

# YEARLY STATUS REPORT - 2020-2021

# Part A

# **Data of the Institution**

1. Name of the Institution SRI MUTHUKUMARAN INSTITUTE OF

TECHNOLOGY

• Name of the Head of the institution Dr. D. PADMA SUBRAMANIAN

• Designation PRINCIPAL

• Does the institution function from its own Yes

campus?

• Phone no./Alternate phone no. 04466110230

• Mobile no 9176669889

• Registered e-mail smitcollege1996@gmail.com

• Alternate e-mail subramanianpads@gmail.com

• Address Chikkarayapuram, Near Mangadu

• City/Town Chennai

• State/UT Tamilnadu

• Pin Code 600069

2.Institutional status

• Affiliated / Constituent AFFILIATED

• Type of Institution Co-education

• Location Rural

Page 1/75 19-03-2024 04:35:42

• Financial Status

Self-financing

• Name of the Affiliating University ANNA UNIVERSITY

• Name of the IQAC Coordinator Dr. V. ANITHA

• Phone No. 04466110213

04466110200 • Alternate phone No.

9094011584 • Mobile

• IQAC e-mail address smitvp2021@gmail.com

• Alternate Email address smitcollege1996@gmail.com

3. Website address (Web link of the AQAR

(Previous Academic Year)

https://smit.edu.in/engineering/w p-content/uploads/2024/03/DOC-202 40<u>217-WA0019..pdf</u>

4. Whether Academic Calendar prepared

during the year?

• if yes, whether it is uploaded in the Institutional website Web link:

https://smit.edu.in/engineering/w p-content/uploads/2024/03/Academi c-Calendar-Even-Sem-dec-20-may-21

-II-and-III-Year-2021.pdf

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.67	2018	25/09/2018	26/09/2023

Yes

# 6.Date of Establishment of IQAC

14/09/2011

# 7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTION	STUDENT PROJECT	TNSCST	2021 - I YEAR	7500

### 8. Whether composition of IQAC as per latest Yes **NAAC** guidelines

Upload latest notification of formation of IQAC

View File

# 9.No. of IQAC meetings held during the year 2

- Were the minutes of IQAC meeting(s) and ves compliance to the decisions have been uploaded on the institutional website?
- If No, please upload the minutes of the meeting(s) and Action Taken Report

No File Uploaded

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

• If yes, mention the amount

25,000

Yes

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

To elevate the standard of academic personnel, the Internal Quality Assurance Cell (IQAC) has mandated that faculty members undertake doctoral and postgraduate research in the field of their interest A dedicated COVID-19 response team has been established with the primary objective of addressing matters pertaining to the pandemic. The institution places emphasis on participation in the NIRF (National Institutional Ranking Framework) and AISHE (All India Survey of Higher Education). The creation of electronic content by teachers Given the transition to online courses during the COVID-19 pandemic and the imperative to safeguard students' mental health, the institution has intensified its efforts to enhance the mentorship program and ensure adequate support for students. The shift to online delivery of the student induction program for firstyear students is a direct result of the COVID-19 pandemic. Extraordinary measures have been put in place to resolve any challenges participants may encounter during the online program.

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

Plan of Action	Achievements/Outcomes
Commencement of odd Semester Online Classes	1. Academic online Schedule for UG & PG are discussed 2. Subject allotment & course file preparations arebriefed 3. Faculty members are informed to prepare Course file& Question banks for their courses andprovide them to students during odd semester 2020-2021 in the Google Classroom of each subject
Plan ofActivities for odd semester	Academic plan for odd semester online activities are suggested and discussed.
Online Placement Training Schedule	1.Placement statistics for the academic year 2019-20 was reviewed by the committee. The committeeappreciate the effort taken by the placement team to place students in the various reputed companies. 2. Approval of the Plan for online Placement and Training isdiscussed and carried out. More practice placement tests shall be conducted through Google forms to improve the placement percentage
FDP implementation on	Online FDP arranged.
Organize an online student induction program for all new entrants, as recommended.	Faculty members and students are attending Webinars, online FDP, Certification courses & brain grooming sessions effectively.
Initiatives and programs for community engagement aim to make a significant contribution to resolving these social issues.	Arranging Awareness programs thro webinars related to COVID'19

# 13. Whether the AQAR was placed before statutory body?

Yes

# • Name of the statutory body

Name	Date of meeting(s)
GOVERNING COUNCIL	08/07/2020

# 14. Whether institutional data submitted to AISHE

Part A				
Data of the Institution				
1.Name of the Institution	SRI MUTHUKUMARAN INSTITUTE OF TECHNOLOGY			
Name of the Head of the institution	Dr. D. PADMA SUBRAMANIAN			
Designation	PRINCIPAL			
Does the institution function from its own campus?	Yes			
Phone no./Alternate phone no.	04466110230			
Mobile no	9176669889			
Registered e-mail	smitcollege1996@gmail.com			
Alternate e-mail	subramanianpads@gmail.com			
• Address	Chikkarayapuram, Near Mangadu			
• City/Town	Chennai			
State/UT	Tamilnadu			
• Pin Code	600069			
2.Institutional status				
Affiliated /Constituent	AFFILIATED			
Type of Institution	Co-education			
• Location	Rural			
• Financial Status	Self-financing			
Name of the Affiliating University	ANNA UNIVERSITY			
Name of the IQAC Coordinator	Dr. V. ANITHA			
Phone No.	04466110213			

Alternate phone No.	04466110200
• Mobile	9094011584
• IQAC e-mail address	smitvp2021@gmail.com
Alternate Email address	smitcollege1996@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://smit.edu.in/engineering/wp-content/uploads/2024/03/DOC-20240217-WA0019pdf
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://smit.edu.in/engineering/wp-content/uploads/2024/03/Academic-Calendar-Even-Sem-dec-20-may-21-II-and-III-Year-2021.pdf
5.Accreditation Details	

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.67	2018	25/09/201	26/09/202

# 6.Date of Establishment of IQAC 14/09/2011

# 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Dep artment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTION	STUDENT PROJECT	TNSCST	2021 - I YEAR	7500

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	2
Were the minutes of IQAC meeting(s) and compliance to the decisions have	Yes

Page 7/75 19-03-2024 04:35:43

been uploaded on the institutional website?	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
• If yes, mention the amount	25,000

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

To elevate the standard of academic personnel, the Internal Quality Assurance Cell (IQAC) has mandated that faculty members undertake doctoral and postgraduate research in the field of their interest A dedicated COVID-19 response team has been established with the primary objective of addressing matters pertaining to the pandemic. The institution places emphasis on participation in the NIRF (National Institutional Ranking Framework) and AISHE (All India Survey of Higher Education). The creation of electronic content by teachers Given the transition to online courses during the COVID-19 pandemic and the imperative to safeguard students' mental health, the institution has intensified its efforts to enhance the mentorship program and ensure adequate support for students. The shift to online delivery of the student induction program for first-year students is a direct result of the COVID-19 pandemic. Extraordinary measures have been put in place to resolve any challenges participants may encounter during the online program.

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

Page 8/75 19-03-2024 04:35:43

Plan of Action	Achievements/Outcomes
Commencement of odd Semester Online Classes	1. Academic online Schedule for UG & PG are discussed 2. Subject allotment & course file preparations arebriefed 3. Faculty members are informed to prepare Course file& Question banks for their courses andprovide them to students during odd semester 2020-2021 in the Google Classroom of each subject
Plan ofActivities for odd semester	Academic plan for odd semester online activities are suggested and discussed.
Online Placement Training Schedule	1.Placement statistics for the academic year 2019-20 was reviewed by the committee. The committeeappreciate the effort taken by the placement team to place students in the various reputed companies. 2. Approval of the Plan for online Placement and Training isdiscussed and carried out.  More practice placement tests shall be conducted through Google forms to improve the placement percentage
FDP implementation on	Online FDP arranged.
Organize an online student induction program for all new entrants, as recommended.	Faculty members and students are attending Webinars, online FDP, Certification courses & brain grooming sessions effectively.
Initiatives and programs for community engagement aim to make a significant contribution to resolving these social issues.	Arranging Awareness programs thro webinars related to COVID'19
13.Whether the AQAR was placed before	Yes

# statutory body?

Name of the statutory body

Name	Date of meeting(s)	
GOVERNING COUNCIL	08/07/2020	

# 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	30/06/2022

### 15. Multidisciplinary / interdisciplinary

The Anna University of Chennai has implemented a comprehensive framework to enhance the educational experience of engineering students by prioritizing the integration of multidisciplinary knowledge, in alignment with the directives set forth by AICTE, New Delhi, and University guidelines. This strategic initiative entails the provision of professional elective courses, offering students a curated selection of cross-disciplinary subjects. Through this approach, students are empowered to exercise autonomy in their academic pursuits, enabling them to explore diverse fields of study that resonate with their individual interests and professional aspirations, thereby fostering a well-rounded educational journey.

At our institution, supplementary courses are introduced employing an interdisciplinary approach, synthesizing knowledge, methodologies, and viewpoints from various disciplines. This method yields numerous advantages for students, including:

- 1. In interdisciplinary courses, students gain a comprehensive grasp of complex issues by blending insights from multiple subjects.
- 2. Through exploring problems from diverse perspectives, students enhance their critical thinking skills.
- 3. Students develop versatile abilities such as integrative thinking, teamwork, communication, and adaptability.
- 4. Interdisciplinary methods stimulate originality and encourage

innovative problem-solving approaches.

- 5. Collaborating with diverse peers not only strengthens teamwork skills but also expands professional networks.
- 6. Delving into new subjects promotes both intellectual and personal growth.
- 7. Students learn to tackle real-world challenges that require multidisciplinary solutions, enhancing their problem-solving capabilities.
- 8. Multidisciplinary experience provides a competitive edge in the job market, offering enhanced career prospects.

# 16.Academic bank of credits (ABC):

The National Academic Depository (NAD) is now being used by the institution to register with the Academic Bank of Credits (ABC). SMIT acknowledges the upcoming implementation of the National Education Policy modifications for the upcoming academic years, as per the State Government's orders and its affiliation with Anna University, Chennai.

# 17.Skill development:

Our institution is committed to nurturing both the technical prowess and non-technical aptitudes of our students by instituting a diverse array of programs and initiating a skill development club. By facilitating opportunities for industry partnerships, tailored mentorship, comprehensive skill enhancement and active student engagement, our aim is to furnish students with the requisite proficiencies to excel in their chosen fields and professions.

SMIT has established specialized committees entrusted with orchestrating and executing skill development endeavors. The Management and Higher Authorities have mandated each department to integrate Value-Added Courses alongside the traditional academic curriculum, contingent upon prior approval and endorsement of course materials by the affiliating university. Faculty members are entrusted with the responsibility of delivering these value-added courses and are encouraged to engage in technical training programs provided by industry entities. Upon completion of these courses, assessments are administered, and certificates are bestowed upon deserving students.

### 18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,

Page 11/75 19-03-2024 04:35:43

### culture, using online course)

The organization aims to combine the three most important international philosophies that represent the Indian way of life: harmony, peace, and sustainable development. Acknowledging the inherent worth of Indian Knowledge Systems, the establishment hopes to establish a new paradigm in education. This goal is achieved through a variety of institutional programs that are carefully designed to support students' overall growth.

At our institution, we have strategically outlined forthcoming events focused on the Indian Knowledge System. In our endeavor to cultivate a deep appreciation for cross-state cultures among our students and foster awareness of diverse customs across regions, we observe traditional days with commemorative events. Furthermore, recognizing the paramount importance of effective communication skills in interpersonal interactions, we provide rigorous training to our students in this domain. Encouraging a broader perspective, we actively motivate for students to participate in inter-state travel, facilitating their immersion in varied cultural settings and the assimilation of diverse customs.

In order to give students a profound understanding of Indian culture and customs, the college observes Ethnic Day and Cultural Day as occasions to highlight and celebrate all that is Indian. These festivities serve as colorful representations of the rich fabric of Indian diversity and legacy, with participants dressing in regalia representing various states.

Various competitions such as Rangoli, Mehendi, and other traditional art forms are carefully arranged for all students of the college. These events serve as lively representations of Indian culture and display traditional talents. The institution consistently supports these activities as part of its long-term dedication to conserving and promoting Indian heritage.

The institution observes various national and international commemorative days including Environment Day, Yoga Day, International Day and others to promote a sense of global citizenship with an Indian perspective.

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

SMIT adheres to the principles of Outcome-Based Education (OBE),

Page 12/75 19-03-2024 04:35:43

featuring standardized Program Outcomes (POs) and Course Outcomes (COs) specified by the university. Faculty members enjoy the autonomy to include or adjust course objectives according to unique course needs. COs are developed by considering the course material and are aligned with Program Outcomes (POs) through an articulation matrix. Values of Low (1), Moderate (2), or High (3) are assigned, and a weighted average is calculated for each PO to determine a threshold value. The course outcomes delineate the knowledge and abilities students acquire after completing each course, detailing the cognitive processes provided by the curriculum.

Information regarding POs, Program Educational Objectives (PEOs), and Program Specific Outcomes (PSOs) is disseminated through multiple channels, including the institution's website, Head of the Department rooms, faculty cabins, laboratories, and department notice boards. Printed materials are also distributed to students. Students are introduced to Course Outlines during orientation sessions, and lecture plans for all courses are provided to them.

Program Outcomes (POs) represent the knowledge, skills, and attitudes students acquire upon completing their courses. PSOs define outcomes that equip students with information and skills directly relevant to improving society and promoting sustainability. POs and PSOs are evaluated and discussed by students and faculty members during lecture hours and class committee meetings.

PEOs outline the professional accomplishments that graduates are expected to attain and assess the program's efficacy in preparing students to address global concerns.

# 20.Distance education/online education:

Affiliated with Anna University, SMIT oversees academic promotions in accordance with the regulations set forth by Anna University, Chennai, and the AICTE in New Delhi. Presently, no initiatives have been launched to promote student enrollment and advancement in distance education programs.

Page 13/75 19-03-2024 04:35:43

It is strongly encouraged that both faculty members and students actively participate in online courses offered by various platforms, including Swayam. Successful completion of these courses results in monetary compensation and certificates of appreciation. Awareness programs, spearheaded by the Swayam NPTEL at SMIT, aim to motivate faculty and students to enroll in online courses. To ensure the effective utilization of ICT tools, both faculty members and students receive requisite training. These tools are employed by faculty members for conducting courses, delivering specialized classes, and facilitating communication and evaluation procedures.

Extended Profile		
1.Programme		
1.1	565	
Number of courses offered by the institution acros during the year	ss all programs	
File Description	Documents	
Data Template	<u>View File</u>	
2.Student		
2.1	567	
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	<u>View File</u>	
2.2	186	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description Documents		
Data Template <u>View File</u>		
2.3		
Number of outgoing/ final year students during the year		

File Description	Documents	
Data Template		View File
3.Academic		
3.1		175
Number of full time teachers during the year		
File Description	Documents	
Data Template		<u>View File</u>
3.2		175
Number of sanctioned posts during the year		
File Description	Documents	
Data Template		<u>View File</u>
4.Institution		
4.1		72
Total number of Classrooms and Seminar halls		
4.2		446.6
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		750
Total number of computers on campus for academ	nic purposes	
Par	t B	
CURRICULAR ASPECTS		
1.1 - Curricular Planning and Implementation		
1.1.1 - The Institution ensures effective curriculun documented process	n delivery throug	h a well planned and
Since 1996, our institution has been affiliated with Anna University in Chennai. At the start of each academic year, the principal gathers all faculty members for meetings to brainstorm strategies for effectively carrying out the curriculum, along with extracurricular and extension initiatives.		

Page 15/75 19-03-2024 04:35:43

We make sure to carefully stick to Anna University's curriculum plan, creating and teaching our syllabi with great care to help our students succeed. As part of Anna University, we always keep ourselves informed about the newest ways of teaching and make sure we follow all the rules set by the government and the university.

The Head of Departments (HODs) are in charge of allocating subjects to faculty members based on their areas of competence, estimating the workload for faculty members, and issuing subject preference lists.

To enable efficient planning and delivery, lesson plans are divided into modules, and all content is recorded in work diaries.

To meet the unique learning needs of each student, remedial and bridge courses are offered in addition to regular course delivery.

Through regular review sessions, the fulfilment of the syllabus is constantly evaluated, and action plans are put into place as appropriate.

Faculty members use a variety of pedagogical techniques, including caselets, microteaching, gamification, subject quizzes, crossword puzzles, critical thinking exercises, research projects, and fieldwork, to improve the effectiveness of their instruction.

In order to maintain learning throughout the COVID-19 epidemic, a hybrid teaching approach was implemented, making use of tools like Zoom and Google Meet.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://smit.edu.in/engineering/NAAC/crite ria_1/1.1.1_UPLOADING_2.pdf

# 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

To meet the unique learning needs of each student, remedial and bridge courses are offered in addition to regular course delivery.

Through regular review sessions, the fulfilment of the syllabus is constantly evaluated, and action plans are put into place as

Page 16/75 19-03-2024 04:35:43

appropriate.

Faculty members use a variety of pedagogical techniques, including caselets, microteaching, gamification, subject quizzes, crossword puzzles, critical thinking exercises, research projects, and fieldwork, to improve the effectiveness of their instruction.

In order to maintain learning throughout the COVID-19 epidemic, a hybrid teaching approach was implemented, making use of tools like Zoom and Google Meet.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://smit.edu.in/engineering/NAAC/crite ria 1/1.1.1 UPLOADING 1.pdf

# 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

# E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<u>View File</u>
Any additional information	<u>View File</u>

# 1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

# 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	<u>View File</u>
Minutes of relevant Academic Council/ BOS meetings	<u>View File</u>
Institutional data in prescribed format (Data Template)	<u>View File</u>

# 1.2.2 - Number of Add on /Certificate programs offered during the year

# 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

34

File Description	Documents
Any additional information	<u>View File</u>
Brochure or any other document relating to Add on /Certificate programs	<u>View File</u>
List of Add on /Certificate programs (Data Template )	<u>View File</u>

# 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

500

File Description	Documents
Any additional information	<u>View File</u>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

### 1.3 - Curriculum Enrichment

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

With a view to instill moral and social values pertaining to professional Ethics and Human values, institution has taken special initiatives to conduct various events like seminars, guest lectures, Induction program for our students.

To tone the students with strong moral compass

Page 18/75 19-03-2024 04:35:43

oTo instill the values of democratic decentralization and participatory democracy

- To promote the values of social and economic equality
- To help the students develop attitudes, behaviours and personality in accordance with the expected social norms and values

oTo nurture human values of courage, Integrity, charity, compassion for others and group cohesion

• To make the students understand the ideal so freedom, equal rights, liberty, social justice and human dignity.

### ii) Cross cutting issues relevant to Gender

The College offers a course on "Introduction to Women and Gender Studies" (MX3081) for second year UG students to sensitize them on gender equity and women empowerment. Many UG programmes have gender related courses or modules, such as Gender Politics in India, Women Entrepreneurship, Women Writings, Women in Sports and Games, and Feminist Epistemology.

iii) Cross cutting issues relevant to Environment and Sustainability

There have been conscious and continuous efforts at incorporating environmental concern into the curriculum as well as in the core values of the InstitutionThe institution takes responsibility to create the awareness among students for protecting the environment through various initiatives. Colleges has green campus and as an impact on eco friendly ambience.

File Description	Documents
Any additional information	<u>View File</u>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<u>View File</u>

### 1.3.2 - Number of courses that include experiential learning through project work/field

Page 19/75 19-03-2024 04:35:43

# work/internship during the year

12

File Description	Documents
Any additional information	<u>View File</u>
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<u>View File</u>
MoU's with relevant organizations for these courses, if any	<u>View File</u>
Institutional Data in Prescribed Format	<u>View File</u>

# 1.3.3 - Number of students undertaking project work/field work/ internships

155

File Description	Documents
Any additional information	<u>View File</u>
List of programmes and number of students undertaking project work/field work//internships (Data Template)	<u>View File</u>

# 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the	A. All of the above
syllabus and its transaction at the institution	
from the following stakeholders Students	
Teachers Employers Alumni	

Page 20/75 19-03-2024 04:35:43

File Description	Documents
URL for stakeholder feedback report	https://smit.edu.in/engineering/NAAC/crite ria 1/1.4.1 2021 Feedback analyis with act ion_taken_report.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

# **1.4.2 - Feedback process of the Institution** may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<u>View File</u>
URL for feedback report	https://smit.edu.in/engineering/NAAC/crite ria 1/1.4.1 2021 Feedback analyis with act ion taken report.pdf

# TEACHING-LEARNING AND EVALUATION

# 2.1 - Student Enrollment and Profile

# 2.1.1 - Enrolment Number Number of students admitted during the year

# 2.1.1.1 - Number of students admitted during the year

208

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

# 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

# 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

Page 21/75 19-03-2024 04:35:43

### 194

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

# 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution caters to the needs of the students, in terms of knowledge, skills and experience. The enrolled students are assessed based on their previous higher secondary results and medium of instruction.. The students are categorized into advanced learners and slow learners based on their performance in academics, co-curricular and extracurricular activities. To bridge the knowledge gap of the students, the Institution makes effort to identify and respond to special motivation needed for advanced learners and slow learners. The following efforts are made to enhance the knowledge and skills of the advanced learners. Motivation is given to help students for getting admitted in foreign universities. Special coaching is given to fetch university ranks and Gold medal. Motivation is imparted to sensitize the students towards society by encouraging them to actively involved in NSS/YRC activities. Enough opportunity is given to nurturing the organizing capabilities in events. Encouragement is given to enroll in professional societies and to participate in activities organized by professional societies, and for submitting project proposals to funding agencies and publish papers in journals and conferences.. Special coaching is imparted for clearing Competitive exams. The best outgoing student and topper are identified and they are awarded with cash prize and certificate. Remedial classes are conducted for slow learners.. To increase the interest in learning, the slow learners are exposed to practical engineering., Special internship programs .Students are trained using innovative teaching aids to visualize the concepts which assist in the learning process

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_2/2.2.1.pdf
Upload any additional information	<u>View File</u>

# 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
398	175

File Description	Documents
Any additional information	<u>View File</u>

# 2.3 - Teaching- Learning Process

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

SMIT believes in the adoption of students centric methods to enhance student involvement as a part of Experiential learning,, participative learning and problem solving methodology.

### Experiential learning:

- 1. Practical courses (laboratory) including virtual labs are made compulsory in the curriculum.
- Technical know how regarding maintenance and repairing activities of various lab equipment.
- 3. Different learning methods viz. problem-based, case-based, project-based, inquiry based, computation-based, cooperative (work or community-based) are implemented wherever feasible.
- 4. Students are encouraged to take up innovative projects and mini projects.
- 5. Organization of exhibitions and open house projects

# Participative learning

- Design/development of solutions: Students attempt to develop solutions for complex engineering
- Project works involving latest technologies and use of advanced soft-wares like Lab view, CSS python, Matlab, CAD

- etc. are encouraged. Participation in professional societal activities of IEEE, ISTE, ACM, CSI, IETE, etc. is currently mandatory.
- 3. Regular Quizzes Quizzes are organized for student participation at intra or inter-department levels.
- 4. Seminar Presentation Students develop technical skills while presenting papers in seminars.
- 5. Proficiency in soft and communication skills through lab sessions.

### Industry interaction and summer training

- Industrial / field visits, Practical training / internship at Industry and/or renowned institutions like TCS, Infosys, IBAT, Ofer Nalayan, and Sutherland etc. are mandatory at present.
- Periodical Guest lectures on topics relevant to employment skills by personnel from respective organizations / industry.

# Problem solving methodologies adopted are

- 1. Giving assignments and quizzes at the end of instruction of each unit.
- 2. Case Study Analysis and Discussion.
- 3. Product Design and development.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_2/2.3.1-Teaching-Learning- process.pdf

# 2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Online classes and other activities for all UG and PG programs were conducted during the year 2020-21 due to Covid situation .The SMIT Faculty members are practicing effective content delivery by using ICT tools in the online lecture class for better understanding and reinforcement of the concepts. ICT for course delivery includes power point presentation, video conferencing or educational websites. The institution has wide availability of

Page 24/75 19-03-2024 04:35:43

computers in Laboratories in all departments and library, high speed internet access and general ICT knowhow among the students and the faculty. The faculties are trained for the efficient use of tools through online training sessions and faculty development programmes. Teaching/Learning methodologies include the use of ICT tools for illustrations and lectures, case-studies, project-basedmethods, experimental methods. Students are given specific assignments. To enhance the effectiveness, lectures are presented as 'learning dialogues' facilitating the students by way of answering a few questions or a brief peer group discussion .ICT components are embedded in the course contents of all disciplines which include free open source software and tools for all disciplines. It is used to conduct virtual labs, for developing projects. Google classroom facility, monitors the students' learning process through online quizzes, submission of online assignments, e-learning projects etc. ICT enabled TLP is supported with Regular Practical Sessions, access to Digital Library, Online Courses (MOOCS, NPTEL etc.), online journals,

File Description	Documents
Upload any additional information	<u>View File</u>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View File</u>

# 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

### 2.3.3.1 - Number of mentors

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

# 2.4 - Teacher Profile and Quality

# 2.4.1 - Number of full time teachers against sanctioned posts during the year

Page 25/75 19-03-2024 04:35:43

### 175

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>
List of the faculty members authenticated by the Head of HEI	<u>View File</u>

# 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

# 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

46

File Description	Documents
Any additional information	<u>View File</u>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<u>View File</u>

# 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

# 2.4.3.1 - Total experience of full-time teachers

### 544

File Description	Documents
Any additional information	<u>View File</u>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

# 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

### mode. Write description within 200 words.

Various measures have been taken by the Institution for Continuous Internal Evaluation (CIE) of students and for ensuring and monitoring their progress and improved performance. The mechanism of internal assessment is displayed in website and academic calendar.Our Institute ensures strict adherence of CIE activities as mentioned in the Academic Calendar.. The academic issues are discussed and the remedial actions are taken immediately. Every Semester two Assessment Tests, Class Test, Model exams are conducted as per the academic schedule framed by Anna University. Timetable for the internal tests are prepared by exam cell and after approved by Principal it is circulated to all students. Two sets of Question papers are prepared along with the model answer key by the respective subject faculty. It is verified by the department academic committee and and after approved by the Principal it is submitted to exam cell. The answer scripts are evaluated by the course coordinators and marks are displayed in notice boards . The pass percentage for each subject is fixed as 50% and students falling below the set pass percentage and absentees are instructed to appear for Retest with the second set of question paper as per the schedule framed . On line practical sessions are conducted as per schedule. Students are encouraged to do in-house projects and assessed thro project reviews. Faculties are asked to evaluate the answer script within two days after the test and marks should be submitted. Retest schedule is prepared after the completion of assessment test.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	
	https://smit.edu.in/engineering/AQAR/2020-
	<u>21/criteria 2/2.5.1.pdf</u>

# 2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

### Response:

To deal with internal examination related grievances, a streamlined mechanism is adopted and practiced. The details of the mechanism are:

• The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.

- To ensure proper conduct of assessment tests, invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within two days from the date of tests.
- The corrected answer scripts of the students are distributed to them for the verification by the students and any grievance regarding valuation or total mistake is redressed within three days after the grievance addressed.
- Regarding doubt in valuation of answer is clarified or rectified by verification with the answer key and thus the transparency in grievance redressal is followed.

The internal marks are prepared based on internal tests/ model exam marks and the same is displayed on notice board. Query if any is discussed with faculty and HOD and addressed

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	
	https://smit.edu.in/engineering/AQAR/2020-
	<u>21/criteria 2/2.5.2.pdf</u>

# 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Mechanism of Communication of Program Outcomes and Course Outcomes:

- Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are made available on the college website.
- Program Outcomes (POs) and Program Specific Outcomes (PSOs) are published in the Prospectus.
- Program Outcomes (POs) and Program Specific Outcomes (PSOs) are displayed in the respective department's Notice Boards.
- Program Outcomes (POs) and Program Specific Outcomes (PSOs) are published in the department Academic Calendar.
- Program Outcomes (POs) and Program Specific Outcomes (PSOs) are mentioned in the department's Newsletters/ Magazines.
- During the orientation program, students are informed about Program Outcomes (POs) and Program Specific Outcomes (PSOs).Course Outcomes (COs) listed in the syllabus copy are

- distributed to students.
- Awareness about Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) is spread during department level meetings (Class committee meetings, seminars etc.,) and activities.
- Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are mentioned in the subject lesson plan and circulated to the students.

Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are published in log books

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 2/2.6.1.docx
Upload COs for all Programmes (exemplars from Glossary)	<u>View File</u>

# 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Institution monitors and ensures the achievements of Program Outcomes (POs) and Program Specific Outcomes (PSOs) through the following measures:

### 1. Direct Measures

- 1. Assessment Tests
- 2. Model Examination
- 3. End Semester Examination
- 4. Student's Feedback

Assessment Tests are conducted twice in a semester and one Model exam as per the schedule mentioned in the academic calendar. Cognitive levels of the students are tested and analyzed for improvement Assignments.are given to students, and considered for internal marks. Students are asked to give Seminars on interested topics. Laboratory session are conducted and experiments done as per and beyond syllabus. Mini projects and project are done by group of 2 to 4 under a project supervisor. Project Work done by students and designed prototype is converted to product. It is evaluated by conduct of Viva Voce examination by examiner appointed by Anna University. The end semester examination is

conducted with the question papers set by the university. It is evaluated by examiners appointed by Anna University and results are analyzed and reviewed by HOD and Principal.

### 2. Indirect Measures

Following method are used to adopt indirect measures.

- Alumni survey is done every year and analysed based on feedback. The feedbacks are analyzed and the suggestions are taken into consideration
- Parent's Feedback is collected and considered for improvement

Employer's Feedback is received from employers to know and understand the performance of graduates & skill level of students for further improvement

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_2/2.6.2.xls

# 2.6.3 - Pass percentage of Students during the year

# 2.6.3.1 - Total number of final year students who passed the university examination during the year

156

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/6.5docx

# 2.7 - Student Satisfaction Survey

Page 30/75 19-03-2024 04:35:43

# 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://smit.edu.in/engineering/AQAR/2020-21/criteria\_2/2.7.1.docx

# RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

- 3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)
- 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

13.73

File Description	Documents
Any additional information	<u>View File</u>
e-copies of the grant award letters for sponsored research projects /endowments	<u>View File</u>
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

# 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

# 3.1.2.1 - Number of teachers recognized as research guides

05

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

- 3.1.3 Number of departments having Research projects funded by government and non government agencies during the year
- 3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the year

09

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>
Supporting document from Funding Agency	<u>View File</u>
Paste link to funding agency website	https://smit.edu.in/engineering/AQAR/2021- 22/criteria 3/3.1.1 21-22.pdf

# 3.2 - Innovation Ecosystem

# 3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Sri Muthukumaran Institute of Technology (SMIT) is facilitated by three main cells: the Institute Innovation Cell (IIC), the Intellectual Property Rights (IPR) Cell, and the Entrepreneurship Development Cell (EDC). These cells were established to promote research and innovation within the institution. They organize various seminars and workshops covering research areas, methodological approaches, IPR awareness, patent drafting, as well as seminars and camps on entrepreneurship development.

Converting a project into a product stimulates entrepreneurial skills among the students, a process facilitated by both the IIC and EDC cells. The IIC motivates students to participate in hackathons and contests and assists them in preparing funding proposals. These events have been conducted since 2017 by the IIC and EDC.

The Intellectual Property Rights (IPR) Cell facilitates the preservation of faculty and student innovation. Sep 2020, online workshop is conducted to publish research article in reputed journals for faculties and research scholars. 58 participants actively participated. Digital certificates sent to them through registered email.

May 2021, online webinar titled on Dare to Dream - Entrepreneur was conducted to students aimed to stimulate to become a successful entrepreneur. 72 students enthusiastically participated from various departments.

Page 32/75 19-03-2024 04:35:43

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_3/3.2.1_innovative_ecosystem_S igned_Copy.pdf

# 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

# 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

10

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	<u>View File</u>
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

# 3.3 - Research Publications and Awards

# 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

# 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide, title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>

# 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

# 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

Page 33/75 19-03-2024 04:35:43

28

File Description	Documents
Any additional information	<u>View File</u>
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

- 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/international conference proceedings per teacher during the year
- 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings year wise during year

53

File Description	Documents
Any additional information	<u>View File</u>
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

# 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NSS and Other Club Units of Departments Organizes Several activities in our institution. Various activities like Blood Donation camp, Plantation of Trees, Cleanliness of the surrounding areas of the institution, Covid -19 Vaccination awareness program, Hygiene and sanitation awareness program, Special camp etc. During Covid - 19 Pandemic, Our Institution has conducted few COVID-19 awareness Program nearby government school children to keep themselves safe and neat by explaining about 3 magic words SMS "Sanitise mask local distancing".

Students actively participated in the above activities makes the awareness of the social issues; the impact is that students are made to realize the importance of Cleanliness, Pollution control, saving of water etc. These explores and impacts of experience shall make the students a holistic development and thinking of doing there internship projects based on the social cause. Students could also educate their family with respect to the above

fields. The impact of Covid-19 on students was the realization of the technology in education system. SMIT strongly believe that every citizen is responsible to make clean and green India to ensure the participation of every student in the program.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill, self-confidence, and Social responses of students.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_3/3.4.1_Extension_Activties.pd f
Upload any additional information	<u>View File</u>

- 3.4.2 Number of awards and recognitions received for extension activities from government / government recognized bodies during the year
- 3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

05

File Description	Documents
Any additional information	<u>View File</u>
Number of awards for extension activities in last 5 year (Data Template)	<u>View File</u>
e-copy of the award letters	<u>View File</u>

- 3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year
- 3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

03

File Description	Documents
Reports of the event organized	<u>View File</u>
Any additional information	<u>View File</u>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

# 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

# 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

57

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	<u>View File</u>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

# 3.5 - Collaboration

# 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/internship during the year

# 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

12

File Description	Documents
e-copies of related Document	<u>View File</u>
Any additional information	<u>View File</u>
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

# 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

Page 36/75 19-03-2024 04:35:43

#### houses etc. during the year

# 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

09

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<u>View File</u>
Any additional information	<u>View File</u>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<u>View File</u>

#### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has earmarked 72 classrooms, 12 Tutorial halls, 9 seminar halls, The class rooms are provided space as per AICTE norms, adequately ventilated and fitted with modern furniture and safe electrical equipment's. Around 82% of the class rooms and seminar halls are equipped with ICT facilities. Smart class rooms are equipped with Smart boards, LCD projectors, Computer with internet connection, required furniture, and Air conditioners. The classrooms of respective departments consist of essential provisions to enable the use of LCD Projector and Laptop for Teaching-Learning process. Laboratories in all the departments comprise equipment's/ Machines as per Anna University norms and beyond. Every year around 100 latest configuration computing equipment are purchased. 40 laboratories and around 1000 computing equipment's. Every year 100 latest configuration computing equipment are purchased. The College has Auditorium & Seminar halls with LCD projectors, computers with internet facilities and public address system. These halls are utilized for Extra Curricular Activities such as Cultural program, College day, Cultural competition for Intercollege and Intra college competition. The Institution has High tech volley ball, basketball, football and cricket grounds. The indoor sports facilities include Chess, Carom, gymnasium, yoga centre and facilities for other indoor games. The college has tradition of

Page 37/75 19-03-2024 04:35:43

conducting several intercollegiate Sports events (Zonal Match). The central library has a collection of 49,061 volumes, 10996 titles, 3374 CD ROM's, 80 National journals, 80 International Journals, rare books, special reports and is automated using AUTOLIB software.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/ICT/S%26H/623%203.jpg

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

The College has Auditorium & Seminar halls with LCD projectors, computers with internet facilities and public address system. These halls are utilized for Extra Curricular Activities such as Cultural program, College day, Cultural competition for Intercollege and Intra college competition. The Institution has High tech volley ball, basketball, football and cricket grounds. The indoor sports facilities include Chess, Carom, gymnasium, yoga centre and facilities for other indoor games. The college has tradition of conducting several intercollegiate Sports events. The college has well maintained lawn, garden, ramp, health care centre, first aid box, fire extinguishers, Sanitary napkin vending machine, Temple. The campus also has generator, RO Water purifier, CCTV Surveillance, Canteen provides hygiene food. The college has Hostel facility for both Boys and Girls. The Entrepreneurship development cell, Research & Innovation cell, Placement cell provides consistent support and motivations to the students for their self-development. Laboratories in all the departments comprise equipment's/ Machines as per Anna University norms and beyond. Every year around 100 latest configuration computing equipment are purchased. 40 laboratories and around 1000 computing equipment's. Every year around 100 latest configuration computing equipment are purchased.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/ICT/SPORTS/20230418_32220PMByGPSMapCame ra.jpg

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

81

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2021- 22/criteria 4/20240319 134759.jpg
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

# 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

# 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

9.98

File Description	Documents
Upload any additional information	<u>View File</u>
Upload audited utilization statements	<u>View File</u>
Upload Details of budget allocation, excluding salary during the year (Data Template	<u>View File</u>

#### 4.2 - Library as a Learning Resource

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

Page 39/75 19-03-2024 04:35:43

Name of the ILMS: AutoLib

Nature of Automation: Partially

Version: Updated

Year of Automation: 2000

About AutoLib:

AutoLib Software is designed to manage the institution al library management process it has provision to log almost all stock kept in the library like books, periodicals, back volumes and other non book materials etc.,

Modules of AutoLib

#### 1. Administration Module

Sign in to Administration module: The Administration module works in multilevel security the default user is Librarian and the default password will be shared with librarian at the time of installation.

Characteristics and Features:

- Manage Members
- Manage Books
- Manage Non-books
- Manage Periodicals
- Circulation of Materials

#### 2. Online Public Access Catalogue (OPAC)

The Online Public Access Catalogue includes the following facilities like

- Periodicals search
- Non book search
- Member due check
- Member transaction history view check
- Book Reservation

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional Information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_4/lib/IMG-20240319-WA0016.jpg

# 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

#### D. Any 1 of the above

File Description	Documents
Upload any additional information	<u>View File</u>
Details of subscriptions like e- journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

# 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

# 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

#### 2.22

File Description	Documents
Any additional information	<u>View File</u>
Audited statements of accounts	<u>View File</u>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

# 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

#### 4.2.4.1 - Number of teachers and students using library per day over last one year

0

File Description	Documents
Any additional information	<u>View File</u>
Details of library usage by teachers and students	<u>View File</u>

#### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Sri Muthukumaran Institute of Technology offers 11 UG Courses in Engineering and Technology, Six PG Courses in Engineering and also offers MBA and MCA. SMIT has a well-equipped IT infrastructure with internet speed of 100 Mbps 1:1 Broad Band from Airtel internet service provider over 24X7.

Internet can be accessed from more than 400 desktop computers through LAN and WiFi. The IT Centre of SMIT supports campus wide fiber optic network and wireless networks with high quality routers, hub, switches that connects all the academic Departments, Library, Placement Cell and Exam cell of the College. The IT Centre provides System Administration and Technical support which includes software installation, network monitoring (both wired & wireless), internet connection and etc.SMIT have Totally six servers including two number of HP Server-Proliant 8GB RAM/2TB SATA.

SMIT has totally 655computers with high configuration. SMIT also has smart boards, LCD Projectors for smooth conduction of Seminar, Workshop, Faculty Development Programs, Conference and etc. We also use open-source operating systems such as Ubuntu and open-source software. Wi-Fi is provided for all the department and it is upgraded often. Firewall and Anti-virus software is installed to ensure better security.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AOAR/2020- 21/criteria 4/IT Infrastructure 2020-2021. docx

#### 4.3.2 - Number of Computers

655

Page 42/75 19-03-2024 04:35:43

File Description	Documents
Upload any additional information	<u>View File</u>
List of Computers	<u>View File</u>

### **4.3.3** - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<u>View File</u>
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

#### 4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

# 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

436.59

File Description	Documents
Upload any additional information	<u>View File</u>
Audited statements of accounts	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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

The Institution has earmarked 60 classrooms, 12 Tutorial halls, 9 seminar halls, The class rooms are provided space as per AICTE norms, adequately ventilated and fitted with modern furniture and safe electrical equipment's. Around 82% of the class rooms and seminar halls are equipped with ICT facilities. Smart class rooms are equipped with Smart boards, LCD projectors, Computer with internet connection, required furniture, and Air conditioners. The

Page 43/75 19-03-2024 04:35:43

classrooms of respective departments consist of essential provisions to enable the use of LCD Projector and Laptop/Computer for Teaching-Learning process. Laboratories in all the departments comprise equipment's/ Machines as per Anna University norms and beyond. Every year around 100 latest configuration computing equipment are purchased. 40 laboratories and around 1000 computing equipment's. Every year around 100 latest configuration computing equipment are purchased. The Institution has High tech volley ball, basketball, football and cricket grounds. The indoor sports facilities include Chess, Carom, gymnasium, yoga centre and facilities for other indoor games. The college has tradition of conducting several intercollegiate Sports events (Zonal Match). The central library has a collection of 49,061 volumes, 10996 titles, 3374 CD ROM's, 80 National journals, 80 International Journals, rare books, manuscripts, special reports and is automated using AUTOLIB software. Apart from the textbooks, GATE, GMAT, GRE, TOEFL Exams books are also available to prepare competitive exams for their students.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2021- 22/criteria_4/20240319_134742.jpg

#### STUDENT SUPPORT AND PROGRESSION

#### **5.1 - Student Support**

### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

# **5.1.1.1 - Number** of students benefited by scholarships and free ships provided by the Government during the year

~	- 4	4
- ≺	4	- 1

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

# 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

# 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

341

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

# 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A.	All	of	the	above
----	-----	----	-----	-------

File Description	Documents
Link to Institutional website	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 5/5.1.3.pdf
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	View File

Page 45/75 19-03-2024 04:35:43

# 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

335

# 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

335

File Description	Documents
Any additional information	<u>View File</u>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>

#### 5.2 - Student Progression

#### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

Page 46/75 19-03-2024 04:35:43

60

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of student placement during the year (Data Template)	<u>View File</u>

#### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

7

File Description	Documents
Upload supporting data for student/alumni	<u>View File</u>
Any additional information	<u>View File</u>
Details of student progression to higher education	<u>View File</u>

# 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

# 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	<u>View File</u>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

#### **5.3 - Student Participation and Activities**

Page 47/75 19-03-2024 04:35:43

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

0

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, cocurricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

An active Student Council is essential for fostering student engagement and ensuring their voices are heard within the institution. By organizing events, advocating for student needs, and facilitating communication between students and administration, the Student Council plays a pivotal role in enhancing the overall student experience.

One critical aspect of an active Student Council is its role in ensuring student representation on academic and administrative bodies and committees. This representation allows students to have a direct say in decisions that affect their academic journey and campus life. Student representatives bring unique perspectives and insights to discussions on curriculum development, campus policies, and student services, thereby contributing to more inclusive and student-centered decision-making processes.

Through effective student representation, the Student Council promotes transparency, accountability, and collaboration between students and the administration. This not only strengthens the relationship between students and the institution but also empowers students to actively participate in shaping their

Page 48/75 19-03-2024 04:35:44

educational environment. Overall, the presence of an active Student Council and robust student representation on academic and administrative bodies enriches the collegiate experience and fosters a sense of community and ownership among students.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_5/5.3.2writeup2020-2021.docx
Upload any additional information	<u>View File</u>

# **5.3.3** - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

# **5.3.3.1** - Number of sports and cultural events/competitions in which students of the Institution participated during the year

38

File Description	Documents
Report of the event	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni are the key persons who promote the rate of Institution advancement appreciably by their loyal support, spirit of contribution in terms of financial as well as academic support. Alumni act as a bridge between the Institute and industries for interaction on new developments in different disciplines of Engineering, Management and Computer Applications. Alumni serve as

Page 49/75 19-03-2024 04:35:44

role models for the current students. Alumni are often in the position to engage the expertise of the Institution in their professional career.

Focusing the above as objectives, our Institution has taken initiatives to register an Alumni Association in the name Sri Muthukumaran Institute of Technology Alumni Association (SMITAA) under Tamilnadu Society Registration Act 1975 with the following details:

Established in 18th July 2018

Alumni Association Registration Number: 318/2018

One of the main purposes of alumni associations is to support a network of former graduates who will in turn help to raise the profile of the college. Alumni Association aim to bring together like minded individuals for memorable and concise. we conduct Alumni meet to carry out the following activities like Mock interviews, guidance program for the students before their placement, Act as Jury member, Function as visiting Faculty for professional and academic enrichment.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_5/5.4.1_alumni.pdf
Upload any additional information	<u>View File</u>

# **5.4.2 - Alumni contribution during the year** (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<u>View File</u>

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

Page 50/75 19-03-2024 04:35:44

To emerge as a Premier Institute of supreme standards imparting professional education and research with high ethical values towards meeting global challenges

#### Mission

- Generating abundant resources and providing holistic academic ambience that supports intellectual growth and skill acquisition to achieve supreme standards in professional Education.
- Promoting collaborative multidisciplinary innovative research Programs in synergy with global Challenges to achieve supreme standards in research.
- Imparting value based Education and instilling high ethical values to dedicate advancement of technology for the benefit of humanity.

The alumni association, staff, management, principal, IQAC members, and numerous committees collaborate to establish and execute goals within the governance framework. Heads of Departments (HODs) oversee the allocation of subjects to instructors and the creation of schedules based on workload considerations. Both staff and students are encouraged to offer suggestions for school improvement, many of which are implemented and regularly assessed for effectiveness.

Staff meetings foster open democratic discussions aimed at promoting institutional advancement. Staff members also serve as counselors and coordinators to engage students in various initiatives. Management actively participates in events, provides financial support, and oversees their execution. The college maintains strong ties with all local government agencies, including police and district administrations, government and private hospitals, forest departments, and religious institutions. Additionally, the college collaborates with various nongovernmental organizations (NGOs) and clubs like Rotary and Lions.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 6/6.1.1 vision%2C mission.pdf
Upload any additional information	<u>View File</u>

Page 51/75 19-03-2024 04:35:44

# 6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Governing Body (GB) holds the highest authority for developing and approving the institution's strategic plans. It comprises members from the Board of Management, the Chief Executive Officer, UGC nominees, State Government nominees, Affiliating University nominees, educators, senior faculty, and the principal, who serves as the ex-officio member secretary.

Before implementation, policies and decisions regarding cocurricular and extracurricular activities, research and development, and academics made by the Academic Council (AC) must be ratified by the Governing Body (GB).

Once accepted by the AC and GB, the Principal leads the implementation of impactful techniques and policies. In their role as team leader, the Principal delegates administrative responsibilities to Deans, Heads of Departments (HoDs), Convenors, and Coordinators to oversee and manage daily operations.

#### Decentralization

The institution's IQAC and Statutory Committees are dedicated to enhancing quality standards. At the start of each academic year, faculty members convene to discuss operational matters. Committees are formed with specific roles and are accountable to both the Principal and IQAC. Feedback from stakeholders guides future improvements. Department Heads oversee daily operations, while the Principal handles administrative and academic responsibilities. Faculty members actively participate in various committees. The Principal ensures the implementation of mentorship across all areas, while the IQAC monitors activities closely.

#### Participative management

Participative management entails involving employees in decisionmaking processes, fostering a sense of ownership and commitment among them. This approach boosts employee motivation and satisfaction while enhancing organizational performance through the exchange of knowledge and ideas.

Page 52/75 19-03-2024 04:35:44

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/6.1.2_governance_%26_leaders hip.pdf
Upload any additional information	<u>View File</u>

#### 6.2 - Strategy Development and Deployment

#### 6.2.1 - The institutional Strategic/perspective plan is effectively deployed

Achievement of student progression is evidenced through student's placement in their core companies. Every year around 20% of the students opt for higher education by clearing competitive examinations like GATE, TOFEL, GRE etc., They also get selected in other State/National level services Examinations. With an objective of nurturing leadership qualities and participatory spirit among students, an active Student Council is functioning in the college. Students are given opportunity to contribute towards Institution building by allocating active student roles in all the academic/administrative bodies/ committees of the Institution. The college organizes several cultural and sports meet in the Zonal/ State/ National level. There is a registered Alumni Association-SMITAA-functioning in the college which contributes significantly towards academic, infrastructural and outreach aspects of Institution building.

#### Strategic Plan

The management has a strategic plan which includes getting Autonomous status, ISOand Permanent Affiliation for new UG programs & few PG programs. The Institution is accredited by two times National Board of Accreditation (NBA). The Institute has got recognition from UGC under 2(f) and 12(B) scheme in the year 2017. The Institution is accredited by(NAAC) with B+ grade in the year 2018 and participated in the (NIRF) process since 2018. Our college has also participated in the (AISHE) from 2011 onwards. Personality Development Program for students, Faculty Development Program (FDP), research and consultancy projects are planned and executed to achieve the goal as recommended by IQAC.

Page 53/75 19-03-2024 04:35:44

File Description	Documents
Strategic Plan and deployment documents on the website	<u>View File</u>
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/function_bodies_6.2.2.pdf
Upload any additional information	<u>View File</u>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

To ensure smooth management, SMIT has established a comprehensive hierarchical organizational structure. This structure is depicted through an organogram, illustrating its various components and relationships.

#### Institutional policies

The leadership of the institute is responsible for formulating the general policies that the institute will implement. Both the institute's vision and its goal are reflected in the policies that have been implemented. The policies are put into action and strategies are developed by the subordinate entities in order to attain the intended result.

#### Institutional Administrative setup

The principal serves as the administrative head of the institution, overseeing all administrative operations. The leadership has established protocols to facilitate the execution of administrative tasks efficiently.

The heads of departments are tasked with managing administrative functions within their respective departments, following instructions from the institution's head. Daily, weekly, and monthly maintenance tasks on campus are carried out by personnel responsible for infrastructure and maintenance, overseen by the principal. Wardens, guided by the institution's leadership, oversee hostel administration for both male and female students.

The IQAC cell operates under guidelines established by the principal. Leadership ensures that administration of the library, placement, exam cell, research and development cell, sports,

Page 54/75 19-03-2024 04:35:44

welfare committees, and transportation aligns with established norms.

Appointment and service rules, procedures

The appointment process for both teaching and non-teaching staff, as well as the implementation of service rules and procedures, adheres to the guidelines set forth by the leadership team.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/function_bodies_6.2.2.pdf
Link to Organogram of the institution webpage	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 6/6.2.1 organisation.pdf
Upload any additional information	<u>View File</u>

# 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	<u>View File</u>
Screen shots of user inter faces	<u>View File</u>
Any additional information	<u>View File</u>
Details of implementation of e- governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

#### **6.3 - Faculty Empowerment Strategies**

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

Both teaching and non-teaching staff at the college benefit from a range of welfare schemes.

The administration provides financial assistance to facilitate faculty members' participation in training sessions, Faculty

Page 55/75 19-03-2024 04:35:44

Development Programs (FDPs), conferences, seminars, and workshops.

Fee reductions are available for children of staff members

Eligible faculty members can utilize subsidized transportation amenities, boarding, and staying accommodations.

The management ensures that benefits such as the Provident Fund (PF) and Employee State Insurance (ESI) are provided to the employees.

Affordable hostel and mess facilities are provided.

Sponsorships are available for publications

Transport services are offered to both teaching and non-teaching staff members.

Research incentives

Paid leave on-duty

Statutory and medical leave are provided for both teaching and nonteaching staff members.

Maternity Leave for Eligible Members of Faculty

Support for academic

Sponsorship is available for Ph.D. programs and for non-teaching paid on-duty permitted to pursue their UG/PG degree

Skill development and Faculty Development Programs (FDPs) for effective teaching and learning are provided.

Eligible faculty members are granted summer and winter vacations.

The library subscribes to journals and magazines to support research activities.

General Welfare Measures

Canteen facilities are accessible during regular and extended working hours.

The Women Empowerment Cell ensures the well-being of female

Page 56/75 19-03-2024 04:35:44

faculty members.

Wi-Fi services are provided for all staff members.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 6/6.3.1-WelfareofTeaching&NonT eaching-Staff.pdf
Upload any additional information	<u>View File</u>

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

24

File Description	Documents
Upload any additional information	<u>View File</u>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

- 6.3.3 Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year
- 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<u>View File</u>
Reports of Academic Staff College or similar centers	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

55

File Description	Documents
IQAC report summary	<u>View File</u>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non-teaching staff

A structured performance evaluation system has been implemented by the institution in order to assess performance and formulate suitable recommendations for career progression. Performance of Teaching Staff: Faculty members are obligated to fulfil a

Page 58/75 19-03-2024 04:35:44

comprehensive self-evaluation form that covers a wide range of topics, including academic curricular engagements, administrative responsibilities, and participation in activities at the collegiate level, membership in professional organizations, program participation, program completion, research undertakings. Performance of Non-Teaching staff: The assessment of non-teaching staff includes laboratory activities, departmental contributions, successful completion of skill development courses, and adherence to discipline standards, among other factors.

The performance appraisal system comprises the subsequent fundamental components:

#### Teaching Staff

The teaching staff is provided with comprehensive explanations of the performance appraisal system in advance.

Teaching staffs are obligated to submit their Apparaisal Form (AF)at the end of the academic year.

The promotion-eligible faculty members are chosen on the basis of their AFscore and are then expected to appear before the screeningand-selection committee.

The assessment of staff members' Afscores is conducted by the principal and their respective heads of department (HOD).

The responsibility of evaluating the performance of HODs lies with the principal.

#### Non-Teaching Staff:

The appraisal of non-teaching staff is based on the following parameters:

Personal interaction conducted by the principal with library and office staff.

Following evaluation of all parameters, remarks are provided by the principal.

Page 59/75 19-03-2024 04:35:44

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/6.3.5.docx
Upload any additional information	<u>View File</u>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

To ensure adherence to financial regulations, the Institution has implemented a stringent procedure to perform yearly internal and external audits of financial transactions. Six months of each year, the internal finance committee of the institution performs a comprehensive internal audit by scrutinizing revenue and expenditure data with great attention to detail. The principal then transmits the resultant internal audit compliance report to the administration of the institution. Furthermore, an annual external audit is performed by a third-party organization.

#### Mechanism

The principal presents a budget allocation plan to the management at the beginning of each academic year.

The college budget comprises recurring and non-recurring expenditures, including stationery, furniture, lab equipment purchases, and developmental costs, in addition to recurrent expenses.

The accounting department diligently oversees expenditures to ensure they are in accordance with the budget established by management. This includes performing accurate depreciation calculations for assets obtained in prior years.

All vouchers are subject to audits by a semi-annual internal finance committee, which examines invoices and vouchers in great detail to scrutinize costs under various headings. Any discrepancies that are discovered are expeditiously communicated to the principal.

Consistent with governmental regulations, chartered accountants

Page 60/75 19-03-2024 04:35:44

conduct routine audits of the college's financial statements. The auditor verifies the lawful authorization of all payments subsequent to the audit, and the management is presented with the report for approval. All inquiries that may emerge throughout the auditing procedure are expeditiously attended to, backed by pertinent supporting materials, within predetermined time limits.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/6.4.1.pdf
Upload any additional information	<u>View File</u>

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

### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

RS,30000/-

File Description	Documents
Annual statements of accounts	<u>View File</u>
Any additional information	<u>View File</u>
Details of Funds / Grants received from of the non- government bodies, individuals, Philanthropers during the year (Data Template)	<u>View File</u>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The financial management of SMIT College is reviewed by the Principal/ Administrative officer and the College accountant periodically. To make accuracy and transparency in the field of finance, both internal and external auditing is done regularly in our institution efficiently and efficiently.

#### Internal Audit:

With the approval of college governing body, internal auditor is appointed. All the financial transactions on a day-to-day basis are handled by the accounts section which comprises qualified accountants. The financial account is audited regularly by the

Page 61/75 19-03-2024 04:35:44

internal auditor. Timely submission of bills is a prerequisite for the release of any funds. All procurement is done through the official requisition. Separate ledgers are kept for fee collection and expenditure.

#### External Audit:

The External audit of the institution for each financial year is conducted by the external auditor appointed by the Institution management. The bills and vouchers of the revenue expenditures and also the Purchase registers are checked and verified by the audit team. Audit objections, if any, are settled by mutual discussions and clarifications. Finally, the external auditing team approves the balance sheet. A team of people from the office of the auditor visits periodically to audit the account statements and to consolidate the account details.

The college accountant extends all possible cooperation to the auditor for the smooth running of the audit.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/6.4.docx
Upload any additional information	<u>View File</u>

#### **6.5 - Internal Quality Assurance System**

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

The IQAC has played a pivotal role in institutionalizing quality assurance strategies and processes.

Participation in NIRF ranking: Participation in surveys and rankings conducted by NIRF and other reputable private publications is led by the IQAC. The organization distributes the criteria for these evaluations to every department, encouraging them to proactively engage in endeavors that improve quality and accumulate points in accordance with these criteria.

CO-PO Attainment Process: The course outcomes (COs) are carefully established in accordance with the program outcomes (POs) and are easily obtainable through the syllabus. The mapping of course outcomes to program outcomes is conducted by the faculty members

Page 62/75 19-03-2024 04:35:44

for each individual course, utilizing an articulation framework that is applied to all courses and programs.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 6/6.5.3%28c%29.docx
Upload any additional information	<u>View File</u>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) implements a methodical procedure to conduct routine evaluations of the Teaching-Learning process. The Calendar Validation Committee supervises and evaluates the Academic Calendar, which records meticulously scheduled academic activities. In addition to financial audits, periodic academic and administrative audits are performed to ensure efficient monitoring and evaluation.

The IQAC evaluates the teaching-learning process on a regular basis and proactively implements quality improvement measures. The Academic Calendar, which is comprehensively organized and widely circulated within the Institute, is rigorously followed. It includes information regarding commencement and conclusion dates of semesters, holidays, and Continuous Internal Assessment schedules.

Upon enrolment, students are obligated to participate in the Orientation Program. This program serves to familiarize them with the Institute's guiding principles, unique educational methodology, assessment procedures, fundamental courses, extracurricular activities, disciplinary regulations, and campus infrastructure via a guided tour.

In order to maintain efficiency, Tutors and Discipline Committee members perform sporadic examinations, whereas students engage actively in Class Committees to offer feedback that contributes to continuous enhancements in the educational process. IQAC, in conjunction with faculty members and instructors, actively seeks and evaluates student feedback and suggestions. Students are also given channels through which to provide input to the Principal.

The Principal, in collaboration with department heads and individual faculty members, participates in comprehensive analysis and feedback sessions. This process facilitates the implementation of IQAC recommendations, which enable well-informed decisions and adjustments. As a result, the teaching-learning methodologies are consistently assessed and improved.

File Description	Documents
Paste link for additional information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_6/6.5.2-Orientation_Program.pd f
Upload any additional information	<u>View File</u>

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://smit.edu.in/engineering/AQAR/2020- 21/criteria 6/6.5docx
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

#### INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

In education, gender equality is more important. Gender-equitable

Page 64/75 19-03-2024 04:35:44

education systems empower both girls and boys to develop the skills of life that young people need to succeed.

The Women empowerment cell guiding the girl students in their career advancement and skill development through various guest lecturers, seminars and welfare activities from the beginning.

Drug awareness programmes, Awareness regarding sexual assaults were provided to both Girls and Boys were conducted through virtual mode in 2021.

The institution feels that the security for the students not only on physical, rather it includes emotional also. We do have a Counselor, who can be easily accessible to help the girl student's personal problems also. The students can share their struggles/issues with them without any hesitation and they will be protected from any kind of harassment inside or outside of the campus. This will be much helpful for the students to share their issues and get some relief.

We do have different committees like Anti-Ragging Committee, Students Grievance Committee, Internal compliant committee and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

File Description	Documents
Annual gender sensitization action plan	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_7/7.1.1_scanned_copy_01.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_7/7.1.1_scanned_copy_01.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensorbased energy conservation Use of LED bulbs/power efficient equipment

B. Any 3 of the above

Page 65/75 19-03-2024 04:35:44

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management is very important for the safe disposal of wastes and thereby it controls the various environmental pollution and health hazards. Considering the aesthetic beauty and cleanliness inside the campus each and every department in the college is well maintained with the bins for the proper disposal of the wastes. The housekeeping staffs regularly collect the wastes from the department and they are collected in the big bins from where it will be collected by Municipal Corporation workers. Bio-degradable wastes are effectively converted to fertilizer by composting technology inside the campus.

Waste water treatment plant is set up within the institute premises and the grey water is sent for recycling and reused for watering the garden. The lawns and saplings in the garden are watered by the recycled wastewater from the wastewater treatment plant.

The academic institutions have a large usage of digital technology which in turn increases the waste generated from electronic components from computers and its accessories. As such e-waste generated have been a big problem in disposal compared to solid waste and liquid waste. Memorandum of Understanding have been signed between E-waste recycling company and institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<u>View File</u>
Geo tagged photographs of the facilities	<u>View File</u>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction

B. Any 3 of the above

#### of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	<u>View File</u>

#### 7.1.5 - Green campus initiatives include

# 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- B. Any 3 of the above
- 1. Restricted entry of automobiles
- 2. Use of bicycles/ Battery-powered vehicles
- 3. Pedestrian-friendly pathways
- 4. Ban on use of plastic
- 5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	<u>View File</u>

#### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

A. Any 4 or all of the above

Page 67/75 19-03-2024 04:35:44

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<u>View File</u>
Certification by the auditing agency	<u>View File</u>
Certificates of the awards received	<u>View File</u>
Any other relevant information	<u>View File</u>

- 7.1.7 The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading
- B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Institutions across various sectors, including education, government, and corporate entities, have recognized the importance of fostering an inclusive environment that promotes tolerance, harmony, and respect for diversity. These efforts aim to create spaces where individuals from different cultural, regional,

Page 68/75 19-03-2024 04:35:44

linguistic, communal, and socioeconomic backgrounds feel valued and respected. Sensitizing students and employees to constitutional obligations, values, rights, duties, and responsibilities of citizens is a crucial aspect of these initiatives.

One of the primary institutional efforts in this regard involves implementing diversity and inclusion policies and practices. These policies outline the institution's commitment to creating an environment that embraces diversity and prohibits discrimination based on factors such as race, ethnicity, religion, gender, sexual orientation, disability, or socioeconomic status. Institutions establish diversity committees or task forces responsible for developing and implementing strategies to promote inclusivity and address any issues related to discrimination or bias.

Education institutions play a vital role in sensitizing students to constitutional obligations and citizenship values. They integrate civics education and multicultural curriculum into their programs to educate students about democratic principles, human rights, and the importance of respecting diverse perspectives. Additionally, schools and universities organize workshops, seminars, and cultural events that celebrate diversity and promote intercultural understanding among students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Details of activities organized by the college to promote constitutional obligations including values, rights, duties and responsibilities of citizens

The college recognizes the paramount importance of promoting constitutional obligations and values among its students, fostering a sense of civic duty, rights, and responsibilities. Through a diverse array of activities, we endeavor to instill a deep understanding and appreciation for the foundations of our democracy.

Page 69/75 19-03-2024 04:35:44

One of our flagship initiatives is the annual Constitution Day celebration, where students engage in seminars, panel discussions, and workshops led by eminent scholars and legal experts. These sessions delve into the intricacies of our constitution, exploring its core principles and highlighting the significance of upholding fundamental rights.

To further enrich students' understanding, we organize mock parliamentary debates and moot court competitions, providing a platform for students to actively participate in simulated legislative and judicial proceedings. These exercises not only enhance legal literacy but also cultivate critical thinking and advocacy skills.

Beyond academic pursuits, the college actively encourages community engagement through volunteer programs and outreach activities. Students participate in campaigns promoting voter awareness, environmental stewardship, and social justice, embodying the spirit of active citizenship and social responsibility.

Moreover, we integrate constitutional education into the curriculum across disciplines, ensuring that every student receives a comprehensive education on civic matters. By nurturing a culture of constitutional consciousness, the college endeavors to mold socially aware and responsible citizens who contribute positively to society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_7/7.1.9.docx
Any other relevant information	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_7/7.1.9.docx

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for

A. All of the above

students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<u>View File</u>
Any other relevant information	<u>View File</u>

### 7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institute organizes various special events like National festivals, Birth anniversary of important leaders to make awareness and helping the students to participate on them. Here are the details.

Independence day - We are celebrating this important day every year in the campus and conducting programs like speech about the great leaders.

Engineer's day - Every year 15th September, we are celebrating this event on the occasion of birth Anniversary of Sir Vishvesvaraya.

National science day - Every year this day is celebrated on 28th February to make the discovery of the Raman Effect. The institution conducts events like Science exhibitions, Seminars, Quiz competitions.

Teacher's day - Every year this day is celebrated on the birth anniversary of our country's former president Dr.Sarvepalli Radhakrishnan. The institution identifies and recognize the best performed teaching staff on this day.

Pongal Celebration- Every year according to the Tamil Calendar this day is celebrated by farmers to thank the god of sun for flourishing harvest. The festival is celebrated in our institution

Page 71/75 19-03-2024 04:35:44

by making Pongal, conducting Rangoli Competition.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	<u>View File</u>
Any other relevant information	<u>View File</u>

#### 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Sri Muthukumaran Institute of Technology follows two best practices 2020-2021.

#### Best Practice-1

- Best Practice-2
- 1. Title of the Practice

'Protecting the academic interest of students.' during the pandemic.

Empowerment of local community by CSR Activities.

- 2.Objectives of the Practice
  - Strengthening of Infrastructure by using ICT Tools
  - Capacity Building of Teachers and evaluate Various Online Platforms.
- · Empowering through technology and innovation
- ·Ensuring and promoting social well-being.
- 3. The Context

Strengthening	of	infrastructure	by
---------------	----	----------------	----

- a) Information Technology Equipment
- b) Physical Infrastructure:
- c)Digital infrastructure:

The NSS Unit has encouraged to download 'Arogya SetuApp' registered to iGOT health Module and distributed Face Masks, Sanitizers, etc

#### 4. The Practice

The syllabi for all Semesters or concerned courses under SMIT are being taken up for completion through various online modes.

Meetings of all CRs of all years were conducted to understand the issues in conducting online lectures through virtual platforms.

#### 5. Evidence of Success

SMIT is committed to the academic quality and actively adopting innovative methods.

Best practice

Numbers

Blood Donations camp

50

Distribution Facemasks, Sanitizers

500

Arogya Setu App

1324

Distribution of Medicine

1508

6.Problems Encountered and Resources Required

Sometimes network issues during online classes.

Hesitation from the village people to co-operate with NSS team.

File Description	Documents
Best practices in the Institutional website	https://smit.edu.in/engineering/AQAR/2020- 21/criteria_7/7.2.1_Best_Practices_2020-21 pdf
Any other relevant information	https://smit.edu.in/engineering/AOAR/2020- 21/criteria 7/7.2.1 Best Practices 2020-21 pdf

#### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Women Empowerment - Nurturing the potential of girl students to empower themselves: The Bedrock of SMIT creed.

The nurturing of girl students potential is one of the bedrock of The SMIT creed. Encouraging Girl students to pursue their higher education in Engineering and Management stream is one of the cornerstone of SMIT. The degree in engineering and management is one of the greatest weapon the girl students will be possessing to gain unique advantage in the competitive working world. Our institution nurtures the girl students to hone their skills in their respective domain as well as in overall holistic development. The institution gives appropriate exposure to the girl students in every curricular, extracurricular and extension activities. This is done by various committees, e.g. through the NSS, YRC, personality development program, carrier counseling committee, educational awareness & rally etc. The College is 100% barrier free and in accordance to the mission statement "Promoting conducive academic ambience and nurturing the spirit of innovation and creativity to achieve supreme standards in professional

#### Education",

We not only concentrate on Cognition skill sets but also give thrust in Affective domain by providing various training programs in soft skill development and help them to develop mentally and emotionally strong and make them ready to face any kind of situation. Empowering women is crucial for creating a more just and equal society, and a powerful Nation.

File Description	Documents
Appropriate web in the Institutional website	<u>View File</u>
Any other relevant information	<u>View File</u>

#### 7.3.2 - Plan of action for the next academic year

- Since classes are conducted in online mode this year, the students have lost touch and advantage of physical class room. Hence we have planned for Bridge course for all the core subjects so that student will not feel at sea while attending the class for current year subjects.
- The nurturing of girl students potential is one of the bedrock of The SMIT creed. In tune with the SMIT creed of Women Empowerment Our Institute is planning for lot of activities in the arena of empowering young woman minds.
- We are planning to conduct a seminar to all the local School going children regarding the various schemes and scholarship available to them in Public and Private sector.
- We are planning to give free education to ex-service men's children who sacrifice lot for our country. As a tribute to them we are planning for this activity.
- Knowledge is Power, Skills are the gateway for multiple opportunities, Hence, we are planning to have a tie-up with lot of small scale industries and start-up companies and provide Hands-on training on latest IT tools and skills and thereby increase their employability opportunities.