



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr.P.Rajendran
Phone no/Alternate Phone no.	04222687877
Mobile no.	9843232403
Registered Email	rajenmce@yahoo.co.in
Alternate Email	vrsivakct@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://rvscet.ac.in/pdf/AOAR_3_2018_2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://rvscet.ac.in/pdf/RVSCETCalendar2019-20.pdf

5. Accrediation Details

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

6. Date of Establishment of IQAC	02-Jul-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on Design	10-Jan-2020	56

Thinking and Innovation	1
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Not Available	Not Available	Not Available	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

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

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

Plan of Action	Achivements/Outcomes
Enhance Infrastructure on ICT enabled	Smart Class Rooms implementation
Regular monitoring of the Academic Process	Improved student quality
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Name of Statutory Body</td> <td style="width: 50%; text-align: center;">Meeting Date</td> </tr> <tr> <td style="text-align: center;">Governing council</td> <td style="text-align: center;">17-Aug-2019</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing council	17-Aug-2019
Name of Statutory Body	Meeting Date				
Governing council	17-Aug-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	31-Jan-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>INSPROPLUS The Institutional automation (INSPROPlus) has been designated with the objective of storing and providing all the necessary information based on the requirements of the Management, Principal, HoD's, Class Advisors, Mentors, Students and Parents. A separate dedicated team of staff members are working for the automation related activities. The important features of the system are</p> <ul style="list-style-type: none"> i. Students Management System <ul style="list-style-type: none"> • Student's Personal Data The student's profile such as Name, Name of the parents, Date of birth, Address, Photo, Blood group etc., are collected at the time of admission. • Student's Academic Performance The course registered, attendance, marks scored in the internal assessment tests, model examination and the end semester examination result are also made available. ii. Faculty Management System <ul style="list-style-type: none"> • Faculty personal profile The staff's profile such as Name, Designation, Qualification, Date of Birth, Address, Photo, Blood Group etc., is added as a joining procedure. • Faculty time table The academic workload/time table of all the staff members are made available. • Faculty leave particulars Leave particular such as date, category (Casual 				

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

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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

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

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BE	CSE	03/06/2019
BE	EEE	03/06/2019
BE	ECE	03/06/2019
BE	MECHANICAL	03/06/2019
BE	PCE	03/06/2019
ME	CSE	03/06/2019
ME	CS	03/06/2019
ME	EST	03/06/2019
ME	THERMAL	03/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Web page design and development	15/07/2019	40
Hands on training in Embedded C	16/12/2019	59

Arduino programming for beginners	13/08/2019	25
Refrigeration and Airconditioning	01/08/2019	30
Verbal Ability	21/08/2019	30
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BE	CSE	92
BE	EEE	63
BE	ECE	60
BE	MECHANICAL	92
BE	PCE	33
ME	Thermal	10
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

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

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

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BE	Computer Science and Engineering	60	30	30
BE	Electrical and Electronics Engineering	60	16	16
BE	Electronics and Communication Engineering	60	18	18
BE	Mechanical Engineering	60	25	25
BE	Petro Chemical Engineering	60	30	30
ME	Communication Systems	14	Nill	Nill
ME	Computer Science and Engineering	18	Nill	Nill
ME	Thermal Engineering	18	Nill	Nill
ME	Embedded System Technology	Nill	Nill	Nill

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	119	Nil	68	4	6

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
78	78	8	17	6	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

A teaching faculty is assigned as a mentor to a group of 15 students. Mentor records the academic and non-academic details of their assigned students in a student record provided by IQAC. The major role of a mentor is to monitor their mentees on a daily basis. The same is recorded and updated in the student's record. The collected data are analyzed and the mentees are counseled or encouraged accordingly. A weekly consolidated report is submitted to the IQAC by a mentor that consists of the mentees' result analysis. IQAC carries the audit on a weekly basis about the work carried out by the Mentor. Auditing reports are generated and examined by the IQAC director with the concerned HoD.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
879	78	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
82	78	4	21	17

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	SUGANTHI B	Assistant Professor	NPTEL - IITM
2019	MOHANA KANNAN L	Assistant Professor	NPTEL - IITM
2019	S.S.Sivaraju	Professor	Assumption University of

[View File](#)**2.5 – Evaluation Process and Reforms**

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BE	104	III,V,VII / 2018-19	10/04/2019	05/06/2019

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

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

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

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

2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
438	ME	Electrical drives and Embedded control	1	1	100
403	ME	Communication Systems	3	3	100
431	ME	Embedded System Technology	3	3	100
104	BE	Computer Science and Engineering	31	30	97
105	BE	Electrical and electronics Engineering	20	16	80
106	BE	Electronics and Communication Engineering	53	45	85
114	BE	Mechanical Engineering	92	58	63
139	BE	Petro Chemical Engineering	29	20	69
405	ME	Computer Science and Engineering	1	1	100
414	ME	Thermal Engineering	10	10	100
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2.7 – Student Satisfaction Survey

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

https://www.rvscet.ac.in/pdf/Student_Satisfaction_Survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	180	Tamilnadu state council for Science and Technology	0.07	0.07
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar On Effective Project Proposal writing	ECE	23/09/2019
Seminar on "Entrepreneurship Development"	PCE	20/08/2019
One Day Research seminar on Innovative Teaching and Research Methodologies	SH	01/10/2019
Workshop on Design Thinking and Innovation	CSE	10/01/2020

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

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

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Science and Humanities	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Science and Engineering	2	1.7
International	Electrical and Electronics Engineering	4	2.3
International	Electronics and Communication Engineering	7	1.6
International	Petrochemical Engineering	4	3.1

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

Department	Number of Publication
Computer Science and Engineering	1
Petrochemical Engineering	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Combining statistical models using modified spectral subtraction method for embedded system	M. Rajesh V.R. Balaji	Microprocessors and Microsystems	Nil	2	RVS College of Engineering and Technology	8

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	20	Nil	Nil
Presented papers	1	Nil	Nil	Nil

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Contribution to Indian Association	Community Service Cell	28	220

for blind			
Republic day celebration at Village Govt School	Community Service Cell	4	27
Temple Cleaning	Community Service Cell	4	24
Training for NMMS Test (Govt School, Sulur)	Community Service Cell	2	14
Contribution of Spalings at free of cost	Community Service Cell	35	438
Independence Day Celebration (Tree Plantation)	Community Service Cell	5	48
Tree Plantation	Community Service Cell	6	32
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Camp arranged by Indian Association for the Blind at Coimbatore	Award for Voluntary Contribution	Indian Association for the Blind	220
Republic day Celebration in Government School	Appreciation for the contibution in school by school Head Master	Government school	27
Temple cleaning	Appreciation for Voluntary Contribution	Ponmalai andaver turst	24
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS	Community Service Cell	Contribution to Indian association for blind	28	220
NSS	Community Service Cell	Republic day celebration at Village Govt School	4	27
NSS	Community Service Cell	Temple cleaning	4	24

NSS	Community Service Cell	Training for NMMS Test (Govt School , Sulur)	2	14
NSS	Community Service Cell	Contribution of saplings at free of cost	35	438
NSS	Community Service Cell	Independence day celebration(Tree plantation)	5	48
NSS	Community Service Cell	Tree plantation	6	32

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Internship	Sarang K	Self	7

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
To conduct Value added courses for the students and for the faculties to learn recent software tools.	MOU	Elysium Academy , 76A/1 Srinagar Backside, Peelamedu, Hope College, Coimbatore, Tamil Nadu 641004, 075488 88764	12/02/2020	30/06/2020	28
To provide internship training on Three Phase Induction Motor and its Design	MOU	SAMSON INDUSTRIES, sulu r, Coimbatore	18/11/2019	30/06/2020	0

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
SAMSON INDUSTRIES, sulur, Coimbatore	18/11/2019	To provide internship training on Three Phase Induction Motor and its Design	Nill
Elysium Academy , 76A/1 Srinagar Backside, Peelamedu, Hope College, Coimbatore, Tamil Nadu 641004, 075488 88764	12/02/2020	To conduct Value added courses for the students and for the faculties to learn recent software tools.	28
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
45.26	42.7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Classrooms with LCD facilities	Newly Added
Laboratories	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
AUTOLIB	Fully	2020.1	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23508	8609251	1090	318232	24598	8927483
Reference Books	1371	900934	Nill	Nill	1371	900934
Journals	Nill	Nill	120	429915	120	429915
e- Journals	Nill	Nill	1	206593	1	206593
Digital	Nill	Nill	1	19470	1	19470

Database						
CD & Video	3116	Nil	31	Nil	3147	Nil
Library Automation	1	55000	Nil	20650	1	75650
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	933	11	1	1	1	1	10	40	0
Added	0	0	1	0	0	0	0	35	0
Total	933	11	2	1	1	1	10	75	0

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

75 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
88.36	84.16	45.04	42.9

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

The institution has an excellent infrastructure and required equipment, which are maintained regularly by the maintenance department. The maintenance department maintains the academic and non-academic related equipment in the institution. The academic activities include the maintenance of the classrooms, library, laboratories, computers and sports complex. The maintenance policy of the institution is given below. Policy for Campus Maintenance Maintenance of Existing Equipment: 1. Identify the requirement for the Maintenance /

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

<http://rvscet.ac.in/pdf/policy&procedure.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional Merit Scholarship	79	1863500
Financial Support from Other Sources			
a) National	Community Scholarship,FG and PMSS	638	34060750
b)International	Nil	Nil	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Orientation Awareness in Security Program (Life Skill)	06/09/2019	123	Dept of CSE, RVSCET
Soft Skill and Communication Skill Training	15/07/2019	636	Placement and Training Cell
Quick Fix Yoga (Life Skill -Yoga)	21/06/2019	80	Sri Ramachandra Mission, Coimbatore
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career in Uniform Services	485	Nil	Nil	Nil
2019	Software Industries Expectation from Students	Nil	57	Nil	Nil
Nil	Job Opportunities in Automation Production	Nil	62	Nil	Nil
2020	GATE Awareness Program	84	Nil	Nil	1
2020	Latest Technology in Smart Industries	Nil	55	Nil	Nil
2020	How to Improve Focus on Studies	Nil	134	Nil	Nil
2020	How to Stop Procrastination	Nil	80	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

		redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
13	367	81	3	27	4
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	B.E.	Mechanical Engineering	VIT, Vellur	Master of Technology
2020	1	B.E.	Electronics and Communication Engineering	MIT, Chennai	Master of Engineering
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1
View File	

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

Activity	Level	Number of Participants
Onam Celebration	Institution	350
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Karate	National	4	Nil	712817104021	M. Mahalakshmi
2019	Power Lifting- Third place	National	1	Nil	712816114049	K. Lingeswaran
2019	Kho- Kho	National	1	Nil	71281810	K.

					6034	Naveen prasanth
2020	I place	National	Nil	2	71281813 9025	G. Sakrateesh
2020	Karate	National	3	Nil	71281710 4021	M. Mahal akshmi

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

The governance of RVSCET always includes the stakeholders and their participation in decision making which is a practice of the management. The students are engaged in every activity to improve communication and acquire administrative skills. RVSCET has a student council, a representative structure mentored by IQAC director. The following members are the part of the council. Chairman of the Council: IQAC Director Sl.No. Designation Appropriate Student (Any One) 1 President of the council Final Year Student 2 Vice President of the council Third Year Student 3 Secretary of the Council Third Year Student 4 Member - Academics Final Year Student 5 Member-Women Empowerment Cell II, III IV Year Female Student 6 Member- Community Engagement Final Year Student 7 Member - Seminar/Workshop II, III IV Year Student 8 Member - Student Symposium II, III IV Year Student 9 Member - Conference II, III IV Year Student 10 Member -Hostel Mess Third Year Hostel Student 11 Member-Community Service Cell Third Year Student 12 Member-Anti-ragging Committee Second Year Student 13 Member-R D Committee Final Year Student 14 Member - Cultural Third Year Student 15 Member - Sports Third Year Student The students have been empowered to organize events through various committee and to take part in curricular, co- curricular and extra -curricular activities. Curricularactivities: All the class committee have faculty, HoD and students of meritorious and slowlearners as the members.Class Committee Meetings (CCM) are conducted at least twice in each semester. The Class Committee discusses the performance of students in learning process and the need of support services to the students. The Class Committee also discusses the feedback for the respective course. Co-curricularactivities: Co-curricular activities are carried out along with academic studies to help students to develop problem-solving, analysis, critical thinking, creative thinking, communication and collaborative abilities. Typically, co-curricular activities are carried out outside the normal classrooms as supplement academic curriculum and helps in learning process. Moreover, participation helps students in emotional development, social skill development and overall personality development. Extra-curricularactivities: Based on the institutional calendar National Teachers Day is organizedby the students every year to honor teachers.They celebrate with organizing cultural programs and intra-faculty sports competitions. Founder’s Day is celebrated every year in the name “MuthamizhVizha” with various cultural and sports events.Our institution also encourages group volunteerism through CG cell to develop social awareness to realize the responsibilities of a citizen, as well as a good human being during disaster situations. Students provide their feedback through student council, to inform the administration about the need of further improvement for the betterment of student community. The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and confidence.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

RVSCET Alumni Association Reg. No: 148/2014 was formed and registered in the year 2014. It is mentored by the Principal of RVSCET. The Alumni association provides an interface to share knowledge and experience between alumni and stakeholders. The structure of the alumni association is shown in table. Sl.No. Designation 1. President 2. Vice President 3. Secretary 4. Joint Secretary 5. Treasurer 6. Executive Committee Members Alumni General Body Meeting is conducted once in three years to elect the executive committee members and office bearers. There were three General Body Meetings conducted in the year 2014, 2017 and 2020 respectively. The Executive Committee Meeting is conducted every year to discuss about the contribution of association for the development of institution. The alumni are voluntarily to be resource persons for guest lectures and seminars in various titles to improve the student knowledge. In the year 2015-2016, 6 guest lectures and 4 seminars were conducted by inviting the alumni as resource persons to share their experience. In the year 2016-2017, 7 guest lectures and 3 seminars were conducted by alumni association. In 2017-2018, 5 guest lectures and 5 seminars were conducted by alumni association. In 2018-2019, 4 guest lectures and 7 seminars were conducted by alumni association. In 2019-2020, 5 guest lectures and 4 seminars were conducted by alumni association. In addition, our alumni motivate the students to crack the competitive exams and improve the communication skills in order to build their confidence. Alumni contribution is improved by donated books to the library. They also facilitate in placements activities such as arranging interviews for our students.

5.4.2 – No. of enrolled Alumni:

243

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

In 2019-2020, 5 guest lectures and 4 seminars were conducted by alumni association. In addition, our alumni motivate the students to crack the competitive exams and improve the communication skills in order to build their confidence. Alumni contribution is improved by donated books to the library. They also facilitate in placements activities such as arranging interviews for our students. Annual Alumni meet is conducted.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institution follows decentralization and participative management of its academic and administrative activities at all levels. Decentralization leads the staffs participation with responsibilities and accountability. The Examination Cell and placement are explained as a case study showing the effective leadership visible in institutional practices 1. Examination Cell. The Controller of Examination (CoE) is the direct responsible person for the functioning of this autonomic body. Under his leadership a participative committee is formed for the effective functioning of the examination cell. ? A teaching faculty member in Professor Cadre with a minimum of 12 years of experience can be appointed as a Controller of Examination (CoE). The Controller of Examination • Leads the Examination cell. • Takes decisions independently and directly reports the Head of the Institution. • Is the authorized person to conduct University theory and practical examination as per the guidelines given by the affiliated university. • Coordinates with the

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

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

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Conduct Value Added course regarding feedback on curriculum. Enrich the curriculum by adding content beyond the syllabus.
Industry Interaction / Collaboration	Enhance the students - industry interaction by signing MoU with respective domain-based industries through training, internship and projects. Support the faculty members in their research work.
Research and Development	Encourage the students to do mini-project before their final year project work. Motivate the students to present their paper and participate in technical Symposium and Conferences. Encourage the students and faculty members to participate in IIT-PALs related activities and RVS Innovation

	and Incubation cell. Conduct workshops and seminars with industry experts.
Teaching and Learning	Adapt modern technology in Teaching learning processes Establishment of ICT enabled class rooms

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

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

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	R.Thenmalar	International Conference on Emerging Trends in Engineering and Management	NA	450
2020	Dr.K.Kalaivani	FDP- Importance of Association with Professional societies for outcome based Education	NA	500
2020	Dr.T.Srinivasan	FDP -Project Proposal for funding agencies	NA	500

		preparation and submission protocol.		
2019	C.Sathya	FDP -Teaching English for Specific Purposes Science and Technology	NA	500
2019	K.Deepa Rajashree	FDP -Teaching English for Specific Purposes Science and Technology	NA	500
2019	L.Mohanakannan	NPTEL - Basic Electric Circuits	NA	500
2019	B.Suganthi	NPTEL - Switching Circuits and Logic Design	NA	500
2019	Dr.S.S.Sivaraju	International Conference on Cutting Edge Technologies in Power Conversion and Industrial Drives	NA	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	First aid and safety measures	15/07/2019	15/07/2019	Nil	19
2019	Nil	Stress free effective working	06/09/2019	06/09/2019	Nil	22
2020	Workshop on Arduino	Nil	08/02/2020	08/02/2020	Nil	11
2020	Research Methodology how to	Nil	10/02/2020	10/02/2020	Nil	45

do
effective
Research

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Recent Challenges and Issues in Biomedical Signal Processing	1	23/09/2019	28/09/2019	6

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	9	3	3

6.3.5 – Welfare schemes for

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

6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
RVSCET	5800	To Support Faculty Member to attend Conference and Workshop
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	PS Quality Certifications	Yes	RVSCET - IQAC
Administrative	Yes	PS Quality Certifications	Yes	RVSCET - IQAC

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

Monitoring performance of students Framing mechanism for supporting slow learners Regular monitoring of attendance and corrective action
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6.5.3 – Development programmes for support staff (at least three)

First aid and safety measures Stress free effective working

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

1. Innovation Incubation cell 2. IIT - PALS 3. MoU with Industry interaction 4. Approved Research center by Anna University 5. Implementation of ICT enabled smart class with for effective teaching learning process.
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	First aid and safety measures	12/07/2019	15/07/2019	15/07/2019	19
2019	Stress free effective working	04/09/2019	06/09/2019	06/09/2019	22
2020	Workshop on Arduino	06/02/2020	08/02/2020	08/02/2020	11
2020	Research	06/02/2020	10/02/2020	10/02/2020	45

Methodology
how to do
effective
Research

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Group discussion-gender equity	09/09/2019	09/09/2019	22	17

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

Percentage of power requirement of the University met by the renewable energy sources

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

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	05/06/2019	1	Tree plantation	For Green Campus	32
2019	1	1	22/09/2019	1	Training for NMMS Test (Govt School , Sulur)	To Help Government Students	14
2020	1	1	08/02/2020	1	Contrib	To Help	220

		020	ution to Indian as sociation for blind	Visually Challenge d Persons
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct hand book	19/06/2019	Annual awareness program for teachers. Teacher as a Role Model. Annual awareness program for non teaching and administrative staff. Mental Health and working relationship Annual awareness program for students. Impact on tobacco and Alcohol

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International yoga Day-Quick Fix Yoga	21/06/2019	21/06/2019	80
View File			

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

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

7.2.1 – Describe at least two institutional best practices

<p>Title of the Practice: Mentor -Mentee System</p> <p>1.Objectives of the Practice: The Mentor-Mentee system is implemented in the Institution for the betterment of the students. It is functioning with the objective</p> <ul style="list-style-type: none"> • To bridge the gap between the teachers and the students • To guide students on both educational and personal aspects. <p>The Mechanism of the mentor-mentee system is</p> <ul style="list-style-type: none"> • To maintain personal details of the students including their address, contact numbers, overall academic performance and progress. It will help the mentor in monitoring the academic growth of the students. • To advise the students regarding choice of electives, projects, summer training, etc. • To counsel and motivate the students in all academic matters-direct or indirect. • To guide the students in taking up extra academic and professional activities for value addition as a member of the society. • To contact the parents/guardians of the students in case of their academic irregularities, behavioral changes, etc, through the Head of the Department or Institution. • To advise the students in matters of their career. <p>3.The Context: A teaching faculty member is assigned as a mentor for a group of 15 students in a class. First-year students are allotted to mentor from the Department of Science Humanities. From the second year onwards students are allotted to mentor from their parental department. So the faculty continues to be a mentor for the same group of students till their graduation.</p> <p>4.The Practice: The Institution has established a system of</p>

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

5. Evidence of Success: Due to the effective Mentoring practiced by the faculty members there has been a remarkable improvement in the overall performance of the students. In course of the structured direct communication between Mentor and Mentee, there is a good improvement in the teacher-student relationship. The attendance of the students increased considerably and the retention of the student is maintained. This methodology sustained in attaining a better academic performance. The scheme aims to address the conflicts in terms of attitude, habitual and knowledge of the students towards their learning practices

6. Problems Encountered and Resources Required: Students pursuing their under-graduation course lacked proper guidance in selecting a correct decision path to achieve their goals. This is overcome by the mentoring system which is incorporated to motivate the students on their career path. Initially Mentor and Mentee found difficulties in adopting and understanding the system (include the hesitating point in it). To overcome is, several meetings are conducted with the Head of the Department and IQAC. Students feel some hesitation to share their information with their teacher. A regular mentor mentee meeting is arranged to establish a trusting relationship with accountability and responsibility. Teaching- Learning and Evaluation as Best Practice Objective Teaching is a science and Teacher has to adapt to various teaching environment by using different methodology and techniques to teach effectively to the learners. Should be concise and clear with outcomes. ? Should specify knowledge, skills and attitudes ? Should help to clarify, organize and prioritize learning. ? Should help the teacher and students to evaluate their progress ? Should give confidence to them to take responsibility for their learning. Context Industry expects precisely the ability of applying engineering concepts in solving problems and developing new tools. Understanding and applying the basic concepts of Engineering and Technology is very important for an engineering graduate. Hence the institution focuses on framework, or environment, in which technical knowledge and skills are learned. The culture of education, the skills we teach, and the attitudes we convey should indicate the role of engineers render their service to the society. Practice ? The institution is affiliated to Anna University, Chennai. So, the process of teaching-learning and evaluation is in complying with the regulations of the University. The curriculum and syllabus, schedule are followed as per the guideline of the university. The Head of the Department allot the subjects for the faculty based on their willingness and area of

expertise. ? The softcopy of the academic calendar is distributed to the students individually and hard copy is kept in the Library and Department office for their reference ? The lesson plan and question bank are prepared based on the syllabus provided by the University and approved by the HoD which are circulated to the students, by the individual faculty for their allotted subject. ? The faculty is provided with subject log book, in which the student's attendance and internal marks are entered. Also, the portions covered in each lecture hour is entered by the faculty which is verified by HoD periodically. ? Three internal tests and one model exam are planned for every semester as per academic calendar. Based on the academic calendar, Controller of Examination (COE) cell prepares the timetable for the test/exam and circulate it to the faculty members and the students one week before of the commencement of the test/exam. ? Regular reading after understanding the concepts helps in embedding the knowledge of basics in students mind. Motivating the students to this habit and evaluating the benefits helps the students in a long way. With this view regular class tests have been designed. ? In each subject after every six periods of teaching, one hour test is conducted as GMT (Good Morning Test) in the first period of every working day. It helps the students to prepare, remember and practice well for their examinations. ? Course Outcomes (CO) statements are defined for every course by considering the course content and competencies gained by the students through the course. ? The attainment of Course Outcomes (COs) is calculated with the help of performance in Internal Tests, Model Examination, Assignments, Seminars, End Semester University examinations and Course Exit Surveys. The assessment tools and processes used for measuring the attainment of each of the POs and PSOs are defined at the end of every semester the Course Outcome attainments for all the courses undergone by a particular batch of students is calculated. ? At the end of the programme, PO and PSO attainment levels for a particular batch are obtained which is an indicator of the outcome of the Course. Evidence of success ? The outcome is visible in their academic performance in end semester university examinations. ? Students are motivated to participate in technical events like paper presentations, software contests, code debugging, etc. and won many prizes at inter-college and intra-college levels. ? They are encouraged to do mini-projects and additional design experiments in the laboratory classes which create interest to participate in project contests and doing industrial projects. ? Due to the interest created, our students have received funds from funding agencies like Tamilnadu State Council for Science and Technology (TNSCST) and won cash prize in project competition conducted by Pan IIT Leadership Series (PALS), IIT-Madras. ? The outcome of the project is presented in national/international conferences and journals. Problems encountered and resources required Slow learners ? Special care is taken for the slow learners by conducting evening coaching classes, tutorial classes and assignments. To achieve better course outcomes, previous year question papers and question bank are prepared for all the courses and distributed to the slow learners well in advance. ? During laboratory classes and project works, slow learners are grouped with advanced learners for enabling peer learning. The slow learners are grouped with advanced learners for presenting papers in national/international conferences. The students are counseled by the mentor to help them in solving personal and academic difficulties. These approaches improve the internal tests and university exam results.

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

<http://rvscet.ac.in/pdf/Best-Practice-I.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and

Unique System of Enhancing support to the Deserving Students To remove the economic barrier of economically challenged students through :

- Providing quality education to economic barrier student and challenged sector students to fulfill their needs.
- Providing fees concession under economically challenged students.
- Providing study material prepared by experts.
- Training the students in the fields of soft skills, communication skills, interpersonal skills and preparing them to face interviews and get better placement.
- Involving the students' from first year to final year to understand the importance of career building, industrial jobs and entrepreneurship.
- Encouraging the student participation in PALS activities without any charge.

Most of the students have come from the rural, pastoral background and other states. It is seen that more than 60 of the students belong to the reserve category and there is a void between their economic and education. Economical gap is carefully taken into account by the management in terms of providing fees waiver to those students. The communication skill classes are conducted from the first year onwards. A separate hour is allotted in the academic time table itself. A structured syllabus is framed, organized and executed in a systematically. The various programs conducted by the Institution have promoted the students towards communication skills and soft-skills. This placement-oriented skill development training helps them to cross their boundaries. The Institution has given general awareness in every aspect of their life and how to lead them in a better way. The students who persevere themselves to study should be given the opportunity to become graduates. Mostly, students who are capable of obtaining a degree are usually hold back because of their financial difficulties. E-Journals/Magazines are provided in the library to know about new technologies and research trends. Eminent speakers from industry and prestigious academic Institutions are invited for delivering guest lectures on the latest technologies. Every department conducts technical events through their clubs/associations on current trends technologies to improve the technical knowledge of the students. The Institution organizes various co-curricular and extra-curricular activities through department activities for enabling 360 degrees development. The Institution has a tie-up with PALS (IIT alumni association), Chennai. IIT PALS came out with various student enrichment programs like industry visits, project expo and internship programs. The students had direct interaction with IIT alumni to enhance their knowledge in their respective domains. These programs changed their outlook and their perception which helped them to overcome their hurdles. Apart from the placement training and other activities, PALS conducted many programs in different geographical areas. The students actively participated and also won many prizes in various ventures conducted by the team. The participated students shared and presented their knowledge gained and experience to the remaining students and faculty members in their respective departments. This approach motivated everyone to extend their participation. Because of this enthusiastic and consistent participation of the students and faculty members in PALS, The Institute was awarded the number one position in the Coimbatore zone.

Provide the weblink of the institution

<http://rvscet.ac.in/pdf/Institutional-distinguishness.pdf>

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS The institution plans to apply for second cycle of NAAC Accreditation. The objective of accreditation is to attain higher grade. To establish Cloud Security and Research lab in Association with National Cyber Safety and Security Standards. This lab will be effectively used for research activities especially for PG and Ph.D students and also maintain various data

confidentially. Plan to sign MoU with Taylor's University (TU), Malaysia. Both Institutions agree to develop the following collaborative activities in the academic areas of mutual interest, on a basis of equality and reciprocity: Exchange of students. Promoting cooperation in the field of student placements and thesis research work such as student Final year Projects and other research based projects. Promoting Post Graduate and PhD thesis co-supervision, Conducting collaborative research projects, Conducting lectures. Organizing symposium, congress, conferences, Promoting other academic cooperation as mutually agreed. To continue ISO 21001:2018 Certification. The aim of this certification is to improve our quality system through ISO auditing and suggestions. To continue with various audits such as Environment Audit, Green Audit and Energy Audit for the year 2020-'21. To pursue Academic and Administrative Audit (AAA) by an external agency to augment the quality to achieve the excellence in higher education. To organize various Awareness Program for our quality improvement. To enhance the research activities in our institution, in order to encourage the teachers to apply for more funded project in State and Central government organization. To keep the teaching learning process to progress continuously during unexpected situations (pandemic). To plan Awareness Programs for the teachers to use online mode for teaching and learning. To plan online evaluation process effectively through this system, to maintain the quality of our teaching learning system. To plan and use ICT tools effectively for the students benefits. Online remote access for Library activities is made possible to do one-point search across resource and access the study materials at anytime from anywhere and on any device.