staff every year. It is reviewed by the respective Heads of the Departments and the Principal. The staff members are encouraged to pursue higher education and contribute towards the projects taken by the respective departments.

The Performance Appraisal system of the Non-teaching faculty has the following attributes:

- Professional Competence that includes ability, creativity on the assigned tasks.
- Maintenance of files, records, completion of work on time etc.
- Attendance, punctuality, discipline and interaction with colleagues.

The teaching fraternity of the college is an important asset in the advancement of a strong teaching learning process. They act as the pillars of any institution and creating future generation for the country. Infrastructural development of the college is crucial but without the efforts of the teacher, the facilities will not help the development.

Our management understands the importance of human resources. The appraisal system is

developed in such a way that it motivates each faculty member to voluntarily involve themselves in each criterion to improve their individual scores. Some of the attributes appraisal criteria such as FDP, Conference, Workshop participation are financially supported by the Institution management so that the faculty can improve their professional career. 60% of the score is based on self appraisal. 20% of the score is through student feedback which is taken twice in a semester. The rest of the 20% is recommended by concerned Head of the department.

Prominent weightage in the appraisal system is given for teaching-learning process. It considers effectiveness of a teacher in using innovative methods and various teaching tools.

Additional weightage is given to professional development activities such as student/research projects, conference/seminar participation and paper presentation, FDP/Workshop attendance, administrative responsibilities, co-curricular/extra-curricular activities etc. Head of the department considers behavioural aspects of the teacher during performance appraisal.

Personality traits such as attitude, punctuality, commitment, professional ethics, communication skills, relationship with the co-workers and students, written skills, supportiveness to the students etc are also examined by the Head of the department and recommended to the Principal.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Response:

The institution has an established mechanism for internal and external financial audit.

Internal financial audit:

Budget proposal for the upcoming academic year will be prepared by the HODs concerned at the end of the academic year. This budget proposal includes new lab installation if any, new equipments purchase if any, infrastructure changes, procurement of Civil and Electrical items, stationery, funds for conducting workshops, seminars, guest lectures, conferences and other contingencies. The budget proposal will be submitted to the Principal, which will be presented before the Governing Council for approval.

The various events planned by the department will be conducted as per academic calendar and the expenses incurred will be cross checked with the actual expense and the proposed budget by the internal finance audit members consisting of accounts officer and the administrative officer of the college. Then the bill will be submitted to the Principal for approval and pass on to the management for account maintenance.

If the bill claimed is for the purchase/service of the equipment, then the HOD have to submit working status certificate and stock register or consumable register after necessary entry for approval from the Principal.

Apart from internal financial audit, internal audit on stocks maintained in the department is conducted by interchanging the faculty members from other departments. The equipments, consumables, machines, Accessories, instruments, furniture are all physically verified and shall check against the stock register maintained by the department. The consolidated report will be submitted to the Principal with any remarks, if any.

External financial audit:

Our college has dedicated auditor to maintain the accounts as per Government norms, who is also acting as one of the members in the Governing Council. External auditing will be performed once in six months to check the correctness of the accounts, so as to submit the accounts to the Income Tax department well within the due date. Similarly, Tax Deducted at Source (TDS), EPF payment, Professional Tax payment (if any), and other Government insisted payments will be verified by the Auditor.

Accounts department is fully computerized. Tally software is used by the accounts department and ERP Software is used by Cashier for collections of fees. Computerized receipt is given to the students and computerized accounts are maintained. Each and every transaction is supported by the vouchers and bills. All the payments/collections are done by online payment, bank transactions, cheques and demand drafts.

The institution has the following practices to monitor the flow of financial resources:

- Transparency in transactions is maintained by bills and vouchers.
- Single point transaction of cash is carried out.
- All payments for the suppliers and service provider are done through bank.
- Purchase of all equipment, furniture and machineries are done by inviting quotations from different vendors. The purchase committee will decide the purchase of items based on the quality and cost comparison.
- All the financial aspects are verified and checked by accounts office which is monitored by the Auditor.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 3.14

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

2018-19	2017-18	2016-17	2015-16	2014-15
0.86	0.64	0.43	0.81	0.40

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document

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

Response:

Response:

The various sources of income for the institution are as follows:

Tuition Fee

Students are admitted to our college as per the norms of Tami Nadu State Government Higher Education department through Anna University Counseling (Tamil Nadu Engineering Admission (TNEA)) and through Consortium of Self Financing College Association. The tuition fee prescribed by the Government of Tamil Nadu is collected from the students.

First Graduate (FG) Scholarship

The first graduate students admitted through TNEA counseling are eligible to avail 50% of the total fees as scholarship which will directly credited to college bank account. This is applicable for all the four years and applicable for lateral entry students also who are first graduate.

Trust Scholarship

Students who are financially backward, but has obtained good marks in the qualifying exam and has interest in higher education are admitted under Trust scholarship, for whom Trust shall pay their fee either partially or fully depending upon the payment capacity of their parents.

Post-Matric Scholarship Scheme (PMSS)

PMSS is applicable for SC/ST/SCA students admitted under both Government Counseling and Consortium counseling up to 2016. From 2017 onwards, PMSS is applicable for SC/ST/SCA students admitted under Government counseling only. Moreover, the parents of the student annual income should be less than 2.5 lakhs. This scholarship is applicable for students studying B.E./ B.Tech degree as regular entry(four years) and lateral entry (three years) and also applicable for students studying M.E/ MBA

degree for two years.

Indirect Income

Indirect income for the institution is received from students as hostel fee and transport fee. Every year, during the alumni meet, our alumni contribute considerable amount towards the development of their institution. As insisted by AICTE, Fixed deposit have to be maintained for financial stability and this yields interest for parked money and hence comes under indirect income for the institution.

The channels of income may be few but the channels for spending the income are too many, but are mandatory for the effective management. The income received from various sources is utilized in the following manner.

Salary for staff members

Nearly 44% of the total income of the institutions is spent as salary for the staff members. Apart from salary, 1% of total income is spent for various welfare schemes for our staff members in terms of incentives, ex-gratia and gifts.

Students' Welfare Expenses

About 17% of the total income of the institution is spent for welfare of our students, which includes expenses for resource persons for orientation programme, guest lecture, Chief guests, Training and Placement programme etc.

Maintenance Expenses

About 9% of the total income of the institution is spent for building maintenance, lab maintenance, vehicle maintenance, hostel maintenance which includes renovations, painting, modernizing and beautifying. Vehicle maintenance includes service, Fitness certificate, Toll expenses etc.

Miscellaneous Expenses

The other expenses such as travelling, tax, auditing, insurance, internet, telephone, postages, electricity, advertisements, plantations, printing etc and other contingencies contributes remaining 30% of the total expenses.

File Description	Document
Any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

Response

The importance of Internal Quality Assurance Cell (IQAC) was felt in the first meeting itself, as the suggestions given in the meeting made us to think in the line which was not thought earlier. Apart from regular members in our conventional meetings, IQAC consists of members from industries, employer, parents, local leader, students and alumni. The heterogeneous members of IQAC could give suggestions in their point of view which was really focusing towards our objective. Out of various suggestions given in the meeting, two suggestions which were immediately implemented shall be discussed.

Mentor-Mentee System

As suggested by IQAC, Mentor-Mentee system was implemented in the odd semester of this current academic year. In a department, all the students are listed in alphabetical order and the total number of students is divided by total number of faculty members in the department. On an average, 12 to 13 students were grouped under one mentor. A dedicated mentor sheet was prepared which includes almost all the details of the student. Photo of the student, father, mother, their mobile numbers, address, fee details, scholarship details, test marks, University results, co-curricular activities, extra-curricular activities were some of the details present in the Mentor sheet. Students are well informed about this system. On every Friday, 4.00 pm to 5.00 pm is devoted for mentor-mentees meeting at various places of mentor’s interest. During that meeting, mentor shall inform about the various happenings of the college to make awareness to the students on what is happening in the college. Then, students are allowed to discuss with the mentor,

especially any appreciation, grievance, report, suggestions are received from the students. Students are also invited to meet the mentor personally to share anything that the student is hesitating to share in the common meeting. The mentor consolidates all the points discussed in the meeting and shall submit the same to the HOD for further action. The HOD reviews the points received from all the mentors in the department and takes necessary action that warrants. If anything beyond the limit of HOD, then it will be brought to the notice of the Principal. However, all the consolidated points prepared by the HOD will be submitted to the Principal. The Principal will take necessary action on the received reports.

Value Added Course

The other suggestion given by IQAC is the implementation of Value Added Course (VAC) introduced by Anna University for VI semester students coming under Regulation 2017. One importance highlight in this is that the students studying in our college alone will have their consolidated grade sheet with the VAC undergone by them. The credit given for this VAC is one or two. All the departments prepared syllabus for VAC for their students and two departments, namely Mechanical Engineering and Electrical and Electronics Engineering department have received approval order from the Director, Academic Courses, Anna University, Chennai. VAC was started in the two departments due to the initiative of the IQAC.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Response:

In Indra Ganesan College of Engineering, the teaching- learning process is facilitated through qualified, trained and experienced faculty members. The teaching, learning process, methodologies and learning outcomes are reviewed as follows:

- Governing council meeting is conducted every year to upgrade, revise the existing system of teaching learning process if necessary.
- At the beginning of every semester, plan of activities for the semester are scheduled by all the Heads of the departments.
- The academic activities are reviewed every month by the Academic Administrative Audit committee at the Institution level.
- Weekly meeting is conducted by the Principal with all HODs, to review the academic activities, attendance details and Students Internal marks.
- The HODs of every department conducts weekly meeting with all the faculty of the departmentto review the academic activities at the department level.

- Class committee meeting is conducted before the commencement of every Internal Assessments to review the progress in teaching learning process.
- Every Friday mentor meeting with students is held to provide counseling for the students.
- Result Analysis Review Board conducts the results analysis meeting for Internal Assessments and University Examinations to review the learning outcomes of teaching, learning process.

Example of an Activity: Academic Administrative Audit Committee

To appreciate achievements and give suggestions for further improvement in the quality of teaching, learning process the Academic Administrative Audit committee reviews the following:

1. Before the commencement of a semester, course files of all the faculty members are reviewed.
2. During the working days, the followings are reviewed:

1. Students' Attendance Record
2. Events organized by the department
3. Participation of the students in co-curricular, extracurricular activities
4. Updated Course file with Internal Assessment question papers, Internal Marks of the students.
5. Class coordinator file that includes students' personal details, weekly attendance details, Consolidated Internal Marks of all the courses, Students participation in various events, Parents Meeting report and Leave letters of the students.
6. Mentor File.
7. Minutes of meeting of the department meeting

Example 2: Result Analysis Review Board (RARB)

The Result Analysis Review Board (RARB) reviews the performance of the students and gives suggestions for further improvement in the academic performance and quality of teaching. The Director, Principal, HODs of all the departments are the members of this board. The functions of this board are

1. After every Internal Assessment, the HODs present subject wise, class wise performance of their department.
2. Performance comparison with the previous Internal Assessments is also presented.
3. If a class has less pass percentage in any particular subject, then necessary steps are suggested for further improvement.
4. The students' attendance during Internal Assessments is also reviewed to ensure that all the students attend the Internal Assessments.
5. Every semester the results of University Examinations are reviewed and suggestions are given to improve the performance of the students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document

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

Response:

Response:

The incremental improvements of our institution in various aspects for the past five academic years are as follows:

1. Every year the Governing council meeting is conducted to plan for the development of the students and faculty members. There is a substantial development in the Institution Infrastructure such as Seminar Halls, laboratories, waiting hall, laboratory equipments and machineries, number of books and journals in the library, remote access of e-resources through DELNET, number of computers with WiFi, Internet facilities, sports facilities, automation in Library and administration for providing conductive environment for better academic and non-academic enhancement.
2. Our Institute has implemented the Academic Advisory Audit committee to ensure the effective implementation of academic plan and activities.
3. Personal Counseling through Mentor System motivates the students to progress well in studies and face the challenges with courage.
4. Teaching-learning and evaluation processes provide attributes such as self-learning ability, technical competency and soft skills. Due to effective teaching-learning process, the institution has produced University rank holders.
5. The institute encourages the staff members to take part in various conferences, faculty development programs, seminars, workshops, industrial visits etc and also to publish in reputed journals. It also motivates the staff members to pursue higher studies under part time mode from reputed Universities. Our faculty members are continuously motivated to apply and complete their doctorate degree (PhD)
6. The students are also encouraged to participate in Workshops, Seminars, National and International Conferences arranged by the institution to impart skill based learning. Industry-academia linkage is made by signing MOUs with reputed industries to provide industrial training to the students with an aim to move towards our Vision. Through this linkage the students are motivated to undergo internships, industrial visits, in plant training, field projects, value added courses, workshops with an objective to impart experiential learning on them.
7. Placement training is given to the students and many campus drives are organized every year through which the students of this institution got benefitted. In order to encourage the students excel in all professions, guidance for competitive exams, GATE coaching, Soft skills training are given to them.
8. The students are mostly encouraged to actively participate in social activities and extension activities. There are student volunteers in the social activities club of the institution such as NSS, YRC, Rotaract Club. Through this clubs, many activities such as Blood donation camp, Tree plantation, Organ donation camp, Free medical camp, Yoga training, Dengue awareness programme, Flood relief camp are conducted. The Student volunteers launched a clean campaign by setting up dustbins over the entire college campus and created an awareness among everyone to keep the environment clean.
9. The institution provides a platform for the students to involve themselves in sports activities. The sports club of the institution conducts tournaments, matches for many games every year.

File Description	Document
Any additional information	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response: 14

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	3	3	2

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
    1. **Safety and Security**
    2. **Counselling**
    3. **Common Room**

Response:

Response:

1. **Safety and Security**

IGCE treats the students without any discrimination. Special attention and security is provided for girl students. The Institution has different Committees for the safety and security of girl students and female staff in the campus such as Anti ragging Committee, Internal Complaint Cell, Grievance Redressed Committee, Prevention of Sexual Harassment (POSH) Cell. These committees also organize sessions to motivate, strengthen and spread awareness about health, nutrition, extension activities etc. among the women. It can be stated with due pride that no incidence of sexual harassment against women have occurred in the institute due to good discipline in the campus. Discipline committee members monitor the students' activities and ensure the safety of the students in the campus, canteen, sports area, college bus and library. POSH cell information is displayed in entrance of the Engineering block. Students are not allowed to use mobile phone inside the campus and college bus.Boys and girls are not allowed to sit together in the College bus. Girls are made to sit in front seats followed by faculty members and then by

boys. Dedicated out pass is made available in the stationery and website to get permission from HOD and Principal to go home in case of emergency call from home. The security in the main gate receives the out pass and makes necessary entry in the register.

Discipline committee members' check the students whether they are in proper dress code and Identity Card. The parents are being informed by the Class Coordinators if the students are absent without prior permission. Deputy Warden is appointed to monitor the hostel students and to help the students for their needs. Regular attendance is taken. Rules and regulations for the inmates of the hostel and duties of the hostel deputy warden are displayed on hostel notice board and also available in the college website. 24 hours hospital facility is provided for hostel students.First aid box, fire alarm and fire extinguisher are provided in the main places of the college.

2. Counseling

Under Mentoring system, 10-12 students are allocated to each faculty member to monitor the activity of students regularly. Specific issues related to mentee are identified by respective mentors. Individual counseling is given for both day scholar and hostel students. Every Friday, counseling session for all the students will be conducted which helps them to come out of their issues like stage fear, inferiority complex, depression and other issues revealed personally to the mentors.

3..**Common Room**

Our college has separate common room both for girls and boys. The common rooms having essential facilities like first aid box, cot, mirror etc. Students utilize the room to take rest when they are ill. Constant supervision is made by the respective faculty members to make sure the students are utilizing the common room for the factual reasons. The common room facility is mostly used by girl students.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

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

Response: 1.14

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

Response: 1051.2

7.1.3.2 Total annual power requirement (in KWH)

Response: 92043.20

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 21.92

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

Response: 10512

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 47961

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

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

Response:

Solid Waste Management

Solid waste management means collecting, transporting, processing, recycling and monitoring of the waste materials. The term waste management generally relates to those materials which are produced human activity. Solid waste such as food materials left out and papers in various forms. These waste materials are collected on a daily basis, for which dust bins are kept in all possible places such as class romms, stff rooms, laboratories, canteen, office, library and every floor of all the buildings. Food waste from canteen, Paper waste from class room, Dead leaves, Metal wastes, wooden wastes are segregated into biodegradable and recyclable wastes. Biodegradable wastes are collected and dumped in pits excavated for this purpose inside the campus area and allowed to decompose. At a later date, this is dug out and used as manure for gardening. The recyclable wastes such as examination papers are collected and periodically supplied to the local recycling vendors to avoid wastage dumping. One sided papers are re-used by the faculty members and staff for rough works. Metal and wooden waste is stored and given to authorized

scrap agents for further processing. Sanitary napkins are disposed of using incineration process.

Liquid Waste Management

Liquid wastes mainly consist of waste water from kitchen, hostel, bath rooms and laboratories. This waste water contains many dissolvable unwanted and rejected substances. Sewage is waste water containing solid and liquid excreta whereas silage is another term for waste liquid not containing excreta. Sewage water mainly has 99.9 % of water and remaining 0.1% is organic and inorganic substances. The solid material present in the silage is mechanically removed through metal screening. The waste water is then allowed to pass into a big sedimentation tank where the liquid spends about 6-8 hours. During this time, 70% of solids settle down due to gravity and the remaining undergoes decomposition using the microorganism. The solid waste from the water is cleaned and the remaining water is diverted to the nearby garden and field

E-waste Management

Generation of e-wastes in our college is still less. The computers, printers, laboratory equipment etc. are periodically serviced and maintained properly. They are dumped only when they are broken completely which is very less in our campus. Once sufficient quantities of e-wastes are collected, it will be sold periodically to authorized vendors. Some parts useful for other systems are kept aside for future use. Students are also imparted awareness and education about E-Waste. Guest lectures on hazardous management of electronic wastes are arranged. Newspaper cuttings of hazards of e-wastes are also frequently displayed in the Notice Boards. Swach Bharat scheme is being effectively implemented in our campus and also supported Trichy City Corporation in their various efforts like rally, public voting for Clean Trichy, awareness camps etc.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Response:

Our College believes in searching water from cloud not from ground. Water is elixir to human life and we always feel gratitude to water for its presence in our college areas, even in summer season. At the same time, the various struggles encountered by other colleges, and establishments for water in Trichy is witnessed by us. Hence those messages are repeatedly conveyed to our students, faculty members, hostel management, and canteen in charges to use the water as less as possible and preserve the water as much as possible. Placards creating awareness on preservation of water is made available on prominent places of water usage. This is our first initiative towards preservation of water.

Our second initiative is the implementation of rain water harvesting. The need of water for our

use is not going to be reduced. Rain water harvesting is one of the most commonly used methods to save water. In other words, it is done to collect water by using simple mechanisms. Rain water harvesting is the accumulation and deposition of rain water for reuse before it reaches the aquifer. Uses include water for garden, water for irrigation, and water for livestock. Water collected is just redirected to a deep pit with percolations. Mostly rain water harvesting is used to recharge the ground water.

Roof top rain water from the open terrace of the building is collected in rain water harvesting pit through pipelines. The rain water harvesting pit with a definite dimension is constructed in each building of our Institution to prevent water scarcity problem during summer season by increasing the ground water level. The rain water harvesting system implemented in our college consists of four basis elements. One is collection area, second is Conveyance system consisting of pipes and gutters, third is storage facility and the fourth is delivery system such as taps and pumps which is optional in our college as our aim is to increase the ground level rather than reuse.

The pit is filled with alternative layers of sand, gravels and charcoal for the filtration of rain water that is collected in the recharging pits. Sand covers the top most layer of the pit to prevent stagnation and quick absorption of water. The water that is collected in the rain water harvesting pit is filtered through the filtration assembly and pure water percolates down to the ground. This will help in maintaining and increasing the underground water level. The recharging pit is cleaned and fresh sand is replaced twice or thrice in a year. A clean atmosphere is maintained surrounding the recharging pit. This helps in proper conservation and utilization of rain water. Also, the institution practices many green initiatives such as planting saplings frequently, plastic free campus etc. The institution adopts sprinkler procedure to water the lawns and hence water is very judiciously used for plantation purposes.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**

a) Bicycles
b) Public Transport
c) Pedestrian friendly roads

- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Response:

It is our continuous efforts to maintain our college campus green and eco friendly. Due to the continuous campaign of our Government to practice Swachh Bharath, youngsters, particularly our students add sapling plantation as one of the agenda in any programme organized by the department like association programme or symposium. Moreover, students have started giving saplings instead of invitation to invite Principal and management people for their programmes. The participants of the session are also given one saplings each at the end of the session. These are all happening in our college without the instructions from the faculty members, which mean that the students themselves are aware and have felt the importance of green practice to overcome global warming.

Bicycles: Students residing in nearby villages like Manikandam, Pungudi, Kallikudi, Mekudi prefer using bicycles or by walking to the College. This practice enhances good health and results in zero cost for the students and pollution free for the society.

Public Transport: Earlier commuting through own vehicle was banned for the safety of the students, as the college is located in National Highway and considering rash driving of the young blood and triples in a bike. Later, students and even parents requested to permit students to bring vehicles. They are now permitted with proper application, supporting documents, and undertaking ensuring wear of helmet and slow ride. So very few of our students are bringing their own vehicle, while other students and staff members are using our college bus and public transport. We are encouraging and supporting our students to take free bus pass provided by the Government.

Pedestrian friendly roads: All the academic blocks and hostels are well connected with pedestrian friendly roads. Students and staff are using pedestrian friendly roads in our institution campus.

Plastic free campus: Our College strictly banned use of plastic material in any form inside the college campus. It was ensured in places like department, canteen, stationery and hostel. Awareness programme on ill effects of plastics are educated to students during the orientation programme itself. We strive to make our college as a 100% plastic free campus.

Paperless office: Our college administrative process is strongly supported with Enterprise Resource Planning (ERP) software. Usage of papers is very minimum and not wasted. One side used papers are normally for any documentation purpose inside our college. Even letters to Principal, Director and Secretary are sent using one-side used paper.

WhatsApp groups such as HODs, IG Family, R&D, EDC, Hostel, Transoprt, IQAC, NAAC, ExamCell, T&P Cell are created and all correspondence are done using the WhatsApp application. Email usage is very common practice in our college for all the internal official communication.

Green landscaping with trees and plants: Our Institution has developed grass landscaping and planted trees in front of main block and Engineering block for good appearance and to enhance cool and green premises. The NSS volunteers involve themselves in campus cleaning once in a month or two which is highly appreciated by the Principal and Management.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 1.17

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

2018-19	2017-18	2016-17	2015-16	2014-15
5.65	5.50	4.50	1.50	1.50

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

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

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

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

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

Response: 10

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	2	1	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

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

Response: 11

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	2	2	2

File Description	Document
Report of the event	View Document

7.1.12

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

Response: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

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

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

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

Response: 33

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

2018-19	2017-18	2016-17	2015-16	2014-15
10	06	08	05	04

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

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

Response:

Response:

One of our visions is to facilitate our students to be valuable to our society. In order to inculcate the habit of remembering our great leaders, birth anniversaries of our great Indian personalities are celebrated and death anniversaries are observed. On those days of celebrations/ observations, photograph of that personality is adorned with flower and greeted with their achievements to pay respect and tribute. This kind of input shall certainly create patriotism among our next generation and to be useful to the society like the leaders. These festivals connect us as a people of nation and feed the spirit of patriotism among ourselves.

1. Dr. APJ Abdul Kalam Birth Anniversary: Our students celebrates Dr. APJ Abdul Kalam‘s birth anniversary on 15th October every year. On this day, students stay in front of the photograph, take oath and his famous, life changing quotes were uttered by students one by one. The students also deliver speech about Dr.Kalam and his achievements. Tree saplings are also planted on this day.

2. Teacher’s Day: Our students organize teacher’s day celebration on 5th September on every year. They invite all the teachers from each department and honor them by presenting them with gifts and greeting cards. The students also prepare charts with teacher’s day special drawings and quotes. Cultural programmes will be staged by students to honour the teachers.

3. Gandhi Jayanti: Gandhi Jayanti is an event celebrated in India on the birth anniversary of our ‘Father of our Nation’ Mahatma Gandhi. It is celebrated annually on 2nd October every year. Students will disguise the physical appearance of Mahatma Gandhi for kind remembrance and his significant role in Indian independence will be delivered as speech.

4. Independence Day: Our students celebrated Independence Day on 15th August by first hoisting our National flag followed by special events such as Patriotic song, dance and poetry are conducted. The renowned people who serve the society such as Army officers, Police Officers and doctors are invited as Chief Guest to hoist our National flag.

5. Republic Day: Republic Day is celebrated on 26th January to commemorate the adoption of our Indian Constitution. On this day, events include flag-hoisting, march past followed by “Constitution awareness program” for the students and staff members to get information on our duties and rights given to them by our constitution. By organizing such type of events, the institute feed the patriotism and awareness to next generation.

6. Engineer’s Day: Engineers' Day will be celebrated on 15th October every year with student's speech on "Bharath Rathna" Sir M Visvesvaraya, who was the first Engineer of our nation. On this day, competitions such as Technical Quiz, Essay writing and Elocution are conducted.

7. Homage to Jawans: The students paid their homage to CRPF Jawans who sacrificed their lives in the terrorist attack in Pulwama. The soldiers are one of the great pillars of India. They sacrifice their lives for the well being and calmness of the country.

File Description	Document
Any additional information	View Document

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

Response:

Response:

The institution maintains transparency in the financial, academic, administrative and auxiliary functions.

Systematic procedure and formats are available to access the required functions of the institution.

Financial Transparency

At the end of the academic year, HOD will prepare proposed action plan to execute the ensuing academic year. The proposed plan includes budget for the department, new labs if any to be installed, new equipments if any to be purchased or serviced, infrastructure provision and teacher's recruitment. The proposed budget will be submitted to the Principal with proper explanation and justification. Then the Principal shall discuss the same in the Governing council meeting for favour of approval. On approval from the council, purchase order will be placed by the HOD. The bill shall be submitted to the Principal after installation, demonstration, and working condition certification from the HOD along with all the necessary entries in the stock register.

Receipt of scholarship amount from the Government and payment of fee by the students are transacted through bank demand draft or online payment. Salary is credited to the staff members in their bank account.

Academic Transparency

The institution strictly follows the academic calendar which is prepared before the commencement of each semester. The academic calendar is displayed in the notice board and also posted in the Institution website. The schedule of the internal tests and various events to be conducted are mentioned in the academic calendar and will be strictly followed without any deviation.

The internal assessment marks earned by the student and attendance status are made known to the students in the student login available in the University COE web portal. The students' performances are documented in the progress report and divulged to their parents.

The complete information about the workshops, training programs, conferences, seminars, symposium, academic calendar, curriculum and syllabi, etc., are posted in the Institution website.

Administrative Transparency

Teachers' recruitment is made transparent through advertisements in website and in newspapers. Income tax, EPF, Professional tax related information are clearly sent by the office. Tuition fee for the students is collected as per the Government prescription. Information regarding scholarship, maintenance fee, BC/MBC scholarship, minority's scholarship will be informed to the students through proper circular by the Principal. The students are made known about the last date of tuition fee payment, exam fees are informed through circular and the same is informed to the parents through letter correspondence as well as through phone call.

Auxiliary functions

Students and teachers are encouraged by the management by cash awards for their research publication. Requirements in setting up of proper play grund for students were set right through Sports committee. Proper maintenance of food menu in the hostel was set right by the Internal Complaint Cell. Blood donation, saplings plantation are accomplished through social activities club. So the management is responding to all the points discussed in the committee for the welfare of the students and faculty

members.

File Description	Document
Any additional information	View Document

7.2 Best Practices

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

Response:

Best Practice-1

1. **Title of the Practice**

- Skill based training

1. **Objectives of the Practice**

- To identify various passions and skills among students
- To segregate quick learners and slow learners
- To cater the needs of the students
- To train the students in all possible aspects to be readily employable
- To make the students to get pass marks and get degree comfortably
-
- **The Context**

Students admitted in our College are heterogeneous, in which some students could grasp the lessons easily while others lag behind in their understanding the subjects. In order to treat all the students uniformly, if we start giving co-curricular aspects of training along with curriculum, the slow learners will struggle. If we revision and coaching, the quick learners may feel underestimated. So, in order to cater the needs of the students, it is mandatory to segregate students into quick learners and slow learners to given what they require. At any point of time, if a slow learner starts performing in the tests, the student may be allowed to be in quick learners' group.

The Practice

The students are segregated into quick learners and slow learners based on the results of previous end semester examination. A student failed even in one subject will be grouped in slow learners while other will be grouped in quick learners. Normally, classes gets over by 4.00 pm and the time between 4.00 pm and 5.00 pm is termed as SCC/CCA session. SCC is Special Coaching Class and CCA is Co-Curricular Activities.

SCC/CCA will be conducted on all working days between 4.00 pm and 5.00 pm. Slow learners will be one 13 marks question and two 2 marks questions to study for first half-an hour and allowed to write the

same answer as test during the next half-an hour. By this way, slow learners will be trained to study the subject little by little in each subject and paves way to get pass mark in the ensuing end semester examination, which is their primary target.

At the same time, quick learners will be assembled in a separate class room or lab, where they will be trained in aptitude, group discussion, interview practice, GATE coaching, English proficiency, Communication skills, certificate course, and other requirements of students' choice. Mostly, these sessions will be handled by students under the supervision of a faculty member. Extra-Curricular activities (ECA) such as involving in sports, games and cultural events will not come under CCA. Those talents are allowed to develop after 5.00 pm. Apart from this, in order to train the students of SCC with CCA, a special session called 'TATS' (Technical Aptitude Training Session) is incorporated in the time table itself for the benefit of the slow learners. This session will be handled by a teacher unlike CCA.

Evidence of Success

At present, students are not showing that much interest in studying. They are heavily deviated by the use of mobile phones and its social media. Parents of such students are also not forcing them to concentrate on studies. This is the main reason for their lack of interest in their studies. This mentality is gradually changed during SCC class and made them to understand the importance of studies and students has changed from adapting to studies rather being idle.

On the other hand, students who underwent CCA are trained well and could able to face society with clear mind. Now the students could fetch job in top companies like TCS, CTS, INFOSYS in the pooled off-campus drive conducted by Anna University. Evidence is that more number of our college students gets placed in off-campus interview process conducted by other colleges in recent years.

Inclusion of TATS in the regular time table has changed the slow learners to get placements in small companies, for which they are happy about that. Parents also felt happy about their son/ daughter who rose up to better position when compared to how they are when they are admitted in the first year.

Problems encountered and Resources required

The main problem encountered in implementing the SCC/CCA scheme is possibilities of demotivation among slow learners that they are separated from other. Even though faculty members explain the importance attending SCC for slow learners, still the problem persists. In order to overcome this issue, a provision is given for slow learners to move to CCA classes, if they get pass marks in all the courses in their ensuing test conducted by the exam cell.

On the other hand, the resources required to conduct CCA classes for quick learners is the availability of class rooms. Since the entire college strength is divided into two groups, there is scarcity in class rooms. But this deficiency is easily sort out by utilizing the labs and seminar halls to conduct CCA classes. In some cases, while teaching communications skills and English, instead of students, it is felt that teachers may handle such classes. So teachers have to prepare themselves to teach English and communication skills.

Notes (Optional)

The best practice that has to be implemented in our college is to train the students for placements

from their second year onwards. English proficiency and communications skills have to be imparted from the first year onwards to get the other talents easily.

Best Practice-2

Title of the Practice

1. Standard formats for all requirements

Objectives of the Practice

1. To maintain uniform format and procedure
2. To develop discipline in record maintenance
3. To inculcate the habit of following a standard procedure
4. To educate the way of creating a format for any requirement
5. To indirectly educate the practice of writing in good English

The Context

Before the introduction of standard formats for all requirements four years ago, students and faculty members submit their request letter for their various requirements in the paper torn from their notebook. The English was very poor and some times mislead their request. Similarly, faculty members prepared result analysis in different format, which cannot be understood uniformly. Considering all these difficulties of the students and faculty members, the Principal prepared standard formats for all the requirements. Most of the formats are made available in the website for easy download and also made available in the College Stationery.

The Practice

The following formats were prepared for use of students and faculty members.

1. Own Vehicle Permission letter
2. I Year Scholarship
3. Attendance Shortage intimation & Undertaking
4. Coaching Class undertaking
5. Joining Report (for staff members)
6. Job Placement Requisition
7. Industrial Visit permission letter
8. Scholarship Cancel undertaking
9. Company training Undertaking
10. Day Scholar Out Pass
11. College Bus Rules and application
12. College Hostel Rules and application
13. Hostel Out Pass
14. Progress Report-Students
15. No Dues Certificate (for staff members)
16. College Bus: Instruction to staff members
17. Security person: Instructions

18. Deputy Warden Instructions
19. House Keeping Monthly Report
20. Alumni Registration
21. T.C. Request Letter
22. Passport verification Letter
23. Education loan letter
24. Symposium/Seminar/Workshop OD letter
25. Survey Camp letter
26. Industrial Visit permission letter
27. First Generation Graduate letter
28. Fees Letter & mobile phone disaster reminder to parents
29. IQAC permission requisition
30. Result analysis format
31. Self-Appraisal Report
32. Students' feedback
33. Parents' meeting format
34. Committee format
35. Minutes of the meeting format
36. Monthly Progress Report-Faculty members
37. Teacher's profile for recruitment

Writing an official letter is an art and that should claim what is required directly in a polite manner. Our students studied their schooling in Tamil and mostly first graduates coming from rural areas. Most of the letters written by students conveys information to the higher authority rather than request for permission and most of the time the content mislead their request. If it is allowed at this stage, then they may continue the same in their career which may go wrong. In order to curtail this and to educate the way of writing letter, formats are prepared and given to students to train them in writing letter in good English. This is our first attempt and got success in that. Secondly, the information required to consider a request for approval is lacking. Hence, formats are prepared for various requirements and the details requested are preprinted. Now by answering those demand, one can easily get approval for what the student wants. For example, if a student wants college bus pass, the student need to give certain details like boarding place, address, route number, fee prescribed, fee paid, parent's acceptance etc. This is formatted in a simple application and some instructions to be followed while travelling in the college bus are given on the reverse side of the application. The second success is that our students are educated to prepare format.

Evidence of Success

The purpose of introducing various formats (nearly 37 formats) is to learn the art of writing letters to higher officials to achieve what they want and providing sufficient information for approval in a standard format. In order to achieve the said objectives, 37 formats are made available in the website for easy download and also made available in the College stationery. Now the students write request letters in good English. Even though they are copying the letter contents from the given format, the practice of writing the formatted letter again and again will enable them to write other letters in the same manner without any mistakes which was done earlier. Secondly, the contents required to consider for approval a request is also educated through various formats.

The evidence of success is that, now our students are following a uniform format and

procedure, developed the discipline of record maintenance, developed the habit of following a uniform standard procedure, learnt the way of creating a format for any requirements, and also practiced writing in good English. These evidences are clearly seen in the students while they organise symposium, workshops, various events like Independence day, Republic day, Annual day and other events.

Problems encountered and Resources required

If any new procedure is implemented in the College, it will be difficult to reach all the students and faculty members, even though circulars are sent. Though formats are available, there are few who still follow their own style neglecting the current procedure. Second thing is that formats should be always available in stationery to avoid deviation in our attempts. Particularly, teachers knowingly or unknowingly change the format which initiates deviation and finally reaches an entirely different format when compared to the original format. In such cases, pdf files are uploaded in the website instead of word file.

The resource required to create formats is the time for the Principal to create various formats. Second, system administrator is required to upload all the given formats in the suitable space in the website. Third is to ensure the availability of the formats in the stationery whenever required for the students and faculty members.

Notes (Optional)

The best practice that has to be implemented in our college is to involve in research, guiding quality students' project for possible publication, make use of funding agencies like Institute of Engineers (IE-I), Tamil Nadu State Council for Science and Technology (TNSCST) for getting funds to do students projects. Faculty members should undergo courses from NPTEL and also encourage students to do so

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

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

Response:

Response:

Indra Ganesan College of Engineering (IGCE) was established in the year 2008 with a noble vision of providing higher education in the field of Engineering for the students' community, especially from the rural areas. From the inception, our College is experiencing vertical growth every year and hence we could

achieve 39th academic rank out of 570 Engineering Colleges in Tamil Nadu in Nov 2016 Anna University examination. Every year, we could able to achieve job placements for more than 80% of our students and hence achieved good reputation from our students and their parents. As our next milestone, we have received Permanent Affiliation from Anna University on 11-01-2020, which elevated our College for its proficiency to a newer height.

Our college is surrounded by many villages like Manikandam, Nagamangalam, Mekudi, kallikudi, Panjappur, Esanapatti, Paganur and Pungudi. Most of the students are admitted from the villages mentioned above. Those students are economically backward, studied in Tamil medium, first graduate student, and most importantly not having that much of interest in studies and have not realized the glory of studies. Students of such category are admitted in our college, for whom we have to start teaching from the scratch, the main problem is teaching English. Since, the students have studied their schooling in Tamil medium, they are feel very difficult to handle English for understanding, reading and writing. This is the situation when a student enters our college and their parents greatly believe in us that we have to bring them up.

After four years of study in IGCE, many parents of our alumni expressed that they never thought that their son could successfully complete his degree within four years and also hold a job order. The average pass percentage of final year students eligible to get their degree is 75%.

Our **"Strategy of Coaching"** is the one area distinctive to our vision, priority and thrust that was highly appreciated by our students and parents.

The following strategies of coaching brought us laurels to our college in many ways:

1. **Bridge Course:** The bridge course is an orientation programme conducted in the name "SPARK" (Students' Programme to Achieve Remarkable Knowledge). The schedule includes eminent person handling sessions on English proficiency, Communication skills, Attitude, Health and Hygiene, awareness on law, Fire & Safety, Police rules, Anti-Ragging, Scholarship details, Banking loan details, developing memory, Motivation to study, and importance of studies.
2. **Teaching English:** Apart from a course on English in regular curriculum, spoken English is handled by resource person from reputed learning centre during the last period on daily basis.
3. **On-The-Go English:** Teachers handling first period in a day are insisted to mention one simple English word and its meaning in Tamil language will be disclosed. Then a sentence will be uttered using the same word to ensure the students understood the usage of that word. Moreover, students are also welcomed to say a different sentence to be familiar with that word.
4. **Speech Competition:** Almost all the students of I Year will be encouraged to participate in various events planned for Independence Day and Republic Day celebration. Some will participate in march past, speech about national leaders, singing patriotic song, martial arts. Master of ceremony will be done by the students.
5. **Industrial Visits:** All the students from II year onwards are allowed to visit industry at least once in a year to understand the industrial scenario and create interest in working in such industries. Worth mentioning industries are ISRO, HAL, Doordarshan Kendra, and TNEB.
6. **Workshops/ Seminars:** Students are normally encouraged to attend workshops conducted by other colleges to develop their technical knowledge, observe presentation and communication skills and they are insisted to present the same to their classmates later as a practice to develop their own skills.
7. **SCC/ CCA:** Special Coaching Class for Slow learners and Co-Curricular Activities for quick

learners is another highly successful initiative taken by our college.

8. **Coaching before any test:** This strategy of giving coaching to the students before every exam was observed very successful. For Unit test, 9.15 to 11.00 – coaching, then 11.15 to 12.45 exam, 01.30 to 03.15 coaching and then 03.30 to 05.00 exam. For model exam, 09.15 to 12.45 – coaching and then 2.00 to 5.00pm exam. During coaching, respective subject handling teacher will be fully available with the students.
9. **No Study holiday:** Study holidays will not be given before University exams, as the students may get deviated from studies by using mobile phones. So vigorous coaching will be given even on the day and the day before the exam to make our students successful in their exams.
10. **Coaching for arrears:** Coaching is given even for arrear papers especially mathematics during the days in between University exams. Teachers also coaches the students having arrears during the working Saturdays for faculty members.
11. **Weekly attendance:** Weekly attendance status is updated to the students on every Monday and their signature is also obtained for confirmation. An undertaking will be obtained from the parents for the students having less than 75% of attendance. This initiative avoids lack of attendance every semester.
12. **Zero Malpractice:** Our College has recorded zero malpractice in the past 6 semester exams. This is possible because of the introduction internal squad duty practiced even for our unit and model exam, where lady and gent faculty members will check the students free from carrying incriminating materials to the exam hall.
13. **Successful Exam – the key for it:** A power point presentation describing the exam hall, hall plan, seating arrangements, question pattern, neat presentation, time management, Dos & Donts on exam day, exam myths, Exam related stationery, On time for exam, Exam stress, Over night preparation, full preparation, tips to write 2 marks and 13 marks answers, exam booklet, Importance of revision, Physical exercises, food on exam days, Safe travel, Malpractices and its consequences, All pass and its benefits, arrears and its effects are very clearly explained to the I Year students every year by the Principal.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

- Permanent affiliation is obtained from Anna Univeristy for five out of nine degree programmes
- Computer Science and Engineering is recorgnised as "Reseach Centre" by Anna University
- Received IPR award from Anna University in 2017
- Consisitent in producing rank holders in Anna University exams
- Quick and easy access to college from Trichy Bus stand, Railway station and Airport.
- College is pollution free zone and situated in natural environment
- Good reputation from students and parents and familiar to the public.
- We strongly believe in real time application based teaching.
- Special attention given for quick learners and slow learners.
- Systematic procedures and formats are available for all the requirements of students and faculty members.
- Students are developed for all round performance and to be versatile.
- Mentor system is effectively practiced.
- Eco-friendly environment and Green campus maintenance
- Students are developed with ethical and moral values to cater the needs of the society.
- Students are educated to be patriotic by organizing activities during National festivals.
- Global warming cut down initiatives such as rainwater harvesting, waste management and green practices etc. are well implemented.
- Faculty members are encouraged to equip themselves through participation in FDP, Seminar, Workshops etc.
- Students' capability enhancement schemes such as value added courses, soft skill development, placement training etc. are conducted every year.
- Remote access to online e-journals, e-books are made available to all the students and faculty members.
- You tube channels are started by all the departments where all the teachers have uploaded their lecture sessions.
- Code of ethics hand book for students, teachers and support staff are framed and practiced.
- POs, PEOs, COs are communicated to all the students in the beginning of every semester.

Concluding Remarks :

Indra Ganesan College of Engineering has a significant contribution towards the development in the field of Engineering and Technology with great emphasis on quality education, innovations in teaching methodologies, excellent infrastructure facilities that provide the students the best opportunities for their career development.

We strongly believe that **Change is the only thing which never changes**. Being a ten year old institution, we would like to develop ourselves to high standards and perform like reputed institution. Permamnet affiliation, autonomous status and becomoing deemed University are all our dreams. All these dreams are justified to do good for the students community and to serve the nation with good citizen having technical knowledge to change the world.

Future plans:

- To develop ourselves to obtain autonomous status.
- To strengthen industry-academia collaboration through more functional MoUs with reputed Industries.
- To conduct International conference every year with an objective to share professional knowledge, experience, research outcomes with peer members of other institutions.
- To establish recognized Research centre for every department.
- To strengthen alumni association by arranging more alumni meet

NAAC

6.ANNEXURE

1.Metrics Level Deviations

<table>
<tr><th>Metric ID</th><th>Sub Questions and Answers before and after DVV Verification</th></tr>
<tr><td>1.2.1</td><td>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

1.2.1.1. How many new courses are introduced within the last five years
Answer before DVV Verification : 575
Answer after DVV Verification: 481

Remark : Revised as per the newly attached document.</td></tr>
<tr><td>1.2.3</td><td>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years
Answer before DVV Verification:
<table>
<tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr>
<tr><td>620</td><td>799</td><td>705</td><td>699</td><td>660</td></tr>
</table>
Answer After DVV Verification :
<table>
<tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr>
<tr><td>663</td><td>702</td><td>756</td><td>786</td><td>649</td></tr>
</table></td></tr>
<tr><td>1.4.1</td><td>Structured feedback received from

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
Answer before DVV Verification : A.Any 4 of the above
Answer After DVV Verification: A.Any 4 of the above</td></tr>
<tr><td>1.4.2</td><td>Feedback processes of the institution may be classified as follows:

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website
Answer After DVV Verification: B. Feedback collected, analysed and action has been taken</td></tr>
<tr><td>2.1.3</td><td>Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years
Answer before DVV Verification:
<table>
<tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr>
</table></td></tr>
</table>

116	120	160	224	238

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
116	119	153	221	234

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

2.3.3.1. Number of mentors
Answer before DVV Verification : 51
Answer after DVV Verification: 48

Remark : As clarified by the HEI.

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	11	10	06	06

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	10	06	05

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

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	3	1	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	0	0

Remark : Revised on the basis of valid award letters fulfilling the metric requirement.

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

five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
00	01	01	01	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	01	01	01	01

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

3.3.3.1. How many Ph.Ds awarded within last five years

Answer before DVV Verification : 11

Answer after DVV Verification: 11

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

Answer before DVV Verification : 04

Answer after DVV Verification: 02

Remark : Revised as per the attached recognized guideship letters.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
20	24	48	39	09

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11	08	10	19	05

Remark : Revised considering the UGC approved journals only which are available in the list of UGC journals.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12	08	06	04	03

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
04	06	04	04	02

Remark : Revised according to the newly attached supporting document.

3.5.1

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
21	33	15	15	13

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
24	34	17	12	10

4.1.3

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 37

Answer after DVV Verification: 27

Remark : Revised counting the photographs of the same classrooms only once.

4.1.4

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
45	32	19	30	54

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
25.32	24.21	11.46	15.24	43.54

Remark : Considered only building maintenance. Lab maintenance and Vehicle maintenance not considered.

5.1.2

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
181	197	188	146	125

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Neither sanction letter nor copies of certificates of freeships, scholarships provided by various agencies are attached.

6.3.4

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
91	93	101	103	96

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
50	36	52	30	35

Remark : Revised as per the attached document

7.1.8

Average percentage expenditure on green initiatives and waste management excluding salary

component during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7.59	5.50	4.50	1.50	1.50

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5.65	5.50	4.50	1.50	1.50

Remark : Revised as per the attached audited statement.

7.1.9

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

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

Answer before DVV Verification : B. At least 6 of the above
Answer After DVV Verification: B. At least 6 of the above

7.1.10

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
08	13	08	05	05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	2	1	2

Remark : Revised as per the attached document

7.1.11

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
07	12	09	06	06

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	2	2	2

Remark : Revised as per the attached document.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 749 Answer after DVV Verification : 581
2.1	Number of students year-wise during the last five years Answer before DVV Verification: 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 843 | 1045 | 1085 | 1208 | 1239 Answer After DVV Verification: 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 887 | 1052 | 1066 | 1193 | 1243
2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years Answer before DVV Verification: 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 296 | 335 | 378 | 378 | 378 Answer After DVV Verification: 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 205 | 232 | 259 | 262 | 262
2.3	Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
326	368	245	374	330

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
363	375	270	381	328

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
105	141	139	137	116

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
105	140	139	137	116

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
105	141	139	137	116

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
105	140	139	137	116

4.1 Total number of classrooms and seminar halls
Answer before DVV Verification : 47
Answer after DVV Verification : 27