

**ADHIYAMAAN COLLEGE OF ENGINEERING (Autonomous)**

**Affiliated to Anna University – Chennai**

**&**

**Approved by AICTE - New Delhi.**

**Accredited by NAAC & NBA - UGC, New Delhi**



**ACADEMIC AND ADMINISTRATIVE AUDIT REPORT**

**2021 - 2022**

## **INSTITUTION VISION**

To foster ACE as a centre for nurturing and developing world class Engineers and Managers who convert global challenges into opportunities through value-based quality education.

## **MISSION**

To impart value-based quality education through effective teaching-learning processes.

To nurture creativity, excellence and critical thinking by applying global competency factors to contribute and excel in the rapidly growing technological world.

To continuously develop and improve holistic and innovative personality for global mobility.

To make ACE a centre for excellence.

## **QUALITY POLICY**

ACE is committed to develop skills, knowledge and right attitude among students to meet the expectations of Industry, Parents and Society with continual improvement through dedicated team work.

## **About Our College**

The institution is spread over a sprawling campus with calm surroundings, creating a fitting atmosphere for study. The Institute provides a clean and invigorating environment conducive for higher education.

Adhiyamaan College of Engineering is one of the educational institutions developed by Adhiyamaan Educational & Research Institution - a trust, which was started in the year 1987-1988 to cater the needs of the nation in the development of technocrats and to provide facilities for educating and training men and women to meet the entrepreneurial and management needs. The management has created adequate infrastructural facilities and sufficient funds and is keen on developing the institution for higher education.

It is the first Engineering College to be started in the most backward erstwhile Dharmapuri District of the State of Tamilnadu to develop the people academically, socially and economically. It was originally affiliated to University of Madras. When the Periyar University was carved out from the University of Madras; it was affiliated to it. Since the government of Tamilnadu decided to bring all the Engineering and Technical Institutions in the State under one Technological University in the year 2001, Adhiyamaan College of Engineering was affiliated to the Anna University, Chennai. The college is housed in Adhiyamaan Educational & Research Institutions Campus, Dr. M.G.R Nagar, Hosur. The Campus is spread over an area of 250 acres abutting National Highway NH-7.

The Institution is situated 6 kms from Hosur bus stand and railway station. The Institution is well connected to three major Railway Junctions viz., Hosur, Jolarpet and Bangalore.

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## General Information

Name & Address of the College		Adhiyamaan College of Engineering, Dr.M.G.R.Nagar, Hosur, Krishnagiri District, Tamil Nadu, India. Pin:635 109
Name of the Principal of the College, along with Tel. No. and e-mail ID		Dr. Ranganath G Tel. No.: 04344 - 261020 04344 – 261038 Email ID: principal@adhiyamaan.ac.in
Year of grant of the autonomous status		25/07/2007
Departments and Program offered		
<b>S. No.</b>	<b>Department</b>	<b>Title of the Program offered</b>
1.	Mechanical Engineering	B. E. in Mechanical Engineering
		M.E ( Engineering Design )
2.	Computer Science and Engineering (CSE)	B. E. in Computer Science and Engineering
		M.E ( CSE )
3.	Electronics and Communication Engineering ( E &C )	B. E. in Electronics and Communication Engineering
		M.E ( Communication Systems )
4.	Electrical and Electronics Engineering ( E & E)	B. E. in Electrical and Electronics Engineering
		M.E ( Power Systems )
5.	Electronics and Instrumentation Engineering	B. E. in Electronics and Instrumentation Engineering
6.	Civil Engineering	B. E. in Civil Engineering
		M.E ( Structural Design)
7.	Bio-Medical Engineering	B. E. in Bio-Medical Engineering
8.	Aeronautical Engineering	B. E. in Aeronautical Engineering
9.	Bio-Technology	B. Tech. in Bio-Technology
10.	Information Technology (IT)	B. Tech. in Information Technology
11.	Chemical Engineering	B. Tech in Chemical Engineering
12.	Architecture	B. Arch
13.	Master of Business Administration	M.B.A.
14.	Master of Computer Applications	M.C.A

## 2. Academic and Administrative Audit (AAA)

The main objective of the audit is to review, assess, and evaluate the performance in domains of teaching-learning process, research, extra-curricular and administrative aspects pertaining to departments of the institution.

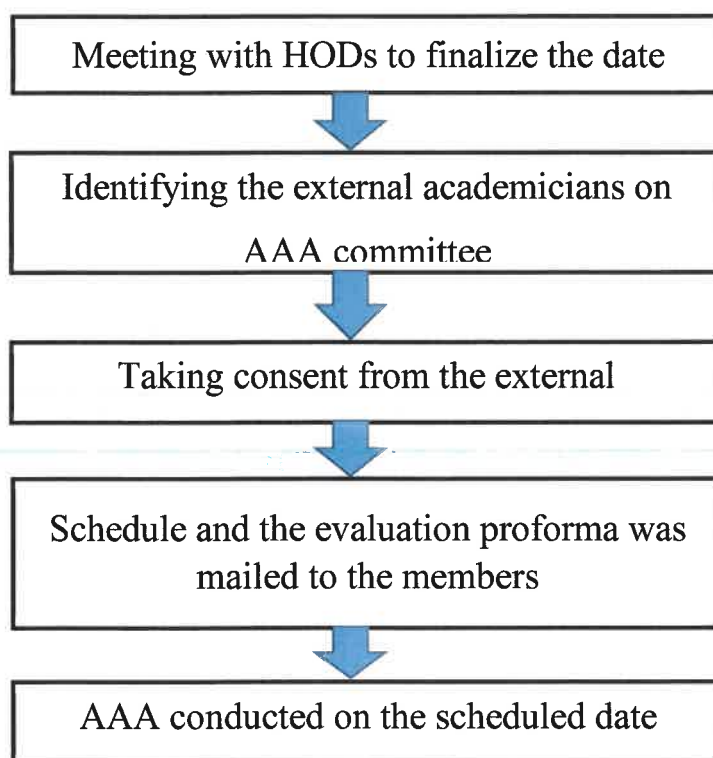
The review process is usually carried out by internal committee members and the external academicians. As a part of the audit process, the IQAC has structured a proforma for the evaluation based on the Criteria specified by NAAC. The criteria-wise evaluation of the department includes:

- i. Course content
- ii. Teaching - Learning Process
- iii. Examination and Evaluation system
- iv. Results
- v. Other activities
- vi. Infrastructure
- vii. Department Administration

The list of documents and proforma for the department level evaluation is given as Appendix-A. The list of documents and facilities for verification and the proforma for the institute level is given as Appendix-B.

### Process Involved:

The process involved for the AAA by the external members is given below.



The meeting of AAA committee was fixed on 10.10.2022. The AAA committee was assisted by the IQAC members for conducting the audit. The Committee had a formal meeting with the Principal, Deans, Head of Departments and the coordinators during which Principal presented the overview of the Institute, developments and the achievements made. Members of the Committee were briefed about the objective of the audit and the procedure involved.

The members visited the departments, the infrastructural facilities in the department such as classrooms, laboratories and interacted with the teaching staff and the technical staff to know the academic and administrative performance. All the related documents were presented to the members. After completing all stages of inspection and interactions in the department, AAA Report covering the observations was prepared for the respective departments by the member. Individual department evaluation sheets are enclosed with this report.

Also, the members visited the central facilities such as Examination section, Computer centre, Placement cell, Library and Auditorium, and had interactions with the coordinators. Other general facilities were also verified.

The Committee after completing all stages of inspection and interactions prepared the AAA report for the college covering the summarized observations and recommendations.

**Academic and Administrative Audit Process and schedule:**

S. No	Department	Date	Time
1	Aeronautical Engineering	11.10.2022	09.30am – 12.00pm
2	Architecture	10.10.2022	01.30pm –04.00pm
3	Bio Medical Engineering	10.10.2022	09.30am – 12.00pm
4	Bio Technology	14.10.2022	01.30pm – 4.00pm
5	Chemical Engineering	12.10.2022	01.30pm –04.00pm
6	Civil Engineering	12.10.2022	01.30pm –04.00pm
7	Computer Science and Engineering	14.10.2022	09.30am – 12.00pm
8	Electronics and Communication Engineering	11.10.2022	09.30am – 12.00pm
9	Electrical and Electronics Engineering	14.10.2022	01.30pm – 4.00pm

I0	Information Technology	11.10.2022	09.30am – 12.00pm
II	Mechanical Engineering	10.10.2022	09.30am – 12.00pm
I2	Master of Business Administration	12.10.2022	09.30am – 12.00pm
I3	Master of Computer Applications	12.10.2022	01.30pm – 4.00pm

### 3. Report of AAA committee:

#### Assessment Based on Institutional Information

Category	Description	Available
<b>Approvals and Accreditation Documents</b>	AICTE approval	✓ Yes / No
	Autonomous by UGC	✓ Yes / No
	Autonomous by University	✓ Yes / No
	Affiliation by University	✓ Yes / No
	NBA accreditation	✓ Yes / No
	NAAC Certificate	✓ Yes / No
<b>Governance</b>	Governing body notification	✓ Yes / No
	Academic Council notification	✓ Yes / No
	Finance committee notification	✓ Yes / No
	BoS Notification	✓ Yes / No
	Proceedings of governing body meeting	✓ Yes / No
	Proceedings of academic council meeting	✓ Yes / No
	Proceedings of finance committee meeting	✓ Yes / No
	Proceedings of BOS meeting	✓ Yes / No
	Examination section	✓ Yes / No
	IQ AC and its proceedings	✓ Yes / No
	Anti-ragging committee	✓ Yes / No
	College Internal complaint committee	✓ Yes / No



	Drinking water facility	✓ Yes / No
	Solid Waste Management	✓ Yes / No
	E - Waste Management	✓ Yes / No
	Rain Water Harvesting	✓ Yes / No
	Green Campus Initiatives	✓ Yes / No

Signature of the Audit Committee Chairman:



(Dr. A. Murali)

Professor/ME, KL University  
Guntur. AP.

Signature of IQAC Co-ordinator:

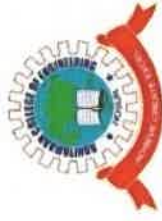


Co-Ordinator-IQAC,  
(Internal Quality Assurance Cell),  
Adhiyamaan College of Engineering,  
(Autonomous)  
Dr.M.G.R.Nagar, Hosur-635 109.

Signature of Principal:



**PRINCIPAL**  
Adhiyamaan College of Engineering (Autonomous)  
HOSUR - 635 130  
Krishnagiri (Dt.), Tamil Nadu.



**ADHIYAMAAN COLLEGE OF ENGINEERING (Autonomous)**  
Dr. M. G. R. Nagar, Hosur – 635 109, Krishnagiri (Dt).



**Internal Quality Assurance Cell (IQAC)**

### **EXTERNAL PEER TEAM REVIEW**

(ACADEMIC YEAR: 2021 - 22)

**Date of Audit: 10.10.2022 - 14.10.2022**

**Name and Designation of Audit Member-1:** Dr. G. Murali, Professor, Department of Mechanical Engineering, KL (Deemed to be University), Guntur, Andhra Pradesh. 522 302.

**Name and Designation of Audit Member-2:** Dr. C. Sivaprakash, Professor & Head, Department of Communication Engineering, Sri Sairam College of Engineering, Anakel, Bengaluru. 562 106.

**Name and Designation of Audit Member-3:** Dr. S. Chidambaram, Professor, Department of ECE, CHRIST (Deemed to be University), Bangalore – 560 029.

**Name and Designation of Audit Member-4:** Dr. H. Karthikeyan, Associate Professor, Department of CSE, CHRIST (Deemed to be University), Bangalore – 560 029

**(The activities are to be awarded based on Key Aspect Grade Points(KAGP))**

<b>EXCELLENT</b>	<b>GOOD</b>	<b>SATISFACTORY</b>	<b>NEEDS IMPROVEMENT</b>	<b>POOR</b>
4	3	2	1	0

**CRITERION I – CURRICULAR ASPECTS**

**1.1 Curriculum Design and Development**

Metric No.	Key Aspect	Weightage $W_i$	Key Aspect Grade Points (KAGP) 4/3/2/1/0	KAWGP = KAGP * $W_i$	Remarks
1.1.1	<p><i>Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific outcomes (PSOs) and Course Outcomes (COs) of the Programmes offered by the Department</i></p> <p>Write description in maximum of 500 words</p>	20	4	80	<p>1)Curriculum development process is implemented well but its relevant for the development needs in local, national and international level need to be refined properly.</p> <p>2)500 words description is available.</p>
1.1.2	<p><i>Percentage of Programmes where syllabus revision was carried out during the CAY</i></p> <p><b>File Description:</b></p> <ul style="list-style-type: none"> <li>• Minutes of relevant Academic Council/BOS meeting</li> <li>• Details of program syllabus revision in CAY (Data Template)</li> </ul>	20	4	80	<p>1)MoM of BoS is available properly.</p> <p>2)Details of Revision of syllabus (year, percentage of topics add-ons and deletion with relevancy) need to be prepared in prescribed data template.</p>
1.1.3	<p><i>Number of courses having focus on employability / entrepreneurship / skill development offered by the Department during the CAY</i></p> <p><b>File Description:</b></p> <ul style="list-style-type: none"> <li>• Programme / Curriculum/ Syllabus of the courses</li> <li>• Minutes of the Boards of Studies meetings with approvals for these courses</li> <li>• MoU's with relevant organizations for these courses, if</li> </ul>	10	4	40	<p>1)Curriculum and syllabus for the latest regulation is available properly.</p> <p>2)MoM of BoS is available properly.</p> <p>3)Percentage of courses</p>

	<p>any</p> <ul style="list-style-type: none"> <li>Average percentage of courses having focus on employability/ entrepreneurship (Data Template)</li> </ul>				targeted for employability need to be prepared as per data template. (Syllabus content for Programming / Soft skill courses, Engineering Management, Language courses, Internship, Hospital Training, Project work etc. can be included)
<b>1.2 Academic Flexibility</b>					
<b>1.2.1</b>	<p><i>Number of new courses introduced of the total number of courses across all programs offered during the CAY</i></p> <p><b>File Description:</b></p> <ul style="list-style-type: none"> <li>Minutes of relevant Academic Council//BOS meetings</li> <li>Data in prescribed format(Data Template)</li> </ul>	<b>20</b>	<b>4</b>	<b>80</b>	<p>1)New courses were introduced.</p> <p>2)MoM of BoS is available properly.</p> <p>3)Document need to be prepared as per data template.</p>
<b>1.3 Curriculum Enrichment</b>					
<b>1.3.1</b>	<p><i>Department integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, Human Values into the Curriculum</i></p> <p><b>Write description in maximum of 500 words</b></p> <p><b>File Description:</b></p> <p>List and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum</p>	<b>10</b>	<b>4</b>	<b>40</b>	<p>1)List of courses targeted for the mentioned categories need to be prepared. It may include the subjects such as Professional Ethics, Disaster Management etc. which is relevant to societal needs.</p> <p>2)500 words description also required to be prepared with the primary aim of how these courses will impact and helpful for alleviating the issues related to work ethics,</p>

					human values, gender equality and sustainable environmental etc.
<b>1.3.2</b>	<b>Number of value-added courses for imparting transferable and life skills offered during CAY</b> <b>File Description:</b> <i>Brochure or any other document relating to value added courses</i> <i>List of value added courses (Data Template)</i>	<b>10</b>	<b>4</b>	<b>40</b>	1)Value added courses need to be conducted at regular intervals. 2)It will be good enough if the value added courses contain 30 hours of teaching. 3)Document need to be prepared as per data template. 4)One page report of all the value added courses conducted shall be maintained in which it includes Objective, Target Groups, Outcomes, Number of Participants etc. and also Feedback samples can also be included for better visibility.
<b>1.3.3</b>	<b>No. of students enrolled in the courses under 1.3.2 above</b> <b>Number of students enrolled in value added courses (beyond the curriculum) offered year wise during CAY</b> <b>File Description</b> <i>List of students enrolled (Data Template)</i>	<b>10</b>	<b>4</b>	<b>40</b>	1)List of students(year wise) enrolled to be prepared as per the data template.
<b>1.3.4</b>	<b>No. of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)</b> <b>File Description</b> <i>Number of students undertaking field projects / internships / student projects (Data Template)</i>	<b>10</b>	<b>4</b>	<b>40</b>	1)Good number of students undergone IPT/Internship/Projects/Hospital Training.

					2) Student Internship/project details available properly. 3) It will be good to maintain project permission letter or project completion certificates of students as additional information. 4) Document need to be prepared as per data template.
<b>1.4 Feedback System</b>					
<b>1.4.1</b>	<i>Structured feedback for design and review of syllabus (semester wise / year wise) is obtained from</i> 1) Students, 2) Teachers, 3) Employers, 4) Alumni, 5) Parents <i>Report of analysis of feedback received from different stakeholder's year wise</i> <b>File Description</b> <i>URL for stakeholder feedback report</i> <i>Action taken report on feedback</i>	10	4	40	1) Feedback on curriculum and syllabus need to be collected from all the stakeholders. 2) Feedback analysis of syllabus is required to be prepared and to be documented. 3) Action taken report on syllabus review shall be prepared.
<b>CRITERION II – TEACHING-LEARNING AND EVALUATION</b>					
<b>2.1 Student Enrolment and Profile</b>					
<b>2.1.1</b>	<i>Average Enrolment percentage:</i> <i>Number of students admitted year wise during CAY</i> <b>File Description:</b> <i>Institutional data in prescribed format based on Data Template</i>	10	3	30	1) Student admission data is available properly. 2) Document need to be prepared as per data template.

2.1.2	<p><i>No. of seats filled against reserved categories (SC, ST, OBC, Diyyangian, etc. as per applicable reservation policy) during the CAY (exclusive of supernumerary seats)</i></p> <p><b>File Description:</b></p> <p><i>No. of seats filled against seats reserved (Data Template)</i></p>	10	4	40	<p>1)Number of seats reserved and filled need to be prepared for all the reservation categories as per the Tamilnadu government's 69% reservation rule. (verifiable with data capture format of AISHE)</p> <p>2)Document need to be prepared as per data template.</p>
<b>2.2 Catering to Student Diversity</b>					
2.2.1	<p><i>The Department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners</i></p> <p><i>Write description in of 500 words</i></p>	15	4	60	<p>1) The procedure for assessing slow learners and fast learners need to be identified and documented.</p> <p>2) 500 words description is available and it shall include the means for improving slow learners such as conduction of remedial classes, coaching for mathematics or analytical based subjects, conduction of retest etc.</p>
2.2.2	<p><i>Student - Full time teacher ratio (Data for the latest completed academic year)</i></p> <p><b>Data Requirement:</b></p> <p><i>Total number of students enrolled</i></p> <p><i>Total number of full time teachers</i></p>	15	3	45	<p>1)List of faculty and students on-roll(2nd,3rd &amp; 4th year) shall be documented as per AICTE ratio(1:15).</p>

### 2.3 Teaching - Learning Process

2.3.1	<p><b><i>Student centric methods, such as experiential learning, participative learning and problem- solving methodologies are used for enhancing learning experiences</i></b>  <i>Write description in maximum of 500 words</i></p>	<b>15</b>	<b>3</b>	<b>45</b>	<p>1)500 words description is available and need to be refined in such a way that how practical subjects, mini project, project work, internships, in-plant training, open elective subjects, hospital training, technical events, students association activities helps to create conducive learning environment for students.</p>
2.3.2	<p><b><i>Teachers use ICT enabled tools including online resources for effective teaching and learning process</i></b>  <b><i>Write description in maximum of 500 words</i></b>  <b><i>File Description:</i></b>  <i>Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process</i></p>	<b>15</b>	<b>3</b>	<b>45</b>	<p>1)500 words description is available and it can be further improve according to the usage of ICT tools by the teachers which can includes virtual laboratories(vlab.co.in) initiated by MHRD, NPTEL courses, Swayam courses, CPR Simulators, online courses, Google classroom, TED-Ed videos etc.</p> <p>2)Short duration of video lecturing or CPR demonstration, or e-content or practical demo videos describing the core technical concepts shall be prepared and posted in the department webpage.</p>



2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)</b></p> <p><b>File Description:</b></p> <p><i>Circulars pertaining to assigning mentors to mentees mentor/mentee ratio</i></p>	10	4	40	<p>1)Mentor-Mentee list to be prepared for all the years of students with 1:20 ratio.</p> <p>2)Document shall contain the register number, students name, year with the name of the mentor assigned for 20 students and signed by HoD.</p> <p>3)There shall be a Mentor Coordinator in each department who monitors the mentoring process, assigning dates for mentoring, maintaining mentoring documentation etc.</p>
2.3.4	<p><b>Preparation and adherence of Academic Calendar and Teaching plans by the Department</b></p> <p><b>Describe the Preparation and adherence to Academic Calendar and Teaching plans by the department within the minimum of 500 Characters and maximum of 500 words.</b></p> <p><b>Documents:</b></p> <p><i>Upload Academic Calendar and Teaching plans for CAY</i></p>	10	4	40	<p>1)Academic calendar is well prepared.</p> <p>2)500 words description can be revised by stating the process of compliance of academic activities as per the academic calendar.</p> <p>3)Course plan adhered to academic calendar shall be verified and endorsed by the course coordinators or program coordinators or HoD.</p>
<b>2.4 Teacher Profile and Quality</b>					

2.4.1	<p><b>No. of full time teachers against sanctioned posts during the CAY</b></p> <p><b>File Description:</b> List of full time teachers and sanctioned posts for CAY(Data Template)</p>	15	3	45	<p>1)List of faculty members with Name, PAN No., Designation, Year of Appointment, Nature of Appointment, Department Experience, still serving etc. need to be prepared as per data template and endorsed by the Principal with Office Seal.</p> <p>2)Document need to be prepared as per data template.</p>
2.4.2	<p><b>No. of full-time teachers with Ph.D. during the CAY</b></p> <p><b>File Description:</b> List of number of full-time teachers with Ph.D. (Data Template)</p>	20	2	40	<p>1)List of full time teachers with Ph.D is available.</p> <p>2)Document need to be prepared as per data template.</p>
2.4.3	<p><b>Teaching experience of full time teachers (Data for the latest completed academic year in number of years)</b></p> <p><b>File Description:</b> List of Teachers including their PAN, designation, department and experience details (Data Template)</p>	15	3	45	<p>1)List of faculty members with Name, PAN No., Designation, Year of Appointment, Nature of Appointment, Department Experience, still serving etc. need to be prepared as per data template and endorsed by the Principal with Office Seal.</p>
<b>2.6 Student Performance and Learning Outcomes</b>					
2.6.1	<p><b>Programme outcomes and course outcomes for all Programmes offered by the department are stated and communicated to teachers and students</b></p> <p><b>Describe Course Outcomes (COs) for all courses and mechanism of communication within a maximum of 500 words</b></p> <p><b>File Description:</b></p>	20	3	60	<p>1)POs of the program and COs of all the courses are stated properly.</p> <p>2)500 words description is available and it can be refined</p>

	<p><i>Upload COs for all courses (exemplars from Glossary)</i></p>				<p>that, POs and COs communicated to students and faculty through the display in notice board of classrooms and laboratories, department webpage, department premises, laboratory manuals and departmental orientation session during the first year student induction and any other relevant means.</p>
<p><b>2.6.2</b></p>	<p><i>Attainment of program outcomes and course outcomes are evaluated by the department Describe the method of measuring attainment of POs, PSOs and COs in not more than 500 words and the level of attainment of POs, PSOs and COs.</i></p>	<p>10</p>	<p>3</p>	<p>30</p>	<p>1)500 words description is available and it is to be prepared appropriately which includes the process of measuring attainment of POs, PSOs and COs through direct method(and its components) and indirect method(and its components), ratio of direct and indirect method for calculating attainment, attainment level for the latest academic year and the role of programme assessment committee(PAC) for monitoring the attainment level etc.</p>
<p><b>2.6.3</b></p>	<p><i>Pass percentage of students Total number of final year students who passed the examination conducted by Institution. Total number of final year students who appeared for the examination File Description – Upload List of Programmes and number of</i></p>	<p>20</p>	<p>4</p>	<p>80</p>	<p>1)List of students appeared and passed in 7<sup>th</sup> semester is available. 2)Awaiting for 8<sup>th</sup> semester results.</p>

	<i>students passed and appeared in the final year examination (Data Template)</i>					(verifiable with data capture format of AISHE)
<b>2.7 Student Satisfaction Survey</b>						
<b>2.7.1</b>	<b><i>Online student satisfaction survey regarding to teaching learning process. (Online survey to be conducted)</i></b> <b><i>File Description - Upload database of all currently enrolled students (Data Template)</i></b>	<b>50</b>	<b>3.65</b>	<b>153.25</b>		
<b>CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION</b>						
<b>3.1 Promotion of Research and Facilities</b>						
<b>3.1.1</b>	<b><i>The Department Research facilities are frequently updated and there is well defined policy for promotion of research</i></b> <b><i>Write description in maximum of 500 words</i></b>	<b>06</b>	<b>3</b>	<b>18</b>		1)Research facility created recently, if any shall be documented.  2)500 words description stating the Research Policy with objectives, research facilities in department, recognized research supervisor and their specialization, consultancy services etc. to be prepared and documented.
<b>3.1.2</b>	<b><i>The institution provides seed money to its teachers for research</i></b> <b><i>The amount of seed money provided by institution to its teachers for research year wise during CAY (INR in lakhs)</i></b> <b><i>File Description:</i></b> <b><i>Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized</i></b> <b><i>List of teachers receiving grant and details of grant received(Data Template)</i></b>	<b>08</b>	<b>4</b>	<b>32</b>		1)Necessary provisions for earmarking of seed money by the institution may be initiated.

3.1.3	<p><i>No. of teachers awarded national / international fellowship for advanced studies/research during the CAY.</i></p> <p><b>File Description:</b> Copies of the award letters of the teachers AND List of teachers and their international fellowship details(Data Templates)</p>	06	0	0	Nil
<b>3.2 Resource Mobilization for Research</b>					
3.2.1	<p><i>Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the department during the CAY(INR in Lakhs)</i></p> <p><b>File Description:</b> Copies of the grant award letters for research projects sponsored by non-government List of project and grant details(Data Template)</p>	02	3	06	Nil
3.2.2	<p><i>No. of teachers having research projects during the CAY</i></p> <p><b>File Description:</b>Names of teachers having research projects</p>	02	3	06	Nil
3.2.3	<p><i>No. of teachers recognized as research guides</i></p> <p><i>Copies of the letter of the university recognizing faculty as research guides</i></p> <p><b>File Description:</b>Data in prescribed format</p>	03	4	12	1)Supervisor recognition letter copy is available.
<b>3.3 Innovation Ecosystem</b>					
3.3.1	<p><i>Department has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.</i></p> <p><i>Write description in maximum of 500 words</i></p>	05	3	15	1)500 words description to be prepared with emphasis on Technology Business Incubator functioning in the institution, departments recognized as collaborative research centre by Anna University shall be included in the write-up.
3.3.2	<p><i>Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), entrepreneurship and skills development during the CAY</i></p> <p><b>File Description:</b> Report of the event, List of workshops/seminars in CAY (Data</p>	05	3	15	1)List to be prepared as per the data template. 2)Events of EDC, skill

	Template)			development training by placement cell or any other events conducted through student association shall be documented as one page report in which it includes Objective, Target Groups, Outcomes, Number of Participants etc. and Feedback samples can also be included for better visibility. All the event reports shall be made available in department webpage.
<b>3.4 Research Publications and Awards</b>				
3.4.1	<p><i>The department ensures implementation of its stated Code of Ethics for research through the following:</i></p> <ul style="list-style-type: none"> <li>• <i>Inclusion of research ethics in the research methodology course work</i></li> <li>• <i>Presence of Ethics committee</i></li> <li>• <i>Plagiarism check through software</i></li> <li>• <i>Research Advisory Committee</i></li> </ul> <p><b>File Description:</b> <i>Data in prescribed format (Data Template)</i></p>	<b>05</b>	<b>3</b>	<p>1)Code of Ethics for Research is available in the institution website.</p> <p>2)Plagiarism check through URKUND software is available for research supervisors.</p> <p>3)Research Advisory Committee(RAC) or Doctoral Committee(DC) members are constituted by Anna University for the research scholars.</p>
3.4.2	<p><i>Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/ supervisors provided at 3.2.3 metric) during the CAY</i></p> <p><b>File Description:</b></p>	<b>05</b>	<b>2</b>	<b>10</b>

	<i>List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)</i>					
<b>3.4.3</b>	<b>Number of research papers per teacher in the Journals notified on UGC website during the CAY</b> <b>File Description:</b> <i>List of research papers by title, author, department, name and year of publication (Data Template)</i>	<b>05</b>	<b>3</b>	<b>15</b>	1)List to be prepared which contains only UGC CARE approved journals as per the data template.	
<b>3.4.4</b>	<b>Number of books and chapters in edited volumes / books published per teacher during the CAY</b> <b>File Description:</b> <i>List books and chapters in edited volumes / books published (Data Template)</i>	<b>05</b>	<b>4</b>	<b>20</b>	1)Nil 2)The proceedings of the biomedical annual conference shall be released with ISBN number and Organizers of the conference shall be included as Editors. This can be considered as edited volumes. Many publishers are ready to publish the conference proceedings as edited book with nominal fee.	
<b>3.4.5</b>	<b>Bibliometrics of the publications during the CAY based on average Citation index in Scopus/ Web of Science/ PubMed</b> <b>File Description:</b> <i>Bibliometrics of the publications during the CAY</i>	<b>05</b>	<b>3</b>	<b>15</b>	1)List to be prepared for 2019-2020 with the citations of all the faculty members only in scopus and WoS indexed journals. 2)It is suggested to create Scopus ID and ResearcherID for all the faculty members to count citations in scopus and WoS indexed properly. (Citations available in google scholar is counted for both non-indexed journals also	

					along with indexed journals, but we need citations only for scopus and WoS indexed journals)
<b>3.4.6</b>	<b><i>Bibliometrics of the publications during the CAY based on Scopus/ Web of Science – h-index of the Department</i></b> <b><i>File Description:</i></b> <b><i>Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution(Data Template)</i></b>	<b>05</b>	<b>3</b>	<b>15</b>	1)List to be prepared for 2019-2020with the h-index of all the faculty members only in scopus and WoS indexed journals. 2)It is suggested to create Scopus ID and ResearcherID for all the faculty members to count h-index in scopus and WoS indexed properly. (h-index available in google scholar is counted for both non-indexed journals also along with indexed journals, but we need h-index only for scopus and WoS indexed journals)
<b>3.5 Consultancy</b>					
<b>3.5.1</b>	<b><i>Revenue generated from consultancy and corporate training during the CAY (INR in Lakhs)</i></b> <b><i>File Description:</i></b> <b><i>Audited statements of accounts indicating the revenue generated through consultancy and corporate training</i></b> <b><i>List of consultants and revenue generated by them (Data Template)</i></b>	<b>05</b>	<b>3</b>	<b>15</b>	Nil
<b>3.5.2</b>	<b><i>Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the CAY</i></b> <b><i>File Description:</i></b> <b><i>Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for</i></b>	<b>05</b>	<b>3</b>	<b>15</b>	Nil



	<i>undertaking consultancy List of training programmes, teachers and staff trained for undertaking consultancy List of facilities and staff available for undertaking consultancy (Data Template)</i>					
<b>3.7 Collaboration</b>						
<b>3.7.1</b>	<b>Number of Collaborative activities for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work</b> <b>File Description:</b> Copies of collaboration and Number of Collaborative activities for research, faculty etc (Data Template)	<b>10</b>	<b>3</b>	<b>30</b>	1) Good number of students undergone internships/hospital training and it is to be documented as per data template.	
<b>3.7.2</b>	<b>Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the CAY (only functional MoUs with ongoing activities to be considered)</b> <b>File Description:</b> Copies of the MoUs with institution/ industry/ corporate house Details of functional MoUs with institutions of national, international importance, other Institutions etc. (Data Template)	<b>10</b>	<b>3</b>	<b>30</b>	1) MoU shall be prepared in association with any other organization relevant to each discipline.	
<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
<b>4.1.1</b>	<b>The Department has adequate infrastructure and physical facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.</b> <i>Describe the adequacy of facilities for teaching –learning as per the minimum specified requirement by statutory bodies within a maximum of 500 words</i>	<b>06</b>	<b>3</b>	<b>18</b>	1) 500 words description shall be revised in such a way that it includes quantitative data such as no. of classrooms, labs and its floor area, major equipments available and its usage, research facilities, computing facilities, software tools availability etc. as per the AICTE norms.	

4.1.3	<p><b>No. of classrooms and seminar halls with ICT – enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</b>  <b>File Description:</b>          Number of classrooms and seminar halls with ICT enabled facilities (Data Template)</p>	10	3	30	<p>1)List to be prepared as per the data template with room number, available type of ICT such as OHP/LCD/LAN/Wi-fi facilities.          2)Geotagged photos of classrooms and seminar halls with ICT tools need to be taken.</p>
4.1.4	<p><b>Expenditure for infrastructure augmentation excluding salary during the CAY(INR in Lakhs)</b>  <b>File Description:</b>          Upload audited utilization statements          Upload Details of Expenditure, excluding salary during the CAY.</p>	10	4	40	
<b>4.3 IT Infrastructure</b>					
4.3.2	<p><b>Student - Computer ratio (Data for the latest completed academic year)</b>          Number of students: Number of Computers  <b>File Description - Student - computer ratio</b></p>	08	3	24	<p>1)Student-computer ratio need to be prepared in department level as per the AICTE norms. (1:6 for UG students and 1:4 for PG students)          1)AV centre is available in digital library.          2)List of developed e-content to be prepared as per the data template and link for accessing the e-content shall be made available in department webpage.</p>
4.3.4	<p><b>Department has Facilities for e-content development</b>          Facilities available for e-content development:</p> <ol style="list-style-type: none"> <li>1. Media centre</li> <li>2. Audio visual centre,</li> <li>3. Lecture Capturing System (LCS)</li> <li>4. Mixing equipments and software's for editing</li> </ol>	04	3	12	
<b>4.4 Maintenance of Campus Infrastructure</b>					

4.4.1	<p><b>Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the CAY</b></p> <p><b>File Description:</b> Audited statements of accounts. Details about assigned budget and expenditure on physical facilities and academic facilities (Data Templates)</p>	10	4	40	1)Not available, need to be prepared in consultation with Office of Finance.
4.4.2	<p><b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms etc.</b></p> <p><b>Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a minimum of 500 word and maximum of 1000 words</b></p>	10	4	40	1)500-word description shall be revised and emphasized with policies, procedures and practices of maintenance of all the physical infrastructure facilities under estate officer, IT services through AMC, library and information processing centre, sport facilities etc.

**CRITERION V - STUDENT SUPPORT AND PROGRESSION**

**5.1 Student Support**

5.1.1	<p><b>No. of students benefited by scholarships and freeships provided by the Government during the CAY</b></p> <p><b>File Description:</b> List of students sanctioned scholarships Data Template is combined with 5.1.2</p>	06	4	24	1)List of students in the department availed scholarship from Govt. need to be prepared as per the data template. (Scheme Name, No. of students, Amount)
5.1.2	<p><b>No. of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the CAY</b></p> <p><b>File Description:</b> Number of students benefited by scholarships and freeships besides government schemes in CAY</p>	05	4	20	1) Scholarship is available from other agencies and it can be documented as per the data template.  2) Identify the available sports students in the department who enrolled through sport quota and fee waiver or fee

					concession details shall be documented.
5.1.3	<p><i>Following Capacity development and skills enhancement activities are organised for improving students' capability</i></p> <ol style="list-style-type: none"> <li>1. <i>Soft skills</i></li> <li>2. <i>Language and communication skills</i></li> <li>3. <i>Life skills (Yoga, physical fitness, health and hygiene)</i></li> <li>4. <i>Awareness of trends in technology</i></li> </ol> <p><i>File Description - Details of capability enhancement and development schemes (Data Template)</i></p>	08	3	24	1)List of students in the department participated in soft skill/apptitude training programs conducted by placement cell, technical workshops conducted by other agency, yoga classes conducted by the institution in association with NGOs etc. need to be prepared as per the data template. (Name of the program, Date, No. of students enrolled, Name of the agencies with contact details)
5.1.4	<p><i>No. of students benefited by guidance for competitive examinations and career counselling offered by the Department during the CAY</i></p> <p><b>File Description:</b> <i>Number of students benefited by guidance for competitive examinations and career counselling during the CAY (Data Template)</i></p>	06	3	18	<p>1)Available and List to be prepared for guidance for competitive exam such as GATE, Non-gate, IELTS, TOEFL etc. as per the data template (Name of the activity, No. of students participated)</p> <p>2)List to be prepared for career counseling such as Aptitude Training, Soft skill training etc. as per the data template (Details of career counseling, No. of students participated)</p>

						3)List of students in the department placed through campus placement need to be prepared and documented as per data template.
<b>5.2 Student Progression</b>						
<b>5.2.1</b>	<b>Placement of outgoing students during the previous graduating batch</b> <b>File Description:</b> <i>Self attested list of students placed&amp;Details of student placement during the CAY (Data Template)</i>	<b>10</b>	<b>4</b>	<b>40</b>		1)List shall be prepared as per the data template for 2019 passed out students (Year, Name of the student placed with contact details, program name, name of the employer with contact details, pay package at the time of appointment)
<b>5.2.2</b>	<b>Student progression to higher education (previous graduating batch)</b> <b>File Description:</b> <i>supporting data for student/alumni&amp;Details of student progression to higher education (Data Template)</i>	<b>10</b>	<b>3</b>	<b>30</b>		1)List shall be prepared as per the data template for 2019 passed out students (Name of the student enrolled in higher education, program graduated from, Name of the Institution Joined, Name of the program admitted to)
<b>5.2.3</b>	<b>No. of students qualifying in state / national / international level examinations during the CAY(eg : IIT / JAM / NET / SLET / GATE / GMAT / CAT / GRE / TOEFL / IELTS / Civil Services / State government examinations etc.)</b> <b>File Description:</b> <i>Supporting data for student/alumni&amp;Number of students qualifying in state/ national/ international level examinations during the CAY (Template)</i>	<b>10</b>	<b>3</b>	<b>30</b>		1)List shall be prepared for student / Alumni qualified in GATE / TANCET / CAT / GMAT / TOEFL / IELTS / GRE / TNPSC / UPSC / etc. as per the data template (Year, Register No., Name of the students qualified)

### 5.3 Student Participation and Activities

<b>5.3.1</b>	<b>Number of awards/medals for outstanding performance in sports/cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the CAY</b> <b>File Description:</b> Copies of award letters and certificates&Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the CAY (Data Template)	<b>10</b>	<b>3</b>	<b>30</b>	1)List shall be prepared for student achievement in sports and cultural activities as per the data template (Year, Name of the Award, Team/Individual, Interuniversity/National/International, Name of the Event, Name of the Student)
<b>5.3.2</b>	<b>Presence of an active Student Council &amp; representation of students on academic &amp; administrative bodies/committees of the institution</b> Describe the Student Council activity and students role in academic & administrative bodies within a minimum of 500 characters and maximum of 500 words	<b>10</b>	<b>3</b>	<b>30</b>	1) 500 words description is available and can be revised further, stating the participation of students in various academic related activities such as class committee, student association, class representative, student members in BoS etc and their role shall be described.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.3 Faculty Empowerment Strategies

<b>6.3.1</b>	<b>The Department has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression</b> Provide the list of existing welfare measures for teaching and non-teaching staff in maximum of 500 words	<b>04</b>	<b>3</b>	<b>12</b>	1)500 words description shall be prepared mentioning about the Group Insurance scheme of teaching staff, concession fee or fee waiver for internal faculty pursuing part-time Ph.D in the research centre of the institution and Employee's State Insurance scheme of non-teaching staff etc.
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6.3.2	<p><i>No. of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the CAY</i>  <i>File Description:Details of teachers provided with financial support to attend conferences, workshops etc. during the CAY(Data Template)</i></p>	08	3	24	<p>1) Modest financial support is available and it shall be documented as per the data template.</p>
6.3.3	<p><i>No. of professional development / administrative training programs organized by the department for teaching and non teaching staff during CAY</i>  <i>File Description:Details of professional development / administrative training Programmes organized by the Institution for teaching and nonteaching staff (Data Template)</i></p>	08	3	24	<p>1) Train the Trainer programme, FDP, STTP etc. shall be documented as per the data template.  2) One page report in which it includes Objective, Target Groups, Outcomes, Number of Participants etc. and Feedback samples can also be included for better visibility.</p>
6.3.4	<p><i>No. of teachers undergoing online/ face-to-face Faculty Development Programmes during the CAY (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)</i>  <i>File Description:Details of teachers attending professional development programs during the last five years(Data Template)</i></p>	10	4	40	<p>1)List of faculties attended any webinars / seminars / workshop / FDP / STTP / training / refresher courses etc. need to be prepared with Name of the Teacher, Title of the program, Duration etc. as per data template.  2)Date required only for 2019-2020.</p>
<b>6.4 Financial Management and Resource Mobilization</b>					
6.4.2	<p><i>Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)</i>  <i>File Description: Details of Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (Data Template)</i></p>	10	2	20	<p>1)Nominal funds are received from outside agency and it shall be documented as per the data template.</p>

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 Institutional Values and Social Responsibilities**

7.1.11	<p><i>Department celebrates / organizes national and international commemorative days, events and festivals</i>  <i>Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the last five years within 500 words</i>  <i>Report of the celebrations and commemorative events for the CAY</i>  <i>Geotagged photographs of some of the events</i>  <i>Any other relevant information</i></p>	05	4	20	<p>1)500 words description need to be prepared for all the events celebrated in which it includes its purpose, relevance and outcomes.</p> <p>2)Events such as Independence day, Republic day, Teachers day, Engineers day, Yoga day, environmental day, Earth day etc. conducted shall be documented as one page report in which it includes Objective, Target Groups, Outcomes, Number of Participants etc. and Feedback samples can also be included for better visibility. All the event reports, Geotagged photos shall be made available in department webpage.</p>
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**7.2 Best Practices**

7.2.1	<p><i>Describe One best practice successfully implemented by the department as per NAAC format provided in the Manual.</i></p>	30	4	120	<p>1)Two best practices of the department prepared. Among this, any one of the most appropriate and relevant practice shall be materialized.</p>
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**7.3 Institutional Distinctiveness**



7.3.1	<p><i>Portray the performance of the department in one area distinctive to its priority and thrust within 1000 words</i></p> <p><i>Provide web link to:</i></p> <p><i>Appropriate web in the Institutional website</i></p> <p><i>Any other relevant information</i></p>	20	3	60	<p>1)The department activities in core area with reference to role of biomedical engineers in medicine, telemedicine, life saving equipments etc. which includes its thrust area, state-of-the art facilities, research initiatives, uniqueness, Heart Day Awareness etc. shall be documented appropriately.</p>
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<b>CRITERIA</b>	<b>KEY INDICATORS (KIS)</b>	<b>Weightage W<sub>i</sub></b>	<b>Key Aspect Grade Points (KAGP) 4/3/2/1/0</b>	<b>KAWGP = KAGP * W<sub>i</sub></b>
<b>1. Curricular Aspects</b>	1.1 Curriculum Design and Development	50	4.00	200
	1.2 Academic Flexibility	20	4.00	80
	1.3 Curriculum Enrichment	40	4.00	160
	1.4 Feedback System	10	4.00	40
	<b>Total</b>	<b>120</b>	<b>4</b>	
<b>2. Teaching- Learning and Evaluation</b>	2.1 Student Enrolment and Profile	20	3.50	70
	2.2 Catering to Student Diversity	30	3.50	105
	2.3 Teaching-Learning Process	50	3.50	175
	2.4 Teacher Profile and Quality	50	2.67	133.50
	2.6 Student Performance and Learning Outcomes	50	3.33	166.50
	2.7 Student satisfaction Survey	50	3.65	182.50
	<b>Total</b>	<b>250</b>	<b>3.36</b>	
<b>3. Research, Innovations and Extension</b>	3.1 Promotion of Research and Facilities	20	2.30	46
	3.2 Resource Mobilization for Research	07	3.33	23.31
	3.3 Innovation Ecosystem	10	3.00	30
	3.4 Research Publications and Awards	30	3.00	90
	3.5 Consultancy	10	3.00	30
3.7 Collaboration	20	3.00	60	
<b>Total</b>	<b>97</b>	<b>2.94</b>		
<b>4. Infrastructure and Learning Resources</b>	4.1 Physical Facilities	26	3.33	86.58
	4.3 IT Infrastructure	12	3.00	36
	4.4 Maintenance of Campus Infrastructure	20	4.00	80
	<b>Total</b>	<b>58</b>	<b>3.44</b>	

5. Student Support and Progression	5.1 Student Support	25	3.50	75
	5.2 Student Progression	30	3.33	100
	5.3 Student Participation and Activities	20	3.00	60
	<b>Total</b>	<b>75</b>	<b>3.28</b>	
6. Governance, Leadership and Management	6.3 Faculty Empowerment Strategies	30	3.25	97.50
	6.4 Financial Management and Resource Mobilization	10	3	30
	<b>Total</b>	<b>40</b>	<b>3.13</b>	
7. Institutional Values and Best Practices	7.1 Institutional Values and Social Responsibilities	05	4.00	20
	7.2 Best Practices	30	4.00	120
	7.3 Institutional Distinctiveness	20	3.00	60
	<b>Total</b>	<b>55</b>	<b>3.67</b>	
	<b>TOTAL SCORE</b>	<b>695</b>		<b>2356.89</b>

DEPARTMENT CGPA =  $\sum \text{KAWGP} / 695 = 3.39$



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**PRINCIPAL**

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