



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	STELLA MARY'S COLLEGE OF ENGINEERING
Name of the head of the Institution	R. SURESH PREMIL KUMAR
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04651-239122
Mobile no.	7402707777
Registered Email	principal@stellamaryscoe.edu.in
Alternate Email	reenadaphne@stellamaryscoe.edu.in
Address	Aruthenganvilai, Kallukatti Junction, Azhikal post, Kanyakumari District, PIN-629202, Tamil Nadu, South India.
City/Town	NAGERCOIL
State/UT	Tamil Nadu



IQAC		
<b>No Data Entered/Not Applicable!!!</b>		
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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
<b>No Data Entered/Not Applicable!!!</b>				
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
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Upload latest notification of formation of IQAC	<a href="#">View File</a>
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<b>10. Number of IQAC meetings held during the year :</b>	12
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The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
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Upload the minutes of meeting and action taken report	<a href="#">View File</a>
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<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

**No Data Entered/Not Applicable!!!**

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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	Achievements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
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<b>14. Whether AQAR was placed before statutory body ?</b>	No
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15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	22-Jan-2020
16. Whether institutional data submitted to AISHE:	No
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)	The Governing Council is the highest decision making body for the institution. Discussion on all matters related to the institution is made in meetings consisting of members of the Admin team and IQAC presided over by the principal. The outcomes of the meeting are sent as proposals to the Governing council. Decisions made by the Governing council are circulated to the staff members through circulars. As far as the departments are concerned, heads and faculty members discuss matters pertaining to their respective departments to ensure its smooth functioning with progressive development.

## 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

Stella Mary's College of Engineering and Technology is affiliated to Anna University, Chennai. The institution has developed facilities for developing and promoting a cooperative learning environment. The academic calendar of the institution is prepared in line with the affiliating university, ie, Anna University calendar prior to the commencement of the academic year. Keeping this as reference, the academic calendar of the Institution and Departments are prepared with all relevant dates for significant activities to ensure proper execution of teaching -learning process. Lesson plan with course objectives and course outcomes are prepared by the course handling faculty before the commencement of the semester and which is approved by the program coordinator and Head of the department and made available to the students. According to the lesson plan, the work done has been inculcated in the academic file to ensure coverage of syllabus that will be monitored by class coordinator and program coordinator and Head of the department. Conventional classroom teaching is merged with reasonable use of ICT tools to make the teaching learning process a more interesting system. Internal assessments are conducted to measure the academic performance of students. Weak students are identified and remedial

classes are conducted to improve their academic performance. Students are made to work out University and Model Question papers to improve their performance. Class committee meetings are conducted for each section of class. They meet periodically and students give their inputs on their academic improvement, problems in learning, feedback if any and suggestions for further action. Minutes are prepared for each meeting and the feedback about the courses is discussed with concerned faculty members. Mentoring System for students is followed effectively for identifying the student's personal issues to improve their results in the Examinations, to regularize their attendance, to increase their participation in co curricular activities, to ensure better discipline inside and outside campus and to maintain cordial relationship with their teachers. All the laboratories are fully equipped and are made available for teaching and research purposes. Laboratory experiments are conducted as planned in the course plan prepared and approved by the program coordinator. Faculty with the support by technicians, are giving practical exposure to the group of students comprises of 3 to 4. Well prepared laboratory manual are used. As an outcome, few projects are also done by the experience gained through laboratory. Both institutional and departmental library is well-resourced with rich database of books, e-books, journals and e-journals enabling students and faculty to improve their technical knowledge. Though the syllabus prescribed by Anna University is followed, curriculum gap is identified to meet the recent development through value added courses, internships, group assignments, educational tours and industrial visits which helps the students to improve their technical skill and to impart field knowledge. The college encourages faculty members to attend webinars, faculty development programme, Orientation/ Refresher courses, workshops and conferences conducted by other Institution and Universities for updating and acquiring essential skills for effective curriculum delivery.

#### 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
AUTOCAD (2D)	Nil	08/07/2019	12	Focus on employability Focus on employability	Design and drafting
Rivet Architecture	Nil	02/07/2019	30	Focus on employability	Design and drafting
Structural Detailing	Nil	08/07/2019	12	Focus on employability	Detailing Skill
Rivet Architecture	Nil	02/01/2020	16	Focus on employability	Drafting Skill
Python Programming-VAC08	Nil	12/08/2020	40	Focus on employability	Data Science skill
Advanced Java Programming	Nil	12/08/2019	40	Focus on employability	Project Development skill
C,C Language	Nil	06/12/2019	40	Focus on employability	Object oriented Programming Skills

Advanced Java Programming	Nil	06/12/2019	40	Focus on employ ability	Project Development skill
Python Programming/JAVA Script	Nil	06/12/2019	40	Focus on employ ability	Dynamic web Programming skills
INTERNET of THINGS	Nil	12/08/2019	70	Focus on employ ability	Programming and Product Development skill
AutoCAD software tools and electrical drawings	Nil	20/07/2019	8	Focus on employ ability	Design and drafting
MATLAB	Nil	27/01/2020	14	Focus on employ ability	Developing Algorithm and creating model
LAB VIEW	Nil	27/01/2020	14	Focus on employ ability	System design and Development
ENERGY AUDITING	Nil	27/12/2020	14	Focus on employ ability	Analysing Energy flow in residence
AUTOCAD	Nil	16/07/2019	40	Focus on employability	Design and drafting
Creo 3.0	Nil	18/07/2019	40	Focus on employability	Product Design skill
Ansys 15.0	Nil	23/07/2019	40	Focus on employability	Product analysis
Programming (Lathe Milling)	Nil	26/12/2019	40	Focus on employability	Programming and simulation skill
Solid Works	Nil	03/01/2020	40	Focus on employability	Product Design skill
NDT	Nil	03/01/2020	40	Focus on employability	Quality Development skill

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BE	CIVIL	01/07/2019

BE	CSE	01/07/2019
BE	ECE	01/07/2019
BE	EEE	01/07/2019
BE	MECHANICAL	01/07/2019
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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	CIVIL	01/07/2019
BE	CSE	01/07/2019
BE	ECE	01/07/2019
BE	EEE	01/07/2019
BE	MECHANICAL	01/07/2019

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

	Certificate	Diploma Course
Number of Students	592	0

### 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
Online Skill Development Programme	26/05/2020	204
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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	CIVIL	26
BE	CSE	7
BE	ECE	6
BE	EEE	23
BE	MECHANICAL	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

Feedbacks on the curriculum are collected from internal and external stake holders through questionnaire. Collection of feedback forms has been done from stakeholders of all departments. The questionnaire of the feedback is framed based on the following aspects. 1. Improving professional skills of the students 2. Improving learning values in terms of Knowledge, Concept etc. 3. Applicability to real life situations 4. Relevance to current technologies 5. Ability to contribute to the field of specialization and to the society Feedbacks were collected from the experts to understand the curricular gaps. For the understanding of the student's readiness to industries and in the technical aspects perspective, the feedback from the recruiters plays an important role. After taking into consideration of the feedback received, the action taken report has been prepared. The action to be taken is discussed and brainstormed in the PAB meeting consisting of the entire faculty. The measures to bridge the gap will be implemented after getting approval from the BOS.

## 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	Civil Engineering	60	37	37
BE	Computer Science and Engineering	60	49	49
BE	Electronics and Communication Engineering	60	42	42
BE	Electrical and Electronics Engineering	60	42	42
BE	Mechanical engineering	60	41	41
ME	Computer Science and Engineering	24	7	7

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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	211	7	63	4	67

### 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
54	54	4	9	9	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)

In our mentoring system we the faculty members should take care of our students in all activities like academic ,sports , cultural and personal aspects. In view of academic all the mentors are supposed to do their full efforts for the students betterment. Each mentor should take care of their student's regular class attendance, exam performance. In order to improve their performance we conduct regular mentor meeting with students, which is monitored by head of the department. Also our mentors give the guidance to their respective mentees for attending curricular and co curricular activities like paper presentation ,conferences in our college and other institutions. Mentors motivate the students to do the innovative ideas in all aspects. If the students have any personal issues, our mentors immediately call the student in person and give the relevant remedial advice to that person. Mentors are also send the performance of the mentees to their parents regularly, After every university exam and all internal assessment test. All mentor meeting minutes are recorded and verified by the heads of the department. A good mentor possesses the following qualities: Willingness to share skills, knowledge, and expertise. A good mentor is willing to teach what he/she knows and accept the mentee where they currently are in their professional development. Mentors can remember what it was like just starting out in the field. Mentors serve as a thought partner for students on their academic journey and help empower students to become autonomous learners and agents of their own change. Objectives of Mentoring System are: • To help undergraduate fresh students understand the challenges and opportunities present in the Institute and develop a smooth transition to campus life. • To counsel academically weak students and to play an important role in helping troubled students cope with academic, extra-academic and personal problems. • To provide positive role models to first year undergraduate students in the institute. • To proactively try to identify problems of the general student populace and to bring them to the notice of the concerned authorities. Ensuring regularity and punctuality of students through counseling sessions. To do List for mentoring system: Identify strengths and weaknesses in all fields of the student mentees . Identify hobbies and fields of their interests. Guide and motivate to improve their results. Knowing their academic and psychological needs and guiding them accordingly conducting regular counseling sessions for building discipline. Encouragement and Orientation provided in developing enthusiasm to participate in multiskilled activities such as curricular, co-curricular and extra-curricular Collect feedback to strengthen the feedback system and achieve desired results on different aspects. The Remedial Classes have been institutionalized after the implementation of the Mentoring System. Need-Based remedial classes have proved to be beneficial to the students in particular and the entire college in general. Enhanced contact hours between Mentors with their respective students a. Improvement in students' attendance records b. Minimized student drop-out rates . c. Identification of slow learners for conducting Remedial Classes d. Advanced learners identified and encouraged to upgrade .

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
218	67	1:3

**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
54	54	0	12	8

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	Designation	Name of the award,
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	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
2019	nil	Nil	nil
2020	nil	Nil	nil
No file uploaded.			

## 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
ME	405	S1/I, S3/II	29/09/2020	17/10/2020
BE	114	S3/II , S5/III ,S7/IV	29/09/2020	17/10/2020
BE	105	S3/II , S5/III ,S7/IV	29/12/2020	17/10/2020
BE	106	S3/II , S5/III ,S7/IV	29/09/2020	17/10/2020
BE	104	S3/II , S5/III ,S7/IV	29/09/2020	17/10/2020
BE	103	S3/II , S5/III ,S7/IV	28/09/2020	17/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Formation of Department Academic Audit Committee (DAAC) for monitoring of Continuous Internal Evaluation of Tests (CIE) intimation given to all heads of the departments from Principal. Department Academic Audit Committee (DAAC) has to be formed in-order to analyze the academic performance of the students through the conduct of REWRAP tests, Internal Assessment Tests followed by retests depending on the performance. The Roles and Responsibilities are 1. To monitor the pattern of Question paper preparation, key preparation, random scrutiny of answer booklets for all tests conducted. 2. To monitor discipline during the time of Internal Evaluation Tests such as 1. Dress code, 2. Check the possession of any material relevant/ irrelevant to the test, 3. Check whether students are copying inside the hall. 3. To monitor whether the booklets are evaluated properly and distributed to the students in time. 4. To monitor Marks are displayed in the Department Notice board to ensure transparency 5. To monitor Identification of Slow and Advanced learners 6. To monitor the preparation Despatch of progress reports as a part of intimating the parents 7. To monitor the conduct of Parents Teachers meeting in their departments to take remedial action in-order to get good marks in the subjects. 8. To look into the redressal of the students' grievances relating to tests, if any. 9. In case of any discrepancies with regard to DAAC's role, the students can appeal to the Principal for redressal. 10. Report to be submitted to the undersigned immediately after the conduct of every test. Irregularities if any, to be reported and suitable action to be taken. After getting the intimation heads of the department role is to assign faculty members for DAAC to serve all responsibilities regarding CIE of that academic year. The members of DAAC should be programme coordinator, senior faculty, exam cell coordinator of

department and IQAC member. Then conduction of each internal assessment test , model exam by all department under the control of any one department(centralized manner) in a smooth way by following all rules and regularities framed by DAAC. Next role of DAAC is submission of work execution report with the following details. Pre-examination period: 1.Preparation of timetable well in advance, seating arrangement prepared accordingly and both are displayed on the department notice board 2.No. of units covered 3.No. of REWRAP tests conducted 4.Comments on scrutiny of question papers Post-examination period: 1.Comments on the scrutiny of answer scripts 2.booklets been distributed to the students within next two days 3.marks obtained been displayed on the notice board 4.Comments on slow learners and advanced learners segregation 5.conduct of retests.

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

The Academic calendar consists of the semester's reopening date, the total number of working days month wise and semester wise, Internal Assessment Test dates, Model examination dates, Government holiday announcements, Parent Teachers meet dates, Project review dates and Class committee meeting information. At the end of every semester and before the commencement of the first semester, the Academic Calendar is prepared by the institution, which clearly mentions all specific dates for Internal Assessments Examination (IA), answer sheet distribution dates, result publication and analysis dates, important holidays, dates of completion of units. Institution academic calendar is prepared in concurrence with the university calendar. Before the commencement of each semester, academic calendar is circulated to the entire faculty to plan the execution of the planning made in the course detail forms. All the course plan and the course file content preparation are directed and monitored by the head of the departments and suggestions are given if needed. Every semester each department is conducting five class committee meetings. The class committee meetings are scheduled after the completion of internal assessment I, II, III, Coaching and model exam. A 90-day operating semester is very much required for a student to cope up with the syllabus coverage and appear for the semester examinations of Anna University. The curriculum and the syllabi are framed in such a way that a course instructor should be able to cover the entire syllabus in either 45 periods or 60 periods duration. If the number of regular working days are found to be insufficient inadequate, Saturdays are also considered as working days. For example in the year 2019-20, in the odd semester, it consists of three Internal Assessment Tests and a model examination conducted per course during the semester. Internal Assessment Tests are conducted after the completion of every one and a half units of a particular course. Finally, after completion of all five units, model examination will be conducted for every course.

## 2.6 – Student Performance and Learning Outcomes

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

[https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104723/2.6.1\\_156810377\\_1\\_3678.pdf](https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104723/2.6.1_156810377_1_3678.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

103	BE	Civil Engineering	46	13	28.26
104	BE	Computer Science and Engineering	48	28	58.33
106	BE	Electronics and Communication Engineering	26	11	42.30
105	BE	Electrical and Electronics Engineering	26	1	3.84
114	BE	Mechanical engineering	55	23	41.81
405	ME	Computer Science and Engineering	7	4	57.14
<a href="#">View File</a>					

## 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://stellamaryscoe.edu.in/download/STUDENTS%20SATISFACTORY%20SURVEY%202019-20.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
<b>No Data Entered/Not Applicable !!!</b>				
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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
Research Aspects in the Development of Sustainable Energy Solutions	Electrical and Electronics Engineering	23/06/2020
Innovation and Challenges in Civil Engineering	Civil Engineering	13/07/2020
Industry 4.0: Bridging the gap between Academics and Industry Expectations in Electronics and Communications	Electronics and Communication Engineering	18/06/2020

Industry 4.0: Bridging the gap between Industry and Academia in Mechanical Engineering	Mechanical Engineering	17/06/2020
Digital Technologies in Industry 4.0	Computer Science and Engineering	08/06/2020

### 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
Journal	J.Jenix Rino	Institute of Scholars	15/07/2020	Research Excellence Award 2020
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Stella Marys College of Engineering	Stella Marys Innovation Park	Oqton Solutions	Oqton Solutions	Web services and App developing	17/06/2020
Stella Marys College of Engineering	Stella Marys Innovation Park	R-Shell InfoTech	R-Shell InfoTech	IoT based	17/06/2020
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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	1	2

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

Name of the Department	Number of PhD's Awarded
Mechanical	2
Mathematics	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	EEE	2	0
International	ECE	8	5.60
International	SH	3	5.95
International	MECHANICAL	5	1.01
International	CSE	1	0
International	CIVIL	3	0
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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
Civil Engineering	1
Computer Science Engineering	3
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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
No Data Entered/Not Applicable !!!						
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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
No Data Entered/Not Applicable !!!						
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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	10	34	411	0
Presented papers	10	4	0	0
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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
Green campus Phase I	NSS/SMCE	6	11
Importance of NSS	NSS/SMCE	3	61
Festive Green Programme	NSS/SMCE	67	612
Dengue awareness Rally	NSS/SMCE	2	39
Blood Donation Camp	NSS/SMCE	2	114
Providing Study Materials	NSS/SMCE	2	6
Awareness	NSS/SMCE	67	612

Programme for  
COVID-19

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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
Nil	Nil	Nil	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil
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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
Inplant/Internship	Industrial Internship	BSNL, Nagercoil	09/12/2019	13/12/2019	4
Project work	Mini projects	CKS Solutions, Chennai	11/11/2019	24/02/2020	35
Inplant/Internship	Industrial Internship	TNSTC	10/12/2019	14/12/2019	3
Inplant/Internship	Industrial Internship	SESHASAYEE PAPER	11/12/2019	14/12/2019	5
Inplant/Internship	Industrial Internship	A K Infopark Pvt.Ltd	09/12/2019	20/12/2019	3
Inplant/Internship	Industrial Internship	Jilaba Software Pvt .Ltd, Chennai	03/02/2020	15/02/2020	2
Inplant/Internship	Industrial Internship	Jilaba Software Pvt .Ltd, Chennai	03/02/2020	17/02/2020	1

Inplant/Internship	Industrial Internship	Finsurge Pvt.Ltd,Nagercoil	02/01/2020	10/01/2020	3
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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
No Data Entered/Not Applicable !!!			
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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
30	26.79

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

##### 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
Info Library	Fully	13	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16365	3283680	980	190696	17345	3474376



Reference Books	120	65000	30	8500	150	73500
Journals	284	773412	11	30750	295	804162
e-Journals	Nil	1480250	Nil	Nil	Nil	1480250
Digital Database	3	294726	1	13570	4	308296
Library Automation	1	40000	Nil	Nil	1	40000
Others (specify)	Nil	Nil	1	17700	1	17700
<a href="#">View File</a>						

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
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

#### 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	420	266	1	5	125	17	6	100	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>420</b>	<b>266</b>	<b>1</b>	<b>5</b>	<b>125</b>	<b>17</b>	<b>6</b>	<b>100</b>	<b>0</b>

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

100 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
Video Camera, Head Phone, Audio Speakers, Computers, mobile phone	<a href="https://drive.google.com/file/d/1_B1B9JE1Y2QvsoIitI-LqcDuGWEpvv2/view?usp=sharing">https://drive.google.com/file/d/1_B1B9JE1Y2QvsoIitI-LqcDuGWEpvv2/view?usp=sharing</a>

#### 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

100

91

275

266

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)

Resources are allocated both for maintenance and development every year, depending on the requirement of Departments on a priority basis to ensure that the programmes offered by them are successful. A stock register is maintained duly signed by the head of the department or laboratory in-charge, whenever new equipment is bought. Any new book or equipment is purchased for library, the library in charge will maintain the stock as and when needed. A sufficient contingency amount is provided to every department for the smooth maintenance of the labs, classrooms etc. The Head of the department should produce the bills for the contingency amount upon utilization so as to get the next year amount released by the authorities. In the College Library, books are arranged in simple and systematic manner to help the user locate the books easily. Information regarding the arrival of new resources is given to all the Departments. In order to provide speedy and efficient service, library cards are issued to the students. Periodic up gradation of the books and journals are done .

<https://stellamaryscoe.edu.in/file/POLICY-DOCUMENT-SMCE.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	Free ship/ Fee Waiver	834	21304600
Financial Support from Other Sources			
a) National	Tamilnadu Government Scholarship	815	14462125
b) International	Nil	0	0
No file uploaded.			

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
Remedial Coaching	08/08/2019	576	All Faculty/SMCE
Gate Coaching	04/12/2019	176	Faculty/SMCE
Mentoring	01/07/2019	767	All Faculty/SMCE
Personal counselling	01/07/2019	220	All Faculty/SMCE
Bridge Course	26/06/2019	367	Faculty/SMCE
Language Lab	01/07/2019	447	Faculty/SH (English).SMCE
Soft Skill Development	22/06/2019	109	Mr.Rajesh Mr.Malesh/BYJUSH

Soft skill Development	24/06/2020	120	Lighting Lantern Media Works Pvt.Ltd.
No file uploaded.			

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
Nil	Nil	0	0	0	0
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	5

## 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
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

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
2019	1	B.E	Electronics and Communication Engineering	Arunachala College of Engineering for Women	M.E Applied Electronics
2019	1	B.E	Computer Science Engineering	Babuji Memorial College of Education	B.Ed - Computer Science
No file uploaded.					

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
Nil	0

No file uploaded.

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

Activity	Level	Number of Participants
Freshers Day	Institutional Level	687
YUKTI-20-Annual Day	Institutional Level	767
Sports Day	Institutional Level	767
Womens Day	Institutional Level	100
Pongal Celebration	Institutional Level	767
World Students Day	Institutional Level	69
Teachers Day	Institutional Level	730
Festive Green Programme	Institutional Level	60
Onam Celebration	Institutional Level	792
Women and Girls in Science	Institutional Level	97
No file uploaded.		

#### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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

Stella Mary's college of Engineering comprising of students from various schools gives importance to extra circular and co-curricular activities also, to create and sustain an environment that nurtures life in its fullness and set it on the path of excellence. We train our students with the involvement of all the staff members. We train our students to take advantage of every opportunity to create and sustain an environment that nurtures life in its fullness. An association that includes a president , secretary, treasurer and office bearers are formed in all the branches. The association which functions under the guidance of faculty members organize seminars symposiums, competitions, conferences and workshops. Our students play a decisive role in the planning and execution of the club activities and commemorate all important events like Independence Day, Republic day, Teachers day, National sports day All the students celebrate the college day and sports day with keenness and also involve themselves in various other club activities which includes English literary club, Science club, entrepreneurs club, N.S.S, Youth Red cross

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

A Society by name STELLA MARY'S COLLEGE OF ENGINEERING ALUMNI ASSOCIATION (SMCEAA) has been formed on 01.01.2020. • To bring together all the old students of Stella Mary's for exchange of ideas on academic, cultural, social

and professional networking and career development. • To utilize the rich experiences and valuable advices of Alumni for the benefit and progress of the present students and overall development of the college. • To act as a bridge between professionals for interaction on new developments in different areas of Engineering and Technology. • To promote the campus placements through the old students working in reputed industries in India and abroad • To organize symposium, seminars lectures and refreshment courses to improve the academic knowledge and create interest among the old students and present students to publish periodicals, journals/literature to update the technical knowledge. • To undertake project which will help to improve teaching, research or seek other activities for the benefit of the students and institution from time to time. • To have sound support with industries and develop an industry institute interaction. • To provide help to the needy students and those of the old students who maybe in difficulty in any circumstances and to help the students as a whole in securing placement in good organization. • To render financial aid to deserving Alumni in cases of extreme compassionate circumstances. • To grant scholarship, prizes and medals to the students showing high proficiency in their studies. OFFICE BEARERS: 1.Dr.S.Suresh Premil Kumar-The President 2.Mr.C.Senthil Kumar-The Secretary 3.Mrs.V.Jino Shiny- The Treasurer

5.4.2 – No. of enrolled Alumni:

201

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

85000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet is conducted every year in the day of graduation for the students who graduated from our institution. At an Alumni meet, all the former graduates of our institution get together to cherish their past experience and moments, interact with faculty and contributes for the betterment of institution  
Meetings: 1.Alumni Association General body Meeting conducted at Stella Mary's college of Engineering on 20.12.2019 2. Alumni meet of SMCEAA conducted at Stella Mary's college of Engineering on 09.03.2020. Activities: • Platform for meeting and exchange of ideas among alumni • Assist students for career guidance program • Technical seminars by alumni in reputed organisation • Keep alumni posted through website • Getting feedback for constant improvisation

## **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)

Endorsing faculty-centered practices For every academic year the Head of each department is entitled to prepare a financial plan exclusively for their department. The financial plan carries the various requirements including laboratory equipment, electronic gadgets, class room teaching tools, etc., Heads frame the plan in consultation with faculty members and lab in-charges. Upon completion of the financial plan a copy of the financial plan is submitted to the Principal. The faculty members who hold postings in various committees/cells are free to conduct various programs for the development of students in terms of development of their personality, academic and extracurricular skills. Faculty members are granted permission to plan and execute industrial visits relevant to their courses and to have association with industrial experts. Further, faculty members can organize and convene seminars/workshops/conferences/FDPs. The management offers faculty members the opportunity and encouragement to perform Research in their area of interest,

permitting to utilize the resources available within the campus, free of cost. Upholding student-centered practices: Students are given sufficient directional guidance in moving to their next stage (after the completion of their UG programme) in terms of Entrepreneurship / Higher studies / placement /Government employment opportunities. Students are also given the opportunity to play important roles in the coordination of conferences, symposiums, extra-curricular activities, sport events, club activities etc.

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

Partial

## 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	Curriculum Development 1. The Curriculum has been planned and designed by the Anna University. 2. Content beyond syllabus is planned by every faculty for their courses and conducted for laboratories in the department, to cope up with the current trends in that particular course or laboratory. 3. Skill development programmes and value added programmes are also conducted.
Teaching and Learning	Teaching 1. Academic audit is carried out every semester by the IQAC (through the steering committee member) and by the Department Academic Audit Committee to ensure the quality teaching. 3. Subject allocation for every semester is carried out by asking choices for handling the subjects to the faculty, by the Head of the Department, at the end of every semester. 4. Course file preparation guidelines are given by the IQAC. 5. Faculty members prepare the course file for their subjects, and delivers as per the plan so that students attain the intended course outcomes, programme outcomes and programme specific outcomes. 6. Apart from conventional teaching using chalk board, teaching using ICT is also done so as to interpret the concepts clearly visually and pictographically. 7. Assignments and seminars are given to students on all subjects to enhance their searching skills and content comparing skills from various platforms. 8. Skill development programmes and value added programmes conducted also add to their knowledge gaining. 9. Besides regular classes, special training to the students by academicians and industrial persons is

arranged. Even during pandemic time many online webinars were arranged for students and faculty to facilitate knowledge gaining and skill development. 10. Google class room teaching has been insisted to adapt for all the courses. Learning 1. To improve the learning skills of students, Participatory learning methods like seminars, assignments, quiz etc. and experiential learning methods are adopted and practised. 2. Students are encouraged through the centre for innovation , to come up with innovative ideas and implement them and convert them to mini/major projects. 3. Library is accessible beyond the regular college schedule by students and the staff members through DELNET. 5. Inclusion of Library hours in the regular class timetable promotes library usage as well as inculcates reading skills and reading habit in all students. The books in the library cater to the needs of students' academic-wise improvement and for skill development. 6. Slow learners are given extra care by the course teacher, class in-charge and the mentor. Remedial and coaching class for slow-learners is conducted by the course teachers as per the schedule to ensure an improvement in their performance. Those who are slow learners, the concerned mentor or faculty motivate them in a genial way and help them to achieve their personal goals. They offer a parental approach to slow learners for analyzing their problems, motivate them to improve their academic performance and also help to clarify their doubts regarding the concerned challenging subjects. 7. Mentors encourage and guide their mentees to attend participate in intra-college and inter-college activities to showcase their skills and get appreciation and rewards. 8. Various awards and rewards are given to students by the college to encourage every initiative towards one's self development from the students side and even faculty who are into research with outcomes are also encouraged NPTEL courses also add to additional learning.

Examination and Evaluation

1. Two question papers are prepared by every course instructors for internal assessment examinations and

submitted to the exam cell through the Exam Cell representatives. 2. Cognitive level of each question according to the Bloom's taxonomy is specified in the question paper. 3. The DAAC (Department Academic Audit Committee) verifies and scrutinizes the question papers as per the IQAC set parameters. 4. In the post examination period, the committee does the job of scrutinizing the corrected answer scripts and checks for any mark omissions, any question uniformity in valuation and totalling of marks. Despite of all this, if any student has any further grievance on evaluation, it would be taken into account seriously and redressed without delay. The internal assessment schedules are posted in advance and conducted in a centralized manner, thereby ensuring rigor and transparency in the procedures followed. Hence, the Continuous Internal Evaluation (CIE) system of the institution completely adheres to the terms prescribed by Anna University thereby providing enough opportunities for continuous learning.

Research and Development

1. The RD Cell has its functions done through Research labs and Centre for innovation. 2. Projects are planned and worked in research labs for final years or third years. 3. Faculty are given targets to publish papers in scopus indexed /impact factor journals. 4. Faculty are given targets to attend FDP/Conferences/Workshops and share the content to students. 5. Faculty are insisted to make international collaboration/linkages. 6. Stella Mary's 'Best Project Award' and 'Best Researcher Award' were introduced to encourage students and faculty into research.

Library, ICT and Physical Infrastructure / Instrumentation

Library 1. Well-equipped library with different books, journals and e-journals. 2. The college library has an ample reading space with computer facility for downloading e-journals. 3. Barcode system is in practice for entry into the library and book lending. 4. Through OPAC, availability of the library books in the library can be viewed by faculty as well as students. 5. A Library Advisory Committee, with Principal as the Chairman, Director and Heads of Department are the Executive Members, Librarian as the secretary and



faculty are the members. The committee functions as a bridge between staff, students and library. The committee meets once in a semester and the Library Advisory Committee monitors the smooth working of the library. 6. Books required as per AICTE norms is sought from the departments every year and purchased as per the norms of the Institute. 7. Journals requirements suggested by the Heads of Departments are also discussed in the meeting and recommended accordingly. 8.

Participation in Resource sharing networks/consortia is done by DELNET. ICT 1. The institution has over 420 Personal Computers installed with various operating systems in the various laboratories. 2. All the PCs have advanced configurations and all advanced software that would cater to the needs of the students 3. Wi-Fi hotspots with extenders are provided to cover the wireless range throughout the college. 4. Internet connection is given to all the computers and all the necessary devices for the connectivity are being installed. 5. The IT related needs of the campus such as Hardware Networking, Software Development, Website designing hosting, Email solutions, SMS solutions, etc. are taken care of by a separate team with in-house staff. 6. The entire campus is Wi-Fi enabled with an internet connectivity speed of 100 Mbps. 7. Wi-Fi Access Points are installed at particular locations and depending on the requirement, these Wi-Fi access points are constantly updated at cyclic intervals. Physical infrastructure / Instrumentation 1. The Institution fulfils the requirements of physical infrastructure / instrumentation as per AICTE norms and Anna University norms. 2. On the introduction of new courses/laboratories, necessary steps are taken for up gradation.

Human Resource Management

1. Recruitment of faculty and staff are based on the guidelines provided by Anna University and AICTE, New Delhi. 2. Staff welfare schemes namely EPF and ESI are followed. 3. Faculty members are encouraged to go on for Higher Studies on Sabbatical leave. 4. Detailed roles and responsibilities of all the personnel are framed and given in the college Handbook. 4. Organizing

	<p>Developmental training programme and workshops/seminars for enhancing multi-skills of faculty. 5. Faculty members are promoted to higher positions based on their experience, skills and achievements. Faculty and Staff recruitment The Institute draws a good number of applications for the recruitment. The recruitment procedure is as follows: 1. Submission of staff requirements by HODs to the Principal. 2. Advertising the staff requirements in leading newspapers. 3. Constitution of the selection committee. 4. Short listing of applications received. 5. Calling eligible candidates for interview. 6. Discussion with candidates to evaluate their potential and skills. 7. Selection based on the performance of candidates. 8. Issue of appointment orders. 9. Reporting to duty on the mentioned date.</p>
Industry Interaction / Collaboration	<p>1. Adequate MoUs for updating knowledge of faculty and students in order to meet the growing needs of the industry is done. 2. Collaboration with institutions and industries resulted in industrial visit, internship, collaborative activities, sharing of research facilities, etc.</p>
Admission of Students	<p>The students are admitted as per Anna University / Tamil Nadu Government/ AICTE Norms.</p>

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

E-governance area	Details
Student Admission and Support	<p>Student Admission and Support: E-governance has been implemented in admission registration process. Learning Management System: The institution has incorporated LMS (Learning Management System) in the teaching-learning process, to ensure that all the students are provided access to online study materials which they can refer and further download from his/her login.</p>

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
<b>No Data Entered/Not Applicable !!!</b>				

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Technology Enabled Teaching and Learning	Technology Enabled Teaching and Learning	26/12/2019	26/12/2019	66	12
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Attached in Excel File	Null	Null	Null	Null
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee Provident Fund facility is provided to all the staff members.	Employee Provident Fund facility is provided to all the staff members.	-

## 6.4 – Financial Management and Resource Mobilization

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

Internal and external financial auditing system is practiced in the institution. The internal financial audit is done on-campus by the accounts section led by the Accounts Manager. Annual external financial audit is conducted by the Chartered Accountant.

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
-	0	-

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6.4.3 – Total corpus fund generated

117000

**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	No	Nil	Yes	IQAC
Administrative	No	Nil	Yes	MANAGEMENT

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

1. PTA meetings are conducted at the departmental level and the suggestions from the parents are taken for consideration to help the student perform well and to improve in future. The results and the progress of the students are also discussed in the meeting. 2. Students' Assessment after Internal Examinations and attendance records are sent through post to the parents regularly and also informed by mentors through phone calls. 3. Parents meet the mentors after the meetings. The Parents-teacher-student interaction helps the mentor to understand more on the personal backgrounds of the student and this helps further the mentor to give more attention to the student to help him improve in all aspects of his career at Stella Mary's.

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

1. Two orientation program per year is conducted. 2. Special training is given to the non-teaching staff whenever new labs or equipments are added to the college as the syllabus gets upgraded. 3. The non-teaching staff are motivated to pursue higher studies in part time in their own fields of interest.

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

1. Initiatives were taken to make all the student club activities vibrant and encourage all students to participate in one or the other and be benefitted. 2. Faculty side targets were fixed for research ambience 3. During the Pandemic, all faculty and students were encouraged to attend online FDPs and webinars from various colleges and also participate in the institution organized webinars. 4. Feedback from students on Teaching learning process taken and analyzed

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
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
Nil	Attached in Excel File	Nil	Nil	Nil	Nil

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Sports Day	29/02/2020	29/02/2020	248	539
National Women's Day	13/02/2020	13/02/2020	90	10
Women and Girls in Science	11/02/2020	11/02/2020	90	7
Women empowerment outreach program	10/12/2019	10/12/2019	67	5
Motivational talk by women auto driver	07/10/2019	07/10/2019	72	6

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

Solid waste such as fallen leaves and kitchen wastes are collected from the various point of sources and segregated according to their nature. Rain Water Harvesting facilities are available in every building that helps to promote the ground water level. Every year we are planting more trees to make the college campus green. Through Ensav club constantly making awareness about energy saving inside the campus. Percentage of power requirement of the College met by the renewable energy sources: Power requirement met by renewable energy sources : 142.4Units/Year Total power requirement: 81661.56 Units / Year Renewable energy source : Solar Renewable energy generated and used : 142.4Units/Year Energy supplied to the grid : NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	0

## 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
2020	1	1	14/06/2020	7	Science Expo Experiment for Excellence	Online science expo for 12th completed students	80
2020	1	1	30/05/2020	1	Career guidance program	Career guidance program to 11th, 12th standard students and parents	88
2020	1	1	23/06/2020	4	Online career guidance Find ur Future	Online career guidance program for 12th completed students	550
2020	1	1	03/05/2020	4	Talent test Knock ur Knack	Talent test for 12th completed students	1300
2020	1	1	15/04/2020	1	Grocery Distribution	During Covid 19 pandemic Distributed Grocery to the nearest villages	100
2020	1	1	07/04/2020	5	Food Distribution	During Covid 19 pandemic Distributed cooked food to the homeless people around	500

						Nagercoil Area in Collaboration with vallalarr ashram	
2020	1	1	28/02/2020	1	Providing study materials to school students	Based on the need of students study material is provided to school students	30
2020	1	1	27/02/2020	1	Ensav Club Energy conservation Program	Educate the 6th standard School students on energy conservation methods and best practices	80
2020	1	1	07/01/2020	1	Experimental learning to students	Model based learning to school students by our students	60
2019	1	1	21/12/2019	1	Ensav Club Awareness program	Save Energy Awareness	30

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Hand book to students	27/07/2019	The Student Handbook containing the Vision and Mission of the institution, academic programs , College rules and regulations and code of Ethics , choice based credit system and Academic Calendar are made available to the students and informed during the orientation programme

Admin Manual	01/06/2019	Admin manual is a guide to employees, which clearly outlines the Vision, Mission ,quality policies and policy statement evolved and implemented by the organization towards the welfare of the employees. it talks about the governance of college, governing body ,college academic committee ,functions of head of the departments, responsibilities of professors, associate and assistant professors , human resources , sports games ,rules and regulations that governs over the employees while working in the college general information about sports games, code of conduct and discipline, administrative procedures, procurement process are included
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Awareness program	08/06/2020	21/06/2020	1533
Covid19 Awareness program	05/04/2020	05/04/2020	511
Covid19 Awareness Program	10/03/2020	11/03/2020	748
Republic day	26/01/2020	26/01/2020	35
World Students' Day	15/10/2019	15/10/2019	69
Teachers day	05/10/2019	05/10/2019	730
Gandhi Jeyanthi	02/10/2019	02/10/2019	175
Dengue Awareness Rally	13/09/2019	13/09/2019	50
Festive green programme	06/09/2019	06/09/2020	60
Onam Celebration	06/09/2019	06/09/2019	792
<a href="#">View File</a>			

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

1. Plastics usage is completely banned inside the campus. Efforts are taken by



the institute to maintain a plastic free campus. 2. Rain Water Harvesting including rain water storage pond was implemented in the campus. 3. Biogas plant is implemented in hostel for cooking purpose. 4. Necessary steps has been taken to Plant more trees and gardening every time to main green environment . 5. Required steps are implemented to make the campus tobacco free by creating awareness among the students by conducting programs .

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICE -I Title of the Practice TEACHING LEARNING PROCESS**

1.Goal: To focus the Students and giving proper guidance to improve the innovative ideas to students through ICT tools

2.The Context: Faculties interact the students with the help of ICT tools and its an effective way to communicate the students

3.The Practice:

- Teaching through zoom/Google/zoho meet with power point presentations, videos, animations, etc
- Assignments and notes provided through Google classrooms
- Objective type questions and short answers are uploaded through google class room
- Laboratories are conducted through virtually
- Communication to students through Whatsapp groups
- Online feedback
- Assignment and Exam scripts are evaluated and uploaded to individual students through googleclass rooms

4.Evidence of success:

- Students are highly attentive in classes
- Performance of students are improved
- Easy way to identify the absentees in class and Examinations

5.Problems Encountered and Resources required:

- Availability of connectivity devices for financially affected students
- Poor Internet connectivity for rural area students
- Concentration of the students will get diverted by using Electronic Devices
- High power consumption to connectivity devices

**BEST PRACTICE -II Title of the Practice CENTER FOR INNOVATION**

1. Goal: To develop innovative ideas, communication skill, technical skills, leadership quality and entrepreneur skill of the students .

2. The context: To facilitate those through teaching and learning methods

3. The practices:

- Value added courses are added as curriculum.
- Encourage real time innovative projects
- Organized workshops and seminars
- Encourage implant training in every semester end.
- Encourage NPTEL online courses
- Placement training are given through experts
- Certificate courses are conducted by international certified organization such as AUTODESK in collaboration with ICTACT

4. Problems Encountered:

- Some students unresponsive.
- Real time projects are expensive
- Slow learners need to provide extra effort.

5.Resources Required:

- Interaction with industries
- Need more training programme to students

6. Evidence and Success:

- Students won prizes in Events organized by various colleges
- Students presents papers in journals
- Placement in national and international companies

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

<https://stellamaryscoe.edu.in/igac.php>

## 7.3 – Institutional Distinctiveness

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

**Vision:** To emerge as a premiere institution, acknowledged as a center for excellence imparting technical education, creating technocrats who can address the needs of the society through exploration and experimentation and uplift mankind. **Mission:** To provide an education that transforms students, through rigorous course-work and by providing an understanding of the needs of the society and the industry. Stella Mary's college of Engineering provides abroad job opportunities to the candidates who deserve the offer. The management is very much keen in imparting an internationally graded technical education to

the students. Our institution is located in a rural area. Many of our students are from villages. Many students belong to first graduate category. Taking this into account, our college gives more importance to enhance the skills of the students to face the global challenges. With regard to this, the institution provides

- Communication training programs to improve the communication skills and the English fluency in students.
- Campus training programs that help to impart a sound knowledge of technical skills in students.
- Training on soft skills, resume preparation, personal interviews, group discussions, through our Corporate Relations department.

The Corporate Relations cell is an integral part of our institution, which ensures that the students are well trained and motivated to face campus interviews efficiently. The placement support teams take effort to organize trainings related to aptitude, soft skills, technical skills and corporate expectations to groom the students well for the interview process. It is our institute's distinctiveness in bringing in recruiters from reputed companies from India and abroad placement. We had MoU with S'Hail Metals and Rassas Battery Recycling for recruiting our students. S'Hail Metals and Rassas Battery Recycling Factory are our abroad recruiters who would identify the best candidates who would be presented to them on the day of the interview process. This abroad placement has also been a source of motivation for the students who aim to get placed and the expenditure for their travel and visa is also borne by the institution. Being located in a rural area and grooming the rural students technically and skillfully to take part in international placement drives is a real challenge to the faculty involved in the research, centre for innovation and the corporate relations departments.

It's all possible through the constant motivation and support from the authorities from top order at every level. Abroad placement is a pride for the institution and a spotlight for progress towards the goal to be achieved by every student who does justice in making the best use of the study environment provided by Stella Mary's College of Engineering.

Provide the weblink of the institution

<https://stellamaryscoe.edu.in/igac.php>

### **8.Future Plans of Actions for Next Academic Year**

1. To focus more on Research and Development Activities
2. To go for NBA accreditation for the Departments of CSE, Civil and Mechanical
3. Collaboration with nearby institutions with respect to research work
4. Work on creating more ICT facilities
5. To show improvement in student progression report
6. To conduct state and national level seminars.