



# **YEARLY STATUS REPORT - 2021-2022**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**STELLA MARY'S COLLEGE OF  
ENGINEERING**

- Name of the Head of the institution **Dr.R.Suresh Premil Kumar**
- Designation **Professor&Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04651-239122**
- Mobile no **7402707777**
- Registered e-mail **principal@stellamaryscoe.edu.in**
- Alternate e-mail **reenadaphne@stellamaryscoe.edu.in**
- Address **Aruthenganvilai,Kallukatti  
Junction,Azhikal post,Kanyakumari  
District,PIN-629202,Tamil  
Nadu,South India.**
- City/Town **NAGERCOIL**
- State/UT **TAMILNADU**
- Pin Code **629202**

#### **2.Institutional status**

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **Anna University, Chennai**
- Name of the IQAC Coordinator **Dr.R.Reena Daphne**
- Phone No. **04651239122**
- Alternate phone No. **04651239122**
- Mobile **8973943326**
- IQAC e-mail address **iqac@stellamaryscoe.edu.in**
- Alternate Email address **reenadaphne@stellamaryscoe.edu.in**

**3.Website address (Web link of the AQAR (Previous Academic Year)**

<https://www.stellamaryscoe.edu.in/file/iqac/AQAR-2020-2021.pdf>

**4.Whether Academic Calendar prepared during the year?**

**Yes**

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

<https://stellamaryscoe.edu.in/file/iqac/AQAR-2019-2020.pdf>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.46</b>	<b>2020</b>	<b>14/02/2020</b>	<b>13/02/2025</b>

**6.Date of Establishment of IQAC**

**06/07/2016**

**7.Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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 4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- 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? No**

- If yes, mention the amount

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

- Departments of Computer Science and Engineering and Mechanical Engineering were accredited by NBA in April 2022.
- Orientation sessions on NBA accreditation were conducted for the UG programs of Electrical and Electronics Engineering and Electronics and Communication Engineering.
- Revised course file audit was introduced. • Attainment of COs for all courses and POs for all the programme has been managed through the institution's ERP.
- At least 15% of students complete online courses and obtain certificates.
- Institute starts incubation and innovation centre

**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
Pass percentage for University examinations	(CSE , ECE) > 80; (EEE, CIVIL, MECHANICAL) >70.
Adherence to Department calendar	Strict adherence to the planning done in the calendar submitted to IQAC.
Implementation of Innovative Teaching/Learning Methodologies	Participative mode, Experiential mode, Flipped mode, Usage of ICT was vividly seen
Industrial Visit/Inplant Training/Internship	1. Students were taken to course related IV s/ Students were sent to course related Inplant training/Internships 2. After completion of the IV/Inplant training/Internship, students were assessed on knowledge gained through relevant CO/PO. 3. A detailed report was submitted. 4 The experience was transformed into useful teaching aid.
Faculty participation in student industrial Visit	1. Has taken students to course related IV 2.After completions of IV students were assessed on knowledge gained through relevant CO/PO. 3. A detailed report was submitted to IQAC. 4. IV experience was translated into useful teaching aid
Faculty participation in Community based Projects (Atleast 1/department)	1. Guided community service projects which has been taken to society with positive impact and feedback. 2.Selected for being funded by some NGO
Organization of seminar/workshops/FDPs/Guest Lectures	Experts were called from State University / Regional Colleges / Deemed University with A Grade / Reputed Organization within State.
Organization of	Was asked to be done but due to

International/National Conferences	pandemic situations could not be implemented.
Organization of Training /Certification courses (Atleast one training/certificate course)	Taken efforts to bridge the gap in the curriculum/ to impart industry based knowledge through offering a value added course/certificate course through external agencies
Enrolment in Professional Bodies	1.Enrollement of all faculty members were made mandatory 2.Enrollment of all students was also insisted to be done
Major / Minor Research Projects	1. Funded projects (external agencies) 2.Projects apart from academic projects worked out in the Research Labs
Patents (Atleast 1/ department)	National Level-2
Extension Activities (Atleast 1/ department)	Programme organized with involvement of 1.Students 2.NGOs 3.Science/Technology
Consultancy activities (Atleast 1/ department)	1. 50,000/- to 1 Lakh 2.Rs. 10,000/-Rs 50,000/- (minimum)
Registration for Ph.D by faculty	3 faculty registered
Collaboration at National Level	National level-4
Inspiration towards projects through labs/ field study	Field Projects - 2 No Community Based project -2Nos
Analysis of results for slow and fast learners with check over the implementation of their respective action plans	1. Identification of slow and fast learners 2. Analysis of performance of slow and fast learners in class tests / Seminars etc 3. Support was offered to improve slow and fast learners
Progress of mentees in 1.Curricular 2. Co-curricular 3. Extra -curricular aspects	Totally 194 students from all the departments participated in various extra and co-curricular activities
Implementation of Department	Identified the correct list of

Activity Action plan by Class Incharges	activities verified by HoD or faculty authorized by HoD, demonstrated clearly the initiatives taken to implement all activities successfully.
Participation in seminar/workshops by faculty	61 seminar/workshops participations
Participation in FDP	45 FDP participations
Participation/Organization in Guest Lectures	Guest Lecture participations-NIL
Participation in International/National Conferences by faculty	13 International/National Conference participations
Journal Publications	21 Journal publications
Journal publications with students	20 Journal publications with students
Conference publications with students	3 Conference publications with students
Joint Patents with students	Joint Patents with students-NIL
Honors / Recognition	10 Honors / Recognition
Text or Reference books ( in a year)	4 Publishing

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	STELLA MARY'S COLLEGE OF ENGINEERING
• Name of the Head of the institution	Dr.R.Suresh Premil Kumar
• Designation	Professor&Principal
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://stellamaryscoe.edu.in/file/iqac/AQAR-2019-2020.pdf">https://stellamaryscoe.edu.in/file/iqac/AQAR-2019-2020.pdf</a>				
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6.Date of Establishment of IQAC			06/07/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
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9.No. of IQAC meetings held during the year			4		



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<ul style="list-style-type: none"><li>• Orientation sessions on NBA accreditation were conducted for the UG programs of Electrical and Electronics Engineering and Electronics and Communication Engineering.</li></ul>		
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<ul style="list-style-type: none"><li>• At least 15% of students complete online courses and obtain certificates.</li></ul>		
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Text or Reference books ( in a year)	4 Publishing
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	16/12/2022

**15.Multidisciplinary / interdisciplinary**

Stella Mary's College of Engineering practices a multidisciplinary approach in its academic and co-curricular activities to provide a holistic education.

An open elective system is offered in the syllabus so that students can enhance their understanding of the developments in the other related fields and would opt to work on hybrid projects.

Also, to understand and bridge the gaps in the curriculum and to become industry ready expert lectures are being arranged which would make them understand the need for going hybrid with other Engineering disciplines.

Also, the Government of Tamil Nadu has also brought in the NaanMudhalvan Scheme of upgrading the skills in the students by offering multidisciplinary courses and adding the outcome in completion to their credits in their grade sheets.

**16.Academic bank of credits (ABC):**

Our institute is in the process of developing a system for executing ABC in its true spirit. ABC as envisioned in the National Educational Policy-2020 promotes flexibility in the curriculum framework along with other multidisciplinary mobility of students across the Higher Education Institutions in the country with appropriate credit transfer mechanism created through these regulations. The affiliating university (Anna University) permits students to credit a maximum of two online courses, subject to a maximum of six credits, with the approval of the Head of the Institution and the Centre for Academic Courses, in lieu of open elective / professional elective courses. For this a three member committee is formed by the Head of the Institution with members as HOD and a faculty member from the Department of the student, HOD of any other branch of the Institution to ensure that the student has not studied such courses and would not repeat it again as Professional Core/Professional Elective/Open Elective courses. Also suitable online courses are permitted to be chosen from the SWAYAM platform.

**17.Skill development:**

The institution offers opportunities for students to develop their skills in tandem with changing needs. Add-on courses align

the curriculum with relevant industries to make them job ready by the time they graduate. Furthermore, students' skills are augmented by frequent interactions with alumni and industry experts. This enhances their preparedness to meet the demands of the outside world.

To strengthen our students' communication skills, activities like critical thinking, case studies, Brain storming, Decision making, problem solving and an effective presentation are checked on and worked on for improvement by the Literary club activities. Also our campus is an English speaking campus and this supports the motive of strengthening the communication skills of all the internal stakeholders.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Our Institution has students from diverse regions and states from Southern India.

In the Literary forum we encourage our students to share their literary knowledge and the culture of their respective languages. Also, since our institute is located in Tamil Nadu the study of the Tamil Heritage and culture has been brought into the curriculum to let know about our rich cultural heritage and knowledge systems.

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

Stella Mary's College of Engineering was accredited by NAAC in the year 2020 and has NBA accreditation for the Departments of Computer Science and Engineering and Mechanical Engineering. In the process of implementing the Outcome Based Education for all programmes, we have disseminated the Program Outcomes (PO), Program Specific Outcomes (PSO), Program Educational outcomes (PEO) and Course Outcomes (CO) in our institutional website and also in the prominent places in the departments.

To assess the performance of Students the attainment in the COs and POs is taken as the measuring tool .The internal assessment for each course is based on the student's knowledge skill and Student's academic performance in continuous internal assessment tests, seminars, classroom, laboratory assignments, semester examinations, etc.

The course proficiency and attainment levels are set by the course coordinator. The appropriate course target level set in

the PAB Meeting. The set target level is revised in the PAB meeting after the attainment of the same for three consecutive batches . Attainment of Program Outcomes and Program Specific Outcomes is also done in the same procedure with 80:20 allotment ratios for direct and indirect survey respectively.

The PSOs attainment for the entire programme are reviewed for revision after the attainment of the same for three consecutive batches .

## 20.Distance education/online education:

Online education is playing a crucial role since the start of pandemic in March 2020. The online platforms like Google meet and other platforms have broken the geographical barriers so that the learners are motivated to interact with the experts through online as a regular mode of education. As NEP too promotes the blended system of learning, online education supports the teaching learning process in this aspect in any situation.

## Extended Profile

### 1.Programme

1.1	243
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	252
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	252
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	172
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	122
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	154
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	41
Total number of Classrooms and Seminar halls	
4.2	203.116
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	452
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and



documented process

Stella Mary's College of Engineering has developed extensive facilities for developing and promoting a cooperative learning environment. The institutional academic calendar is prepared based on the Anna University calendar prior to the commencement of the academic year specifying the dates for significant activities to ensure proper teaching -learning process and it is circulated to each department.

The process of selection, planning and delivery of courses is properly monitored through meeting and reviews conducted in every department. The course materials are prepared in advance based on the course plans. Weekly exams, Unit test and internal assessments are conducted to measure the academic performance of students. Weak students are identified and remedial classes are conducted. Students are made to work out University and Model Question papers to improve their performance.

Class committee meetings are conducted for each section of class. They meet periodically and students give their inputs on their academic improvement, problems in learning, if any and suggestions for further action.

Though the syllabus prescribed by Anna University is followed, a frequent updation of curriculum is done to meet the recent development through value added courses which helps the students to improve their technical skill and to impart field knowledge.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.1.1%20ACADEMIC%20CALENDER%202021-2022.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.1.1%20ACADEMIC%20CALENDER%202021-2022.pdf</a>

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

A team consisting of the Principal, IQAC Coordinator and Heads of the Departments organize the academic calendar. The Academic Calendar of the Institution is prepared well in advance before the commencement of the semester, in line with the Anna University calendar and is also made available in the Institution's website. Based on the Institution's Calendar the Departmental calendars are

framed, on circulation of the same among the Departments. The academic calendar of the Department is thus prepared with all relevant dates for the activities planned for the semester, to ensure proper implementation of the TLP. The academic calendar thus prepared and distributed is strictly adhered to as per the schedule mentioned for all the academic and non-academic activities.

The preparation of the calendar helps the smooth execution of the examinations as planned in line with the schedule from Anna University. The audits by IQAC also ensure the timely execution of the processes associated with the effective conduct of examination. The transparency in the conduct of the examinations is ensured by the DAAC (Department Academic Audit Committee) that submits a report after every evaluation conducted.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.1.2%20Adherence%20to%20academic%20Calendar.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.1.2%20Adherence%20to%20academic%20Calendar.pdf</a>

**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

**A. All of the above**

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

## 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

5

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

### 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)

17

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

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

635

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

## 1.3 - Curriculum Enrichment

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

The Institution follows Anna University curriculum which includes Environmental Science and Engineering, Environment and Agriculture, Air pollution and control engineering, Professional Ethics, Total Quality Management and Principles of Management. Environmental Science and Engineering is an interdisciplinary program with the objective of understanding, estimating, and reacting to natural and human-induced ecological change. It addresses issues such as global warming, ozone layer depletion, green house effect and domestic and industrial air, water and noise pollution. The curriculum of environment and agriculture focuses on the role of environment in the current practice of agriculture and concerns of sustainability, especially in the context of climate change and emerging global issues.

The professional ethics in engineering aims to a) Create awareness on professional ethics and Human Values b) Create awareness on Engineering Ethics providing basic knowledge about engineering Ethics, Variety of moral issues and Moral dilemmas, Professional Ideals and Virtues. The total quality management describes the approach of a management for a long term success achieved through the satisfaction of the customers. The total quality management also aims to create knowledge about the management methods which is used to enhance the quality and productivity in business organisation.

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

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

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

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

287

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

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
URL for feedback report	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf</a>

## 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

252

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

252

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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 students are categorized as slow learners and fast learners based on their +2 marks & their previous semester results for the

consecutive semesters. A parental approach is offered to slow learners for analyzing their problems, encouraging them to improve their academic performance and also to help them in clarifying their doubts with respect to the challenging subjects.

To help the slow learners achieve an enhanced attainment, a special care is always given to them. The following are the remedial actions taken to improve their performance.

- Remedial / Coaching classes Peer to peer learning
- Communicating the parents about the performance, Lectures on important topics uploaded in the Google classroom Re-test for enhancement of marks
- Additional practical sessions Tutorials
- Assignments
- Solved University question papers

Fast learners are also identified based on their consistent academic performance in +2 and semester examinations. Following are the provisions made available for the fast learners.

- Provision for Gate Coaching and motivation for attempting competitive examinations Encouragement for registering e-courses from MOOCs like NPTEL, Coursera, etc.
- Provision to work on projects in the Research Labs/Product Development Cells. Motivation in publishing conference papers along with faculty members Involving towards patenting

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
252	68

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

- **Experiential learning**

Teaching based on Anna university curriculum is followed by all the course instructors using teaching aids like PPT, Video Lectures, and Mind Map for specific subjects, and Google class room to enrich the day to day teaching learning process and make it interesting. Guest lectures on contents beyond syllabus are organized by departments through experts from the various industries.

- **Participative learning**

Knowledge sharing is emphasised and students are motivated to deliver lectures on technical topics and share their knowledge and experience with others. Peer learning of advanced learners to help the slow learners while preparing for the continuous assessment tests is also a key aspect for enhancing the performance of both the slow and fast learners greatly.

In every semester, value added courses are conducted to bridge the gap between the curriculum and industry expectations. The students are motivated to register online NPTEL certification course for enhancing the depth of knowledge in their core disciplines. Based on the curriculum needs Industrial visits are organized.

- **Problem solving methodologies**

To enhance the problem solving abilities the students are given aptitude skills training. Also, to expose the students to a diverse range of problems, different assignment topics in every unit from the syllabus are followed. Placement oriented training and tests on numerical, analytical and verbal skills, are imparted on a regular basis to prepare students for industry placements.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.3.1-Experiential-participative-learning.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.3.1-Experiential-participative-learning.pdf</a>

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

For effective teaching -learning process, in our institution we use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. ICT has also become integral to the teaching-learning interaction, through such approaches as replacing chalkboards with interactive digital whiteboards, using students' own smart phones or other devices for learning during class time, and the "flipped classroom" model where students watch lectures at home on the computer and use classroom time for more interactive exercises.

Teachers need specific professional development opportunities in order to increase their ability to use ICT for formative learning assessments, individualized instruction, accessing online resources, and for fostering student interaction and collaboration.

#### Process:

\*PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.

\*. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

\*. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing

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

### 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

65

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

### 2.4 - Teacher Profile and Quality

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

68

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

17

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

358

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The performance of internal exam evaluation is based on, 1. Continuous Internal Evaluation throughout the semester 2. University examination at the end of the semester Each course, both theory as well as practical is evaluated for a maximum of 100 marks. For all theory and practical courses including project work, the continuous internal assessment will carry 20% marks while the End Semester University examination will carry 80% marks. The time tables for internal assessment tests are planned well in advance and published on notice boards. The seating arrangement will be displayed on the department notice board for all the exams. For each subject two sets of question papers are prepared by the concerned faculty in the prescribed format. All the question papers are approved by the respective Department Academic Audit Committee. The tests are conducted by a centralized examination cell wherein the invigilation duties are planned and executed. Detailed scheme of valuation and answer key is prepared and submitted to the exam cell by every course instructor. The evaluated

answer booklets are distributed to the candidates for their scrutiny within the next two days of the conduct of the exam. These corrected booklets are also randomly scrutinized by the Department Academic Audit Committee.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The Institute has a Department Academic Audit Committee which scrutinizes the question papers and answer scripts for correctness and uniformity and this also acts as the examination fairness committee in certain circumstances with regard to any grievance on the student's side in the valuation process. Under such circumstances he / she can intimate grievances either in person or in writing. The committee will take the utmost effort to sort out the grievance within three days from the reception of the petition regarding. If the individual is feeling discontented with the outcome of the Department Academic Audit Committee, he/she can make a higher appeal with proper justification to the Principal. If a student has any grievance with regard to University examinations, the student submits an application through the HoD which will be forwarded for redressal to Anna University. The committee will take the utmost effort to sort out the grievance within three days from the reception of the petition regarding.

If a student is absent for a test for genuine reasons, on duty, not satisfied with his / her performance in any particular exam, he/she is given a chance for writing retest on a later date on a different question paper.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 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.

Yes, the Program Outcomes (PO), Program Specific Outcomes (PSO), Course Outcomes (CO) are adopted for all programs offered by the institution has stated with the accreditation manual and communicated to teachers and students. The following locations to be viewed the POs and PSOs for course instructors and students :

? Institution Web site ? HOD cabins ? All Faculty Rooms ? Notice Boards ? Department laboratories ? Department Library

1. Program Outcomes (PO) Program Outcomes as identified by National Board of Accreditation (NBA) should be able to do at the time of graduation. Course instructor defines the course outcomes using Bloom's Taxonomy and map with the Program Outcomes..

2. Program Specific Outcomes (PSO) Program Specific Outcomes is written by all department Heads, which is discussed with course instructor and course coordinators in the meetings. This is based on the all courses in the concern department. All PSOs are framed for achieving the COs and Mission and vision of the institution.

3. Course Outcomes (CO) Course instructor prepares the Course Outcomes using Blooms Taxonomy, which is discussed with the course coordinator. At the beginning of each semester, each and every course instructor discusses the expected course outcomes with their students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.6.1%20-%20COs.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.6.1%20-%20COs.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Program Outcomes (POs) and Course Outcomes (COs) are measured both directly and indirectly.

1. In Direct method The Students' progress and learning outcomes are monitored through the continuous evaluations, tutorials, periodic tests, quiz, laboratory exercises, projects and assignments.

2. In Indirect method At the end of each semester, student feedback is taken course wise and performance of students is discussed, analyzed and recorded in terms of grades. Course exit survey is conducted at the end of each semester by individual course instructor. Each CO is mapped with certain POs and PSOs. Besides this, the exit survey is taken

from students for indirect assessment of the PO's. The alumni and employer surveys are taken for indirect assessment of the PSOs.

The weightage of direct assessment is 80% + indirect assessment is 20%

**3. Course Articulation Matrix:** The question papers are taken based on the Bloom's taxonomy and course articulation matrix is prepared for each course by the concern course instructor. Articulation matrix is the mapping of COs with POs and PSOs, along with that in Course outcome matrix is mapped with Blooms taxonomy levels and POs are prepared at the beginning of each semester by the course instructor.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 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

172

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

#### 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://www.stellamaryscoe.edu.in/download/Student-Satisfactory-Survey.pdf>

### 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)

0.075

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://www.tanscst.nic.in">https://www.tanscst.nic.in</a>

### 3.2 - Innovation Ecosystem

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

The Stella Mary's College of Engineering evokes a keen sense of respect for the environment and service to all sentient beings. The guidelines for learning

Our College has a centre for excellence which is aimed to provide research and career advancement through national and international partnership. The facilities include:

**Product development and promotion:** This aims to include students from their second year onwards to develop products to serve humanity, available at low cost.

**Training programmes:** The Centre for excellence provides both core and software level training to budding engineers by getting the best possible experts who contribute information and ideas to the participants.

**Mentoring:** Faculty members are assigned to closely monitor the involvement of students and guide them towards the completion of tasks.

**Office Support:** The College provides various facilities to the members of CE which include:

**Library:** The members through our Centre can avail the library at any time which has a number of books in various fields of engineering.

**Fund Assistance:** The CE facilitates to receive funds for the training companies.



**Tutorials:** Apart from direct training, the Centre also has Google classroom facilities in which tasks are assigned to members with deadlines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 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

8

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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**

37

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

**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**

15

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

Our institution stimulate the students interest towards the improvement of the society by various community development activities. We have initiated the extension and outreach programmes and motivates the students to participate in the activities to develop their skills such as leadership, team work ,co-ordination,time management etc..

1. NSS/YRC
2. EnSav Club
3. Internal Compliance cell
4. EDC

Each club is co-ordinated by faculty members and the programmes are organized along with student volunteers.

The NSS/YRC volunteers organized the Anti-tobacco rally, Covid

vaccination camp, etc...

EnSav Club focuses on bringing about a first hand realization of the energy crisis and scarcity of natural resources in the country. IGEN SDG99 Challenge Project has been conducted on November 2021 and awareness camps have also organized.

Women empowerment cell/Internal Compliance Cell has been functioning since 2016 for equipping and allowing the girls to make life determining decisions through the different problems in society by raising their status through higher education ,raising awareness and training.EDC has organizedprogrammes to motivate the students to enhance their entrepreneurship skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

20

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 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**

268

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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**

23

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 campus is spread over an area of 40 acres with a built-up area of 2, 43, 484.24 square feet comprising of buildings with a standard architecture, properly ventilated classrooms, laboratories, auditorium, mini-conference hall, library, seminar halls for every department. The college is having a digital library, an R&D cell to aid to the aforesaid necessitate. The college also organizes several seminars, talks, workshops, faculty development programmes to enable both students and staff to get to know about the emerging technologies in their respective fields. The campus is Wi-Fi enabled.

A well knit transport facility connecting our college with all areas in and around Kanyakumari District is available. A separate hostel with all In-House facilities is provided in campus for boys and girls.

For boys and girls separate hostel facilities are provided with all In-house facilities.

Inorder to promote a visual mode of an ICT enabled teaching and learning process mobile projectors are available in every classroom.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has a Sports club and availability of a large playground supports the daily practice given for the outdoor games such as Ball Badminton, Throw Ball, Cricket, Kabaddi, Foot ball, Hand ball, Volley Ball, Athletic events etc. We have special trainers for indoor games such as Badminton, Table Tennis, Chess etc to take part in any inter-college level or zonal level tournaments conducted in and around the state. Modern Multi Gyms for boys and girls students and for staff is available in their respective hostels. Our students have participated in Zonal level sports events organized by Anna University and have brought laurels to the institution, winning Medals, Prizes and trophies.

#### Yoga Centre:

Yoga is a mode of mental relaxation that helps the students to relieve their stress and perform well while facing their academic challenges. It imparts the importance of human body elements such as Brain, Conscience, Mind and Body into every soul that practices it. Our Institute is providing Yoga sessions by professional trainers to students.

#### Cultural Activities:

The students are motivated to participate in various cultural activities inside and outside the campus as cultural activities are form an essential part of the study.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

41

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

20.75 lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The Central Library of Stella Mary's College of Engineering is a place where huge collections of academic books, journals,

magazines, research projects, other knowledgeable books, Magazines and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their research; find a quiet place to study. The students can extend their search with use of internet, e-books, e-journals etc. made available in the digital library. The Institute library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means.

#### Library Services:

SMCE Central Library provide different types services to the student and Staff Members such as

Sr.No.

Services

1

Books, Journals, e- Journals, Project and e-books Access.

2

Reference Section with knowledgeable books

3

News Papers & Magazines

4

OPAC Facility

5

Digital Library

ILMS Details: Name of ILMS software Nature of automation (fully or partially) Version Year of Automation Info Library Fully 13 2013  
Function of INFO Library



Sr. No.

INFO LIBRARY description

1

Student & Staff Membership Entries

2

Books Entries

3

Books Issue & Returns

4

News Paper Entries

5

Dues Collection

6

OPAC

7

Books Barcode Print

8

Books Spine Labels Print

9

Stock Checking

10

View the Reports

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**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**

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

**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)**

**6.059 lakhs**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

**880**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The institution has over 452 Personal Computers installed with various operating systems in the CAD lab of Civil and Mechanical Departments, Mechatronics Lab, Micro Processor Lab, Power system simulation Lab, Micro Controller Lab, Big Data Lab., Computing lab of Science & Humanities and Department of Computer Science, etc.

All the PCs have advanced configurations and all advanced software that would cater to the needs of the students and the norms of Anna University.

Class rooms and seminar halls are equipped with Projectors and screen are also available for all the departments.

Wi-Fi hotspots with extenders are provided to cover the wireless range throughout the college. Internet connection is given to all the computers and all the necessary devices for the connectivity are being installed.

The IT & related needs of the campus such as Hardware & Networking, Software Development, Website designing & hosting, Email solutions, SMS solutions, etc. are taken care of by a separate team with in-house staff.

The entire campus is Wi-Fi enabled with an internet connectivity speed of 50 Mbps provided by AT Broadband.

Wi-Fi Access Points were installed in the following locations. Depending on the requirement these Wi-Fi access points are constantly updated at cyclic intervals.

Each department has a separate Computer Centre. To impart advanced language skills such as Listening, Speaking, Reading and Writing that plays an important role in their attitude round of placement we have installed Learn to speak English Deluxe in the language lab.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

452

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

32.921akhs

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

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 maintenance of the infrastructure is also being given much importance and there are quite a lot of personnel given the responsibility of maintaining all means of infrastructure with regard to buildings, furniture, transport and generator operation in case of power failure or power shut down. Complaint registers are regularly checked in for maintenance for various services like electrical, plumbing, housekeeping etc.

At the end of every semester after the university laboratory exams are over a regular and a thorough check up of all equipments is carried out. If the repair that has to be done is a minor one, it is being done by the lab instructors themselves or if needed the faculty member would also assist in doing it. If the repair to be done is a major one it is being outsourced as per the norms and procedures followed by the institute.

Also the measuring instruments are calibrated regularly to validate their performance.

**Utilisation and maintenance of Computer Laboratories:**

A cyclic maintenance depending on the need for the cleanliness to

be maintained is done regularly by cleaning the lab spaces, library, toilets, floors, hostels etc. with frequency verification done on a daily, weekly, monthly or yearly basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

891

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

595

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

**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	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.1.3.1%20-%20Capability%20Enhancement%20Skills.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.1.3.1%20-%20Capability%20Enhancement%20Skills.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**538**

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

**538**

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

**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**

**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

57

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### **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**

2



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

**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.**

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

Stella Mary's college of Engineering gives importance to extra circular and co-curricular activities also, for the all-round development of the students. We train our students to excel in technical skills, updating knowledge and personality. An association is formed in all the branches for this purpose and has a president, secretary, treasurer and office bearers. The association actively organize seminars symposiums, competitions, conferences and workshops. Our students involve themselves in commemorating all important events like Independence Day, Republic day, Teachers day, National sports day. College day and sports day are celebrated enthusiastically. Apart from this the college also offers club activities which includes English literary club, Youth red cross, NSS.

File Description	Documents
Paste link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.3.2%20-%20Student%20Council%20Activities.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.3.2%20-%20Student%20Council%20Activities.pdf</a>
Upload any additional information	No File Uploaded

**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**

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

## 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

An Alumni association is an association of graduates or more broadly, former students. These associations often organize social events, publish newsletters or magazine. Many provide a variety of benefits and services that help alumni maintain connections to their educational institution and fellow graduates. Today alumni associations involve graduates of all age groups and demographics.

**Objectives:** ? To keep a roster of all alumni of College and their pertinent data. ? Maintaining the updated and current information of all alumni ? To encourage, foster and promote close relations among the alumni themselves. ? To promote a sustained sense of belonging to the alma mater its graduates, faculties and students to the Alumni. ? To guide and assist alumni who have recently completed their courses of study. ? To keep them engaged in productive pursuits useful to the society ? To provide a forum for the alumni for exchange of ideas on academic cultural & social issues of the day by organizing & coordinating reunion activities of the alumni

**Activities** ? Platform for meeting and exchange of ideas among the alumni. ? Assist students for career guidance program. ? Technical seminars by alumni in reputed organization ? Keep alumni posted through the website. ? Getting feedback for constant improvisation.

File Description	Documents
Paste link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.4.1%20-%20Alumni.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.4.1%20-%20Alumni.pdf</a>
Upload any additional information	No File Uploaded

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

### 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

To emerge as a premiere institution, acknowledged as a centre for excellence imparting technical education, creating technocrats who can address the needs of the society through exploration and experimentation and uplift mankind.

##### Mission

To provide an education that transforms students, through rigorous course-work and by providing an understanding of the needs of the society and the industry.

Recognized by All India Council for Technical Education, the institution is approved by the Government of Tamil Nadu and affiliated to Anna University, Chennai. The Governance of the institution accords strictly with the Vision and Mission. The Governing Council includes the Chairman of the institution, the Vice Chairman, the Chief Executive Officer, the Director and the Principal.

The staff council of the college is headed by the Principal, with all the HoDs as members who would ensure the appropriate implementation of the directions given in accordance with the

decision made by the Governing Council.

The Principal, who is the academic head of the institution, is given enough freedom by the Management to function in order to reach the vision and mission of the institution. HoDs are entrusted with department level authority.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The institution follows the methodology of a decentralized governing structure. Each department head has been granted with the power to decide over the activities and delegate the assignments to the staff members. The responsibilities of finalising the timetable and subject allocation, purchase and maintenance of equipment and consumables, arranging guest lectures, workshops, conferences, symposia, putting forth necessary recommendations for industrial visits, in-plant trainings, internships and MoUs are taken up the department. A culture of participative management is being practiced effectively . A practice of decentralisation of the academic activities is followed in which the final decisions are taken, based on the conclusions from the discussions made in the class committee meetings, department meetings, mentor meetings and Heads' meetings with Principal. The Principal takes up the role of coordinating the departments, administration and the management.

At every academic year's end, the Academic Calendar for the next academic year is prepared. The Principal plans the Academic Calendar in a meeting convened with the Heads of the various departments in which the Director, CR department, Librarian and the Director of Physical education will also be a part. The planning will be based on the academic schedule received from Anna University, Chennai.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The institute has a strategic plan for a period of five years starting from the academic year 2015-2020 which includes getting permanent affiliation for all UG & PG programmes by 2015-2016, introduction of College ERP by 2017, improving the teaching-learning process, strengthening the campus facility and support systems, instating the R&D cell and center for innovation by 2018, getting NAAC accreditation by 2019, getting NBA accreditation by 2023 for all departments, providing Personality development programmes for the students and enhancing the industry institute collaborations and R&D activities.

One of the strategic plans in the academic year 2017-2018 was initiated by the IQAC of the institution is to provide personality development for the students. The Personality Development Program (PDP) for the students was conducted through the placement cell. The PDP is being conducted for all the students every year from then on, from the first year to the final year. Professional trainers visit the campus to train the students of all the departments, semester wise. A batch-wise splitting is done based on the training session to be handled and various sessions on topics.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C6/C6-Hidden-Link-File1.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C6/C6-Hidden-Link-File1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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.

The Governing Council at Stella Mary's College of Engineering comprises of a very dignified group which is totally committed in monitoring the continuous development and growth of the Institution. The governing council includes the Chairman, Vice-Chairman, CEO, Director and Principal. The Governing Council takes up the key responsibility of monitoring the effective implementation of every activity associated with the institutional strategic plan. All bodies in the institution including the management, the department heads, the faculty, the non-teaching staff and the students work as a team to to strengthen the culture of excellence.

The Principal governs the academic and administrative departments of the college. The administration of the academic and non-academic activities is carried out by the various Cells and Committees formed and authorized by the governing council. The Governing Council meets twice a year and interacts with the faculty, students and the Corporate Relations team to identify the lapses and the areas where improvement is required to raise the quality of knowledge delivery at Stella Mary's college of Engineering with the support of the faculty members and administrators in the Institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://www.stellamaryscoe.edu.in/organisation-chart.php">https://www.stellamaryscoe.edu.in/organisation-chart.php</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

#### Welfare measures for teaching staff

Our management is very much considerate towards its faculty and never fails to take some welfare measures for the teaching staff members.

- Provident Fund
- Free transport facilities
- Medical leave
- Maternity leave
- Waiver of fees for children of the institution's staff
- Supporting for the education of the children of the teachers in the institution's group
- Marriage gifts with the sanction of one week leave
- Gifts and mementoes during Teachers' Day celebrations
- Sponsorship for attending conferences, workshops and FDPs
- Incentives for publication of papers / research articles
- Cash awards for achieving academic excellence / 100% pass
- Special Study Leave (SSL) to pursue higher education.

#### Welfare schemes for non-teaching staff

- Support for their children in education
- Marriage gifts for wedding along with one week leave
- Relaxation-medical leave / maternity leave
- Free transport facilities
- SSL for higher studies
- Incentive for attending orientation programmes, workshops and conferences
- Incentive for dress materials for non-teaching staff



File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<a href="#">View File</a>

### **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**

**12**

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

### **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**

**01**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### 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

35

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Stella Mary's Management evaluates the performance of the faculty based on their teaching, research, contribution in teamwork, participation in co-curricular/extracurricular activities and publication works. Outstanding staff members are

awarded and appreciated

Our Appraisal system considers the following factors in the appraisal programme for our Teaching Staff

- Participation in Conferences, Workshops, Faculty Development Programs and others to enhance their skill and potential.
- Research activities.
- University Examination Results.
- Publication works in the Scopus indexed/impact factor/e - journals & conference proceedings.
- Publication of chapters in books and publication of books
- Carrying out sponsored projects
- Feedback from HoD and Feedback from students
- Rewards for outstanding achievements in their higher education, while working with Stella Mary's
- Community services through the institution and outside the institution

Our Appraisal system considers the following factors in the appraisal programme for our Non-Teaching Staff

- Active participation in skill up gradation through Orientation Programmes, Refresher Course, Short Term Courses and Faculty Development Programmes
- Feedback from the concerned department head, teaching staff and Principal

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The management trust office (NOVA Educational Trust) deposes officials for performing the internal audit and the reports which are usually obtained before the closure of accounts will be obtained before external audit. The statutory auditors will conduct the audit on the 30th of June of every year.

The necessary action will be taken to regularize the accounts and the documentary evidences will be collected for the credit balance, compliances of T.D.S. and Statutory Formalities and Reconciliation of Unit wise balances with the Control Accounts and Bank Reconciliations. The copy of internal audit report covering all matters relating to the managing of accounts is preserved.

The final audit report prepared by the auditors after the external statutory audit is submitted to the college financial management. The consolidation of the findings of the institution and the annual return will be submitted to the relevant authorities like Income tax authorities, Registrar of Societies, Tamil Nadu and to the other related authorities concerned etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

Our institution runs under NOVA Educational Trust where the students are offered with Institutional scholarship. We follow the norms followed by Tamil Nadu Government of higher educational. Since AICTE approval, 65% seats are filled up by students through Anna University Counseling (TNEA) and the remaining 35% are occupied through the Consortium of Self Financing Professional,

## Arts and Science Colleges in Tamil Nadu.

- We do not hold any debt and we run our institution in a financially secure track through the NOVA educational trust accelerators.
- Extra-curricular activities are also focused in our institution. Optimal Utilization
- NOVA educational trust has signed and kept up 'MoU's with few industrial sectors and rewards are given through 'NOVA' educational trust for best projects. Faculties in our institution are exposed to conferences, workshop and Faculty Development Programmes (FDPs), where the teaching level of our faculty is upgraded.
- To ensure a sufficient care is taken to maintain cleanliness in the campus and the allotted fund for this is judiciously utilized.

The institute makes use of the policy of bio waste management effectively as it provides income

File Description	Documents
Paste link for additional information	<a href="https://www.stellamaryscoe.edu.in/management.php">https://www.stellamaryscoe.edu.in/management.php</a>
Upload any additional information	No File Uploaded

## 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

Outcome Based Education is a quality initiative whose key criterion is the attainment of Course Outcomes. The attainment of the course outcomes for a particular course is assessed based on two tools namely

1. Direct assessment
2. Indirect assessment

The direct assessment is based on the internal assessment exams and the model exams and the indirect assessment is based on the course end survey made. A weightage of 80:20 is given ( direct : indirect). For direct assessment we have fixed 50% of weightage to be given to all the internal assessment exams consider

altogether.35% of weightage is given to model exam and 15% of weightage is given to assignments. Finally the average of the attainment value is calculated and is made up for 80 %.

The indirect assessment is made for the entire class through feedback forms issued to students and the feedback is consolidated under three criteria as strong, medium and low which carries a score 3, 2 and 1 respectively. Finally the average of the attainment value is calculated and is made up for 20 %.

To get the overall attainment both the values rounded to 80:20 ratio are added.

File Description	Documents
Paste link for additional information	<a href="https://www.stellamaryscoe.edu.in/igac.php">https://www.stellamaryscoe.edu.in/igac.php</a>
Upload any additional information	No File Uploaded

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 teaching learning process is continuously scrutinized for implementation of quality initiatives in the system and improvisation in its outcome. For specific courses the students are given opportunities to attend guest lecturers from industrial experts who would expose the industry requirement to the students and equip them with necessary skills for placement.
- Post-accreditation IQAC will be reconstituted as per the NAAC guidelines. However, the institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through its Staff Council, Internal Assessment Committee of each department, and Centre for innovation team, etc. The Staff Council reviews the results and plans activities for the academic growth of the institution at large (Principal and HoDs).

The various other quality initiatives for improving the teaching-learning process taken are

- Organization of seminars, workshops and training for

students.

- Conduct of value-added courses for students.
- Use of ICT in teaching and learning encouraged.
- Feedback from students, alumni and parents on curriculum has been formally taken and the data analyzed.
- Availability/ Posting of feedback forms on the college website.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C6/C6-Hidden-Link-File2.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C6/C6-Hidden-Link-File2.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

## Gender Sensitivity

Stella Mary's College of Engineering is empowering the students at various levels of learning to bring success in personal and academic activities and provides a safe and secure environment for both the genders. Every year the action plan will be prepared with the aim of providing a good enrichment in the activities of both the genders.

### Safety and Security:

The institution provides safety and security to all the Students and Faculty. Steps taken for safety are

#### CCTV Cameras:

CCTV cameras are installed at various points in the college

#### Anti-Ragging Committee:

To prevent in disciplinary activities among the students' anti-ragging committee is formed.

Internal Compliance Committee (Women Empowerment Cell).

To address any issues regarding the safety of girls and lady staff, we have a women empowerment cell.

#### Awareness program:

Awareness programmes are conducted by the Women empowerment cell to impart awareness to them in all aspects of sexual harassment and threats that prevail in the society against them.

#### First -Aid Kit:

First-Aid kit is available in every department

#### Counseling:

Each department has a counseling system/mentoring system

#### Common room :

To facilitate our female students, the Campus has established a



spacious and comfortable common room.

File Description	Documents
Annual gender sensitization action plan	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Gender-Sensitization.pdf">Kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Gender-Sensitization.pdf</a>
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	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Safety-and-Security.pdf">Kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Safety-and-Security.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

Stella Mary's College of engineering makes effort to maintain an eco friendly environment. With making a pollution free environment in all aspects, reduce, recycling and reuse is done for the different types of waste like solid, liquid and electronic wastes in the campus. With this intention, we are maintaining

- Solid waste management**

Separate dustbins are located in our campus to collect degradable and non-degradable waste. Plastic usage is strictly prohibited in the campus. The degradable waste is sent to the private agencies for recycling. Food Waste is converted into biogas and used for cooking.

- Liquid waste management

The Institution is carefully planning to reuse the liquid waste in the college. Waste water is directed to plantation. The waste water from RO plant is stored and used for toilet.

- Biomedical waste management

No biomedical waste in our campus

- E-waste management.

In our college, there is a basic procedure of e-waste administration. The damaged computers are disposed through outside agencies.

Some of the e-waste materials like Electronic component boards are used for learning purpose for the students.

- Waste recycling system

The waste water from RO plant is stored and used for Plantation and toilet

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

**7.1.4 - Water conservation facilities available in the Institution:** Rain water harvesting  
Bore well /Open well recharge Construction 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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

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

A. Any 4 or All 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.**

**B. Any 3 of the above**

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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).**

**Stella Mary's College of Engineering takes efforts in providing inclusive environment both for the students and faculty. Tolerance and harmony are taught in the minds of the students with multiple initiatives.**

The ethical role of every student towards society is spreaded and revealed through the following events. This helps the student members to better understand about the neighbourhood needs. The students were motivated to analyze various societal problems and to come out with mini projects with new technological innovations to resolve the problems

Various clubs in the campus conduct programs creating interaction among the students. Cultural programs organized during special events are of diverse nature- classical, folk, drama in different languages depicting the different cultures of the nation . All Regional and National festivals are celebrated so that the students will come to know about various cultures and linguistic diversity of our nation. NSS volunteers visit the neighbourhood community, helping them for various activities like health and awareness camps etc. as an engagement with different communities. Effort is also taken care of with appropriate opportunities to both the gender of students and faculty. Value Education, offered for students, inculcates a set of values related to societal, religious and cultural ethics

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

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

Stella Mary's College of Engineering organizes number of programs to sensitize both the students and faculty to the constitutional obligations of every citizen. The NSS and YRC units of the institution organized program related to COVID 19 pandemic. The management along with NSS unit and public health centre, Ganapathipuram conducted covid vaccination camp to all staff, students & public .Departments also conducted a Rally on No Tobacco Day, Road Safety Awareness Program,& Anti-Drug Awareness to create awareness

Through Ensavclub, students went to nearby houses and created awareness about saving one unit per day & awareness was created .Through Entrepreneurship Development Cell various programs conducted regarding career opportunities for students. Students

have been motivated by EDC to identify various societal problems and to find innovative solutions to overcome the problem through various awareness programs. Awareness programs corresponding to ethical and human values and rights of the citizens to students. As an initiative of green environment, we encouraged students to plant trees in the campus and their by motivated them to do the same in nearby areas and also make a memorandum of understating for planting & maintain fruit saplings in the college premises between Prasiddhi forest foundation & Stella Mary's college of Engineering.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Students-Responsible-Into-Citizens.pdf">kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Students-Responsible-Into-Citizens.pdf</a>
Any other relevant information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/STUDENTS%20RESPONSIBLE%20INTO%20CITIZENS-EVENT-PHOTOS.pdf">Kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/STUDENTS%20RESPONSIBLE%20INTO%20CITIZENS-EVENT-PHOTOS.pdf</a>

**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 students, teachers, administrators and other staff**

**B. Any 3 of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- **Independence Day:** In our college every year we celebrate Independence Day by hoisting national flag in campus thereby enabling the students to remember the sacrifices done by our great leaders.
- **Republic Day:** We celebrate this day as a festival every year in our college campus by hoisting national flag and followed by our National Anthem sung by a team of students.
- **National Science Day:**

National Science Day is celebrated in India on 28 February of each year to mark the discovery of the Raman effect by Indian physicist Sir C. V. Raman on 28 February 1928. In our College we celebrated national science day by conducting Science EXPO 2022.

- **National Pollution control Day:**

National Pollution Prevention Day is observed on 2nd December in India. This day is observed in the memory of people who lost their lives in Bhopal gas calamity.

- **Onam:** . In our college every year we celebrate Onam by conducting various games for students and serving tasty 'Onasadhya'.

**Christmas Day:** In our college every year we celebrate Christmas by forming choir, setting up cribs and placing a wonderful Christmas tree.

.Stella Mary's College of Engineering takes self-importance in

organizing all the important national events .

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### BEST PRACTICE -I

#### TEACHING LEARNING PROCESS

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

- Teaching through power point presentations, videos, etc
- Assignments and notes provided to Students through LMS(Learning Management Systems)
- Question banks are uploaded through google class room
- feedbackare collected
- College implemented ERP for attendance monitoring, Course materials, Co, Po mapping etc
- Institution Innovation Council was conducting program as per Ministry of Education (IIC)
- absentees are monitored and intimate to the parents

#### . Evidence of success

- Students are highly attentive in class
- Performance of students are improved
- Students are participated and won Prizes conducted Events by other colleges



**BEST PRACTICE -II****CENTER FOR INNOVATION**

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

- Displaying list of mini projects
- Selecting the students based on the interest show towards the projects
- Encourage real time innovative projects
- Organized workshops and seminars for better understanding
- Encourage implant training and NPTEL courses
- Placement guidelines are given through experts
- Certificate courses are conducted through MoU with startups

**Evidence and Success:**

- Preparation for the Smart India Hackathon 2022
- Students presents papers in journals

File Description	Documents
Best practices in the Institutional website	<a href="https://www.stellamaryscoe.edu.in/igac.php">https://www.stellamaryscoe.edu.in/igac.php</a>
Any other relevant information	kindly refer this link for details: <a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Best-Practices-Course-File&amp;Certificate.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Best-Practices-Course-File&amp;Certificate.pdf</a>

**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

**Institutional Distinctiveness**

**Vision:**

To emerge as a premiere institution, acknowledged as a center for excellence imparting technical education, creating technocrats who can address the needs of the society through exploration and experimentation and uplift mankind.

**Mission:**

To provide an education that transforms students, through rigorous course-work and by providing an understanding of the needs of the society and the industry.

Stella Mary's college of Engineering provides abroad job opportunities to the candidates who deserve the offer. Our college gives more importance to enhance the skills of the students to face the global challenges, The institution provides

- Communication training programs
- Campus training programs
- Training on soft skills

It is our institute's distinctiveness in bringing recruiters from reputed companies from India and abroad. We had MoU with S'Hail Metals and Rassas Battery Recycling factory for requirement. Abroad placement has been a source of motivating students who aim to get placed and the expenditure for their travel and visa is also borne by the institution. Abroad placement is a pride for the institution and a spotlight for progress towards the goal to be achieved by every student who does justice in making the best use of the study environment provided by us.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Stella Mary's College of Engineering has developed extensive facilities for developing and promoting a cooperative learning environment. The institutional academic calendar is prepared based on the Anna University calendar prior to the commencement of the academic year specifying the dates for significant activities to ensure proper teaching -learning process and it is circulated to each department.

The process of selection, planning and delivery of courses is properly monitored through meeting and reviews conducted in every department. The course materials are prepared in advance based on the course plans. Weekly exams, Unit test and internal assessments are conducted to measure the academic performance of students. Weak students are identified and remedial classes are conducted. Students are made to work out University and Model Question papers to improve their performance.

Class committee meetings are conducted for each section of class. They meet periodically and students give their inputs on their academic improvement, problems in learning, if any and suggestions for further action.

Though the syllabus prescribed by Anna University is followed, a frequent updation of curriculum is done to meet the recent development through value added courses which helps the students to improve their technical skill and to impart field knowledge.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.1.1%20ACADEMIC%20CALENDER%202021-2022.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.1.1%20ACADEMIC%20CALENDER%202021-2022.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of

## Continuous Internal Evaluation (CIE)

A team consisting of the Principal, IQAC Coordinator and Heads of the Departments organize the academic calendar. The Academic Calendar of the Institution is prepared well in advance before the commencement of the semester, in line with the Anna University calendar and is also made available in the Institution's website. Based on the Institution's Calendar the Departmental calendars are framed, on circulation of the same among the Departments. The academic calendar of the Department is thus prepared with all relevant dates for the activities planned for the semester, to ensure proper implementation of the TLP. The academic calendar thus prepared and distributed is strictly adhered to as per the schedule mentioned for all the academic and non-academic activities.

The preparation of the calendar helps the smooth execution of the examinations as planned in line with the schedule from Anna University. The audits by IQAC also ensure the timely execution of the processes associated with the effective conduct of examination. The transparency in the conduct of the examinations is ensured by the DAAC (Department Academic Audit Committee) that submits a report after every evaluation conducted.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C1/1.1.2%20Adherence%20to%20academic%20Calendar.pdf">https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C1/1.1.2%20Adherence%20to%20academic%20Calendar.pdf</a>

**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**

**A. All of the above**

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

## 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

5

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

### 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)

17

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

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

635

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

### 1.3 - Curriculum Enrichment

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

The Institution follows Anna University curriculum which includes Environmental Science and Engineering, Environment and Agriculture, Air pollution and control engineering, Professional Ethics, Total Quality Management and Principles of Management. Environmental Science and Engineering is an interdisciplinary program with the objective of understanding, estimating, and reacting to natural and human-induced ecological change. It addresses issues such as global warming, ozone layer depletion, green house effect and domestic and industrial air, water and noise pollution. The curriculum of environment and agriculture focuses on the role of environment in the current practice of agriculture and concerns of sustainability, especially in the context of climate change and emerging global issues.

The professional ethics in engineering aims to a) Create awareness on professional ethics and Human Values b) Create awareness on Engineering Ethics providing basic knowledge about engineering Ethics, Variety of moral issues and Moral dilemmas, Professional Ideals and Virtues. The total quality management describes the approach of a management for a long term success achieved through the satisfaction of the customers. The total quality management also aims to create knowledge about the management methods which is used to enhance the quality and productivity in business organisation.

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

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year****6**

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

**1.3.3 - Number of students undertaking project work/field work/ internships****287**

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

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students Teachers Employers Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
URL for feedback report	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C1/1.4.1%20Feedback.pdf</a>

### 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

252

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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

252



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 students are categorized as slow learners and fast learners based on their +2 marks & their previous semester results for the consecutive semesters. A parental approach is offered to slow learners for analyzing their problems, encouraging them to improve their academic performance and also to help them in clarifying their doubts with respect to the challenging subjects.

To help the slow learners achieve an enhanced attainment, a special care is always given to them. The following are the remedial actions taken to improve their performance.

- Remedial / Coaching classes Peer to peer learning
- Communicating the parents about the performance, Lectures on important topics uploaded in the Google classroom Re-test for enhancement of marks
- Additional practical sessions Tutorials
- Assignments
- Solved University question papers

Fast learners are also identified based on their consistent academic performance in +2 and semester examinations. Following are the provisions made available for the fast learners.

- Provision for Gate Coaching and motivation for attempting competitive examinations Encouragement for registering e-courses from MOOCs like NPTEL, Coursera, etc.
- Provision to work on projects in the Research Labs/Product Development Cells. Motivation in publishing conference papers along with faculty members Involving towards patenting

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
252	68

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

- **Experiential learning**

Teaching based on Anna university curriculum is followed by all the course instructors using teaching aids like PPT, Video Lectures, and Mind Map for specific subjects, and Google class room to enrich the day to day teaching learning process and make it interesting. Guest lectures on contents beyond syllabus are organized by departments through experts from the various industries.

- **Participative learning**

Knowledge sharing is emphasised and students are motivated to deliver lectures on technical topics and share their knowledge and experience with others. Peer learning of advanced learners to help the slow learners while preparing for the continuous assessment tests is also a key aspect for enhancing the performance of both the slow and fast learners greatly.

In every semester, value added courses are conducted to bridge the gap between the curriculum and industry expectations. The students are motivated to register online NPTEL certification course for enhancing the depth of knowledge in their core disciplines. Based on the curriculum needs Industrial visits are organized.

◦ Problem solving methodologies

To enhance the problem solving abilities the students are given aptitude skills training. Also, to expose the students to a diverse range of problems, different assignment topics in every unit from the syllabus are followed. Placement oriented training and tests on numerical, analytical and verbal skills, are imparted on a regular basis to prepare students for industry placements.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.3.1-Experiential-participative-learning.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.3.1-Experiential-participative-learning.pdf</a>

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

For effective teaching -learning process, in our institution we use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. ICT has also become integral to the teaching-learning interaction, through such approaches as replacing chalkboards with interactive digital whiteboards, using students' own smart phones or other devices for learning during class time, and the "flipped classroom" model where students watch lectures at home on the computer and use classroom time for more interactive exercises.

Teachers need specific professional development opportunities in order to increase their ability to use ICT for formative learning assessments, individualized instruction, accessing online resources, and for fostering student interaction and collaboration.

**Process:**

\*PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.

\*. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various

competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

\*. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing

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

### 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

65

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

### 2.4 - Teacher Profile and Quality

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

68

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### **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**

17

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### **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**

358

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### **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.

The performance of internal examination evaluation is based on, 1. Continuous Internal Evaluation throughout the semester 2. University examination at the end of the semester Each course, both theory as well as practical is evaluated for a maximum of 100 marks. For all theory and practical courses including project work, the continuous internal assessment will carry 20% marks while the End Semester University examination will carry 80% marks. The time tables for internal assessment tests are planned well in advance and published on notice boards. The seating arrangement will be displayed on the department notice board for all the exams. For each subject two sets of question papers are prepared by the concerned faculty in the prescribed format. All the question papers are approved by the respective Department Academic Audit Committee. The tests are conducted by a centralized examination cell wherein the invigilation duties are planned and executed. Detailed scheme of valuation and answer key is prepared and submitted to the exam cell by every course instructor. The evaluated answer booklets are distributed to the candidates for their scrutiny within the next two days of the conduct of the exam. These corrected booklets are also randomly scrutinized by the Department Academic Audit Committee.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The Institute has a Department Academic Audit Committee which scrutinizes the question papers and answer scripts for correctness and uniformity and this also acts as the examination fairness committee in certain circumstances with regard to any grievance on the student's side in the valuation process. Under such circumstances he / she can intimate grievances either in person or in writing. The committee will take the utmost effort to sort out the grievance within three days from the reception of the petition regarding. If the individual is feeling discontented with the outcome of the Department Academic Audit Committee, he/she can make a higher appeal with proper justification to the Principal. If a student has any grievance with regard to University examinations, the student submits an application through the HoD which will be forwarded for redressal to Anna University.

The committee will take the utmost effort to sort out the grievance within three days from the reception of the petition regarding.

If a student is absent for a test for genuine reasons, on duty, not satisfied with his / her performance in any particular exam, he/she is given a chance for writing retest on a later date on a different question paper.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 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.

Yes, the Program Outcomes (PO), Program Specific Outcomes (PSO), Course Outcomes (CO) are adopted for all programs offered by the institution has stated with the accreditation manual and communicated to teachers and students. The following locations to be viewed the POs and PSOs for course instructors and students :

? Institution Web site ? HOD cabins ? All Faculty Rooms ? Notice Boards ? Department laboratories ? Department Library 1. Program Outcomes (PO) Program Outcomes as identified by National Board of Accreditation (NBA) should be able to do at the time of graduation. Course instructor defines the course outcomes using Bloom's Taxonomy and map with the Program Outcomes..

2. Program Specific Outcomes (PSO) Program Specific Outcomes is written by all department Heads, which is discussed with course instructor and course coordinators in the meetings. This is based on the all courses in the concern department. All PSOs are framed for achieving the COs and Mission and vision of the institution. 3. Course Outcomes (CO) Course instructor prepares the Course Outcomes using Blooms Taxonomy, which is discussed with the course coordinator. At the beginning of each semester, each and every course instructor discusses the expected course outcomes with their students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.6.1%20-%20COs.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C2/2.6.1%20-%20COs.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Program Outcomes (POs) and Course Outcomes (COs) are measured both directly and indirectly. 1. In Direct method The Students' progress and learning outcomes are monitored through the continuous evaluations, tutorials, periodic tests, quiz, laboratory exercises, projects and assignments. 2. In Indirect method At the end of each semester, student feedback is taken course wise and performance of students is discussed, analyzed and recorded in terms of grades. Course exit survey is conducted at the end of each semester by individual course instructor. Each CO is mapped with certain POs and PSOs. Besides this, the exit survey is taken from students for indirect assessment of the PO's. The alumni and employer surveys are taken for indirect assessment of the PSOs.

The weightage of direct assessment is 80% + indirect assessment is 20%

3. Course Articulation Matrix: The question papers are taken based on the Bloom's taxonomy and course articulation matrix is prepared for each course by the concern course instructor. Articulation matrix is the mapping of COs with POs and PSOs, along with that in Course outcome matrix is mapped with Blooms taxonomy levels and POs are prepared at the beginning of each semester by the course instructor.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil



**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****172**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<b>Nil</b>

**2.7 - Student Satisfaction Survey****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://www.stellamaryscoe.edu.in/download/Student-Satisfactory-Survey.pdf>

**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)****0.075**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://www.tanscst.nic.in">https://www.tanscst.nic.in</a>

### 3.2 - Innovation Ecosystem

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

The Stella Mary's College of Engineering evokes a keen sense of respect for the environment and service to all sentient beings. The guidelines for learning

Our College has a centre for excellence which is aimed to provide research and career advancement through national and international partnership. The facilities include:

Product development and promotion: This aims to include students from their second year onwards to develop products to serve humanity, available at low cost.

**Training programmes:** The Centre for excellence provides both core and software level training to budding engineers by getting the best possible experts who contribute information and ideas to the participants.

**Mentoring:** Faculty members are assigned to closely monitor the involvement of students and guide them towards the completion of tasks.

**Office Support:** The College provides various facilities to the members of CE which include:

**Library:** The members through our Centre can avail the library at any time which has a number of books in various fields of engineering.

**Fund Assistance:** The CE facilitates to receive funds for the training companies.

**Tutorials:** Apart from direct training, the Centre also has Google classroom facilities in which tasks are assigned to members with deadlines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### **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**

8

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

37

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

**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**

15

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Our institution stimulate the students interest towards the improvement of the society by various community development activities. We have initiated the extension and outreach programmes and motivates the students to participate in the activities to develop their skills such as leadership, team work ,co-ordination,time management etc..

1. NSS/YRC
2. EnSav Club
3. Internal Compliance cell
4. EDC

Each club is co-ordinated by faculty members and the programmes are organized along with student volunteers.

The NSS/YRC volunteers organized the Anti-tobacco rally, Covid vaccination camp, etc...

EnSav Club focuses on bringing about a first hand realization of the energy crisis and scarcity of natural resources in the country. IGEN SDG99 Challenge Project has been conducted on November 2021 and awareness camps have also organized.

Women empowerment cell/Internal Compliance Cell has been functioning since 2016 for equipping and allowing the girls to make life determining decisions through the different problems in society by raising their status through higher education ,raising awareness and training.EDC has organizedprogrammes to motivate the students to enhance their entrepreneurship skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

20

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

268

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

23

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 campus is spread over an area of 40 acres with a built-up area of 2, 43, 484.24 square feet comprising of buildings with a standard architecture, properly ventilated classrooms, laboratories, auditorium, mini-conference hall, library, seminar halls for every department. The college is having a digital library, an R&D cell to aid to the aforesaid necessitate. The college also organizes several seminars, talks, workshops, faculty development programmes to enable both students and staff to get to know about the emerging technologies in their respective fields. The campus is Wi-Fi enabled.

A well knit transport facility connecting our college with all areas in and around Kanyakumari District is available. A separate hostel with all In-House facilities is provided in campus for boys and girls.

For boys and girls separate hostel facilities are provided with all In-house facilities.

Inorder to promote a visual mode of an ICT enabled teaching and learning process mobile projectors are available in every classroom.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has a Sports club and availability of a large playground supports the daily practice given for the outdoor games such as Ball Badminton, Throw Ball, Cricket, Kabaddi, Foot ball, Hand ball, Volley Ball, Athletic events etc. We have special trainers for indoor games such as Badminton, Table Tennis, Chess etc to take part in any inter-college level or



zonal level tournaments conducted in and around the state. Modern Multi Gyms for boys and girls students and for staff is available in their respective hostels. Our students have participated in Zonal level sports events organized by Anna University and have brought laurels to the institution, winning Medals, Prizes and trophies.

#### Yoga Centre:

Yoga is a mode of mental relaxation that helps the students to relieve their stress and perform well while facing their academic challenges. It imparts the importance of human body elements such as Brain, Conscience, Mind and Body into every soul that practices it. Our Institute is providing Yoga sessions by professional trainers to students.

#### Cultural Activities:

The students are motivated to participate in various cultural activities inside and outside the campus as cultural activities are form an essential part of the study.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

41

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

**20.75 lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Central Library of Stella Mary's College of Engineering is a place where huge collections of academic books, journals, magazines, research projects, other knowledgeable books, Magazines and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their research; find a quiet place to study. The students can extend their search with use of internet, e-books, e-journals etc. made available in the digital library. The Institute library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means.

**Library Services:**

SMCE Central Library provide different types services to the student and Staff Members such as

Sr.No.

Services

1

Books, Journals, e- Journals, Project and e-books Access.

2

Reference Section with knowledgeable books

3

News Papers & Magazines

4

OPAC Facility

5

Digital Library

ILMS Details: Name of ILMS software Nature of automation (fully or partially) Version Year of Automation Info Library Fully 13 2013 Function of INFO Library

Sr. No.

INFO LIBRARY description

1

Student & Staff Membership Entries

2

Books Entries

3

Books Issue & Returns

4

News Paper Entries

5

Dues Collection

6

OPAC

7

Books Barcode Print

8

Books Spine Labels Print

9

Stock Checking

10

View the Reports

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

B. Any 3 of the above

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

#### 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)

**6.059 lakhs**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

**880**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The institution has over 452 Personal Computers installed with various operating systems in the CAD lab of Civil and Mechanical Departments, Mechatronics Lab, Micro Processor Lab, Power system simulation Lab, Micro Controller Lab, Big Data Lab., Computing lab of Science & Humanities and Department of

Computer Science, etc.

All the PCs have advanced configurations and all advanced software that would cater to the needs of the students and the norms of Anna University.

Class rooms and seminar halls are equipped with Projectors and screen are also available for all the departments.

Wi-Fi hotspots with extenders are provided to cover the wireless range throughout the college. Internet connection is given to all the computers and all the necessary devices for the connectivity are being installed.

The IT & related needs of the campus such as Hardware & Networking, Software Development, Website designing & hosting, Email solutions, SMS solutions, etc. are taken care of by a separate team with in-house staff.

The entire campus is Wi-Fi enabled with an internet connectivity speed of 50 Mbps provided by AT Broadband.

Wi-Fi Access Points were installed in the following locations. Depending on the requirement these Wi-Fi access points are constantly updated at cyclic intervals.

Each department has a separate Computer Centre. To impart advanced language skills such as Listening, Speaking, Reading and Writing that plays an important role in their attitude round of placement we have installed Learn to speak English Deluxe in the language lab.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers****452**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution****A. ? 50MBPS**

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)****32.921akhs**

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

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 maintenance of the infrastructure is also being given much importance and there are quite a lot of personnel given the responsibility of maintaining all means of infrastructure with**

regard to buildings, furniture, transport and generator operation in case of power failure or power shut down. Complaint registers are regularly checked in for maintenance for various services like electrical, plumbing, housekeeping etc.

At the end of every semester after the university laboratory exams are over a regular and a thorough check up of all equipments is carried out. If the repair that has to be done is a minor one, it is being done by the lab instructors themselves or if needed the faculty member would also assist in doing it. If the repair to be done is a major one it is being outsourced as per the norms and procedures followed by the institute.

Also the measuring instruments are calibrated regularly to validate their performance.

#### Utilisation and maintenance of Computer Laboratories:

A cyclic maintenance depending on the need for the cleanliness to be maintained is done regularly by cleaning the lab spaces, library, toilets, floors, hostels etc. with frequency verification done on a daily, weekly, monthly or yearly basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil



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	
891	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
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	
595	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
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	A. All of the above

<b>hygiene) ICT/computing skills</b>	
File Description	Documents
Link to Institutional website	<a href="https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C5/5.1.3.1%20-%20Capability%20Enhancement%20Skills.pdf">https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C5/5.1.3.1%20-%20Capability%20Enhancement%20Skills.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>538</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>538</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>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</b>	<b>B. Any 3 of the above</b>

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

57

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

2

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

**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.**

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

**Stella Mary's college of Engineering gives importance to extra circular and co-curricular activities also, for the all-round**

development of the students. We train our students to excel in technical skills, updating knowledge and personality. An association is formed in all the branches for this purpose and has a president, secretary, treasurer and office bearers. The association actively organize seminars symposiums, competitions, conferences and workshops. Our students involve themselves in commemorating all important events like Independence Day, Republic day, Teachers day, National sports day. College day and sports day are celebrated enthusiastically. Apart from this the college also offers club activities which includes English literary club, Youth red cross, NSS.

File Description	Documents
Paste link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.3.2-%20Student%20Council%20Activities.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C5/5.3.2-%20Student%20Council%20Activities.pdf</a>
Upload any additional information	No File Uploaded

### 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

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

An Alumni association is an association of graduates or more broadly, former students. These associations often organize social events, publish newsletters or magazine. Many provide a variety of benefits and services that help alumni maintain connections to their educational institution and fellow graduates. Today alumni associations involve graduates of all age groups and demographics.

**Objectives:** ? To keep a roster of all alumni of College and their pertinent data. ? Maintaining the updated and current information of all alumni ? To encourage, foster and promote close relations among the alumni themselves. ? To promote a sustained sense of belonging to the alma mater its graduates, faculties and students to the Alumni. ? To guide and assist alumni who have recently completed their courses of study. ? To keep them engaged in productive pursuits useful to the society ? To provide a forum for the alumni for exchange of ideas on academic cultural & social issues of the day by organizing & coordinating reunion activities of the alumni

**Activities** ? Platform for meeting and exchange of ideas among the alumni. ? Assist students for career guidance program. ? Technical seminars by alumni in reputed organization ? Keep alumni posted through the website. ? Getting feedback for constant improvisation.

File Description	Documents
Paste link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C5/5.4.1%20-%20Alumni.pdf">https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C5/5.4.1%20-%20Alumni.pdf</a>
Upload any additional information	No File Uploaded

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## **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

To emerge as a premiere institution, acknowledged as a centre for excellence imparting technical education, creating technocrats who can address the needs of the society through exploration and experimentation and uplift mankind.

### Mission

To provide an education that transforms students, through rigorous course-work and by providing an understanding of the needs of the society and the industry.

Recognized by All India Council for Technical Education, the institution is approved by the Government of Tamil Nadu and affiliated to Anna University, Chennai. The Governance of the institution accords strictly with the Vision and Mission. The Governing Council includes the Chairman of the institution, the Vice Chairman, the Chief Executive Officer, the Director and the Principal.

The staff council of the college is headed by the Principal, with all the HoDs as members who would ensure the appropriate implementation of the directions given in accordance with the decision made by the Governing Council.

The Principal, who is the academic head of the institution, is given enough freedom by the Management to function in order to reach the vision and mission of the institution. HoDs are entrusted with department level authority.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The institution follows the methodology of a decentralized governing structure. Each department head has been granted with the power to decide over the activities and delegate the assignments to the staff members. The responsibilities of

finalising the timetable and subject allocation, purchase and maintenance of equipment and consumables, arranging guest lectures, workshops, conferences, symposia, putting forth necessary recommendations for industrial visits, in-plant trainings, internships and MoUs are taken up the department. A culture of participative management is being practiced effectively. A practice of decentralisation of the academic activities is followed in which the final decisions are taken, based on the conclusions from the discussions made in the class committee meetings, department meetings, mentor meetings and Heads' meetings with Principal. The Principal takes up the role of coordinating the departments, administration and the management.

At every academic year's end, the Academic Calendar for the next academic year is prepared. The Principal plans the Academic Calendar in a meeting convened with the Heads of the various departments in which the Director, CR department, Librarian and the Director of Physical education will also be a part. The planning will be based on the academic schedule received from Anna University, Chennai.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The institute has a strategic plan for a period of five years starting from the academic year 2015-2020 which includes getting permanent affiliation for all UG & PG programmes by 2015-2016, introduction of College ERP by 2017, improving the teaching-learning process, strengthening the campus facility and support systems, instating the R&D cell and center for innovation by 2018, getting NAAC accreditation by 2019, getting NBA accreditation by 2023 for all departments, providing Personality development programmes for the students and enhancing the industry institute collaborations and R&D activities.

One of the strategic plans in the academic year 2017-2018 was initiated by the IQAC of the institution is to provide



personality development for the students. The Personality Development Program (PDP) for the students was conducted through the placement cell. The PDP is being conducted for all the students every year from then on, from the first year to the final year. Professional trainers visit the campus to train the students of all the departments, semester wise. A batch-wise splitting is done based on the training session to be handled and various sessions on topics.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C6/C6-Hidden-Link-File1.pdf">https://stellamaryscoe.edu.in/NAAC/AOAR-2021-2022/C6/C6-Hidden-Link-File1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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.

The Governing Council at Stella Mary's College of Engineering comprises of a very dignified group which is totally committed in monitoring the continuous development and growth of the Institution. The governing council includes the Chairman, Vice-Chairman, CEO, Director and Principal. The Governing Council takes up the key responsibility of monitoring the effective implementation of every activity associated with the institutional strategic plan. All bodies in the institution including the management, the department heads, the faculty, the non-teaching staff and the students work as a team to to strengthen the culture of excellence.

The Principal governs the academic and administrative departments of the college. The administration of the academic and non-academic activities is carried out by the various Cells and Committees formed and authorized by the governing council. The Governing Council meets twice a year and interacts with the faculty, students and the Corporate Relations team to identify the lapses and the areas where improvement is required to raise the quality of knowledge delivery at Stella Mary's college of Engineering with the support of the faculty members and administrators in the Institution.

File Description	Documents
Paste link for additional information	<b>Nil</b>
Link to Organogram of the institution webpage	<a href="https://www.stellamaryscoe.edu.in/organisation-chart.php">https://www.stellamaryscoe.edu.in/organisation-chart.php</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<b>No File Uploaded</b>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

### Welfare measures for teaching staff

Our management is very much considerate towards its faculty and never fails to take some welfare measures for the teaching staff members.

- Provident Fund
- Free transport facilities
- Medical leave
- Maternity leave
- Waiver of fees for children of the institution's staff
- Supporting for the education of the children of the teachers in the institution's group
- Marriage gifts with the sanction of one week leave
- Gifts and mementoes during Teachers' Day celebrations

- Sponsorship for attending conferences, workshops and FDPs
- Incentives for publication of papers / research articles
- Cash awards for achieving academic excellence / 100% pass
- Special Study Leave (SSL) to pursue higher education.

#### Welfare schemes for non-teaching staff

- Support for their children in education
- Marriage gifts for wedding along with one week leave
- Relaxation-medical leave / maternity leave
- Free transport facilities
- SSL for higher studies
- Incentive for attending orientation programmes, workshops and conferences
- Incentive for dress materials for non-teaching staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

12

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

#### 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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

35

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**The Stella Mary's Management evaluates the performance of the**

faculty based on their teaching, research, contribution in teamwork, participation in co-curricular/extracurricular activities and publication works. Outstanding staff members are awarded and appreciated

Our Appraisal system considers the following factors in the appraisal programme for our Teaching Staff

- Participation in Conferences, Workshops, Faculty Development Programs and others to enhance their skill and potential.
- Research activities.
- University Examination Results.
- Publication works in the Scopus indexed/impact factor/e - journals & conference proceedings.
- Publication of chapters in books and publication of books
- Carrying out sponsored projects
- Feedback from HoD and Feedback from students
- Rewards for outstanding achievements in their higher education, while working with Stella Mary's
- Community services through the institution and outside the institution

Our Appraisal system considers the following factors in the appraisal programme for our Non-Teaching Staff

- Active participation in skill up gradation through Orientation Programmes, Refresher Course, Short Term Courses and Faculty Development Programmes
- Feedback from the concerned department head, teaching staff and Principal

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

The management trust office (NOVA Educational Trust) deposes

officials for performing the internal audit and the reports which are usually obtained before the closure of accounts will be obtained before external audit. The statutory auditors will conduct the audit on the 30th of June of every year.

The necessary action will be taken to regularize the accounts and the documentary evidences will be collected for the credit balance, compliances of T.D.S. and Statutory Formalities and Reconciliation of Unit wise balances with the Control Accounts and Bank Reconciliations. The copy of internal audit report covering all matters relating to the managing of accounts is preserved.

The final audit report prepared by the auditors after the external statutory audit is submitted to the college financial management. The consolidation of the findings of the institution and the annual return will be submitted to the relevant authorities like Income tax authorities, Registrar of Societies, Tamil Nadu and to the other related authorities concerned etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### **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)**

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

Our institution runs under NOVA Educational Trust where the students are offered with Institutional scholarship. We follow the norms followed by Tamil Nadu Government of higher educational. Since AICTE approval, 65% seats are filled up by students through Anna University Counseling (TNEA) and the remaining 35% are occupied through the Consortium of Self Financing Professional, Arts and Science Colleges in Tamil Nadu.

- We do not hold any debt and we run our institution in a financially secure track through the NOVA educational trust accelerators.
- Extra-curricular activities are also focused in our institution. Optimal Utilization
- NOVA educational trust has signed and kept up 'MoU's with few industrial sectors and rewards are given through 'NOVA' educational trust for best projects. Faculties in our institution are exposed to conferences, workshop and Faculty Development Programmes (FDPs), where the teaching level of our faculty is upgraded.
- To ensure a sufficient care is taken to maintain cleanliness in the campus and the allotted fund for this is judiciously utilized.

The institute makes use of the policy of bio waste management effectively as it provides income

File Description	Documents
Paste link for additional information	<a href="https://www.stellamaryscoe.edu.in/management.php">https://www.stellamaryscoe.edu.in/management.php</a>
Upload any additional information	No File Uploaded

### 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

Outcome Based Education is a quality initiative whose key criterion is the attainment of Course Outcomes. The attainment of the course outcomes for a particular course is assessed based on two tools namely

1. Direct assessment
2. Indirect assessment

The direct assessment is based on the internal assessment exams and the model exams and the indirect assessment is based on the course end survey made. A weightage of 80:20 is given ( direct : indirect).For direct assessment we have fixed 50% of weightage to be given to all the internal assessment exams consider altogether.35% of weightage is given to model exam and 15% of weightage is given to assignments. Finally the average of the attainment value is calculated and is made up for 80 %.

The indirect assessment is made for the entire class through feedback forms issued to students and the feedback is consolidated under three criteria as strong, medium and low which carries a score 3, 2 and 1 respectively. Finally the average of the attainment value is calculated and is made up for 20 %.

To get the overall attainment both the values rounded to 80:20 ratio are added.

File Description	Documents
Paste link for additional information	<a href="https://www.stellamaryscoe.edu.in/iqac.php">https://www.stellamaryscoe.edu.in/iqac.php</a>
Upload any additional information	No File Uploaded

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 teaching learning process is continuously scrutinized for implementation of quality initiatives in the system and improvisation in its outcome. For specific courses the students are given opportunities to attend guest lecturers from industrial experts who would expose the industry requirement to the students and equip them with necessary skills for placement.
- Post-accreditation IQAC will be reconstituted as per the NAAC guidelines. However, the institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals



through its Staff Council, Internal Assessment Committee of each department, and Centre for innovation team, etc. The Staff Council reviews the results and plans activities for the academic growth of the institution at large (Principal and HoDs).

The various other quality initiatives for improving the teaching-learning process taken are

- Organization of seminars, workshops and training for students.
- Conduct of value-added courses for students.
- Use of ICT in teaching and learning encouraged.
- Feedback from students, alumni and parents on curriculum has been formally taken and the data analyzed.
- Availability/ Posting of feedback forms on the college website.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C6/C6-Hidden-Link-File2.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C6/C6-Hidden-Link-File2.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

##### Gender Sensitivity

Stella Mary's College of Engineering is empowering the students at various levels of learning to bring success in personal and academic activities and provides a safe and secure environment for both the genders. Every year the action plan will be prepared with the aim of providing a good enrichment in the activities of both the genders.

##### Safety and Security:

The institution provides safety and security to all the Students and Faculty. Steps taken for safety are

##### CCTV Cameras:

CCTV cameras are installed at various points in the college

##### Anti-Ragging Committee:

To prevent in disciplinary activities among the students' anti-ragging committee is formed.

##### Internal Compliance Committee (Women Empowerment Cell).

To address any issues regarding the safety of girls and lady

staff, we have a women empowerment cell.

**Awareness program:**

Awareness programmes are conducted by the Women empowerment cell to impart awareness to them in all aspects of sexual harassment and threats that prevail in the society against them.

**First -Aid Kit:**

First-Aid kit is available in every department

**Counseling:**

Each department has a counseling system/mentoring system

**Common room :**

To facilitate our female students, the Campus has established a spacious and comfortable common room.

File Description	Documents
Annual gender sensitization action plan	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Gender-Sensitization.pdf">Kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Gender-Sensitization.pdf</a>
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	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Safety-and-Security.pdf">Kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Safety-and-Security.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Stella Mary's College of engineering makes effort to maintain an eco friendly environment. With making a pollution free environment in all aspects, reduce, recycling and reuse is done for the different types of waste like solid, liquid and electronic wastes in the campus. With this intention, we are maintaining

- Solid waste management

Separate dustbins are located in our campus to collect degradable and non-degradable waste. Plastic usage is strictly prohibited in the campus. The degradable waste is sent to the private agencies for recycling. Food Waste is converted into biogas and used for cooking.

- Liquid waste management

The Institution is carefully planning to reuse the liquid waste in the college. Waste water is directed to plantation. The waste water from RO plant is stored and used for toilet.

- Biomedical waste management

No biomedical waste in our campus

- E-waste management.

In our college, there is a basic procedure of e-waste administration. The damaged computers are disposed through outside agencies.

Some of the e-waste materials like Electronic component boards are used for learning purpose for the students.

- Waste recycling system

The waste water from RO plant is stored and used for Plantation and toilet

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

**A. Any 4 or All of the above**

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

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

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

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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).

Stella Mary's College of Engineering takes efforts in providing inclusive environment both for the students and faculty. Tolerance and harmony are taught in the minds of the students with multiple initiatives.

The ethical role of every student towards society is spreaded and revealed through the following events. This helps the student members to better understand about the neighbourhood needs. The students were motivated to analyze various societal problems and to come out with mini projects with new technological innovations to resolve the problems

Various clubs in the campus conduct programs creating interaction among the students. Cultural programs organized during special events are of diverse nature- classical, folk, drama in different languages depicting the different cultures of the nation . All Regional and National festivals are celebrated so that the students will come to know about various cultures and linguistic diversity of our nation. NSS volunteers visit the neighbourhood community, helping them for various activities like health and awareness camps etc. as an engagement with different communities. Effort is also taken care of with appropriate opportunities to both the gender of students and faculty. Value Education, offered for students, inculcates a set of values related to societal, religious and cultural ethics

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

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

Stella Mary's College of Engineering organizes number of programs to sensitize both the students and faculty to the constitutional obligations of every citizen. The NSS and YRC units of the institution organized program related to COVID 19 pandemic. The management along with NSS unit and public health centre, Ganapathipuram conducted covid vaccination camp to all staff, students & public. Departments also conducted a Rally on No Tobacco Day, Road Safety Awareness Program, & Anti-Drug Awareness to create awareness.

Through Ensavclub, students went to nearby houses and created awareness about saving one unit per day & awareness was created. Through Entrepreneurship Development Cell various programs conducted regarding career opportunities for students. Students have been motivated by EDC to identify various societal problems and to find innovative solutions to overcome the problem through various awareness programs. Awareness programs corresponding to ethical and human values and rights of the citizens to students. As an initiative of green environment, we encouraged students to plant trees in the campus and their by motivated them to do the same in nearby areas and also make a memorandum of understanding for planting & maintain fruit saplings in the college premises between Prasiddhi forest foundation & Stella Mary's college of Engineering.



File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Students-Responsible-Into-Citizens.pdf">kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Students-Responsible-Into-Citizens.pdf</a>
Any other relevant information	<a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/STUDENTS%20RESPONSIBLE%20INTO%20CITIZENS-EVENT-PHOTOS.pdf">Kindly refer this link for details: https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/STUDENTS%20RESPONSIBLE%20INTO%20CITIZENS-EVENT-PHOTOS.pdf</a>

**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 students, teachers, administrators and other staff**

**4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- Independence Day:** In our college every year we celebrate Independence Day by hoisting national flag in campus thereby enabling the students to remember the sacrifices done by our great leaders.

- **Republic Day:** We celebrate this day as a festival every year in our college campus by hoisting national flag and followed by our National Anthem sung by a team of students.
- **National Science Day:**

National Science Day is celebrated in India on 28 February of each year to mark the discovery of the Raman effect by Indian physicist Sir C. V. Raman on 28 February 1928. In our College we celebrated national science day by conducting Science EXPO 2022.

- **National Pollution control Day:**

National Pollution Prevention Day is observed on 2nd December in India. This day is observed in the memory of people who lost their lives in Bhopal gas calamity.

- **Onam:** . In our college every year we celebrate Onam by conducting various games for students and serving tasty 'Onasadhya'.

**Christmas Day:** In our college every year we celebrate Christmas by forming choir, setting up cribs and placing a wonderful Christmas tree.

.Stella Mary's College of Engineering takes self-importance in organizing all the important national events.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

## BEST PRACTICE -I

### TEACHING LEARNING PROCESS

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

- Teaching through power point presentations, videos, etc
- Assignments and notes provided to Students through LMS(Learning Management Systems)
- Question banks are uploaded through google class room
- feedback are collected
- College implemented ERP for attendance monitoring, Course materials, Co, Po mapping etc
- Institution Innovation Council was conducting program as per Ministry of Education (IIC)
- absentees are monitored and intimate to the parents

#### . Evidence of success

- Students are highly attentive in class
- Performance of students are improved
- Students are participated and won Prizes conducted Events by other colleges

## BEST PRACTICE -II

### CENTER FOR INNOVATION

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

- Displaying list of mini projects

- Selecting the students based on the interest show towards the projects
- Encourage real time innovative projects
- Organized workshops and seminars for better understanding
- Encourage implant training and NPTEL courses
- Placement guidelines are given through experts
- Certificate courses are conducted through MoU with startups

#### Evidence and Success:

- Preparation for the Smart India Hackathon 2022
- Students presents papers in journals

File Description	Documents
Best practices in the Institutional website	<a href="https://www.stellamaryscoe.edu.in/igac.php">https://www.stellamaryscoe.edu.in/igac.php</a>
Any other relevant information	kindly refer this link for details: <a href="https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Best-Practices-Course-File&amp;Certificate.pdf">https://stellamaryscoe.edu.in/NAAC/AQAR-2021-2022/C7/Best-Practices-Course-File&amp;Certificate.pdf</a>

### 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

#### Institutional Distinctiveness

##### Vision:

To emerge as a premiere institution, acknowledged as a center for excellence imparting technical education, creating technocrats who can address the needs of the society through exploration and experimentation and uplift mankind.

##### Mission:

To provide an education that transforms students, through rigorous course-work and by providing an understanding of the needs of the society and the industry.

Stella Mary's college of Engineering provides abroad job opportunities to the candidates who deserve the offer. Our college gives more importance to enhance the skills of the students to face the global challenges, The institution provides

- Communication training programs
- Campus training programs
- Training on soft skills

It is our institute's distinctiveness in bringing recruiters from reputed companies from India and abroad. We had MoU with S'Hail Metals and Rassas Battery Recycling factory for requirement. Abroad placement has been a source of motivating students who aim to get placed and the expenditure for their travel and visa is also borne by the institution. Abroad placement is a pride for the institution and a spotlight for progress towards the goal to be achieved by every student who does justice in making the best use of the study environment provided by us.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. To focus more on Research and Development Activities 2. To go for NBA accreditation for the Departments of EEE, Civil and ECE3. Collaboration with nearby institutions with respect to research work 4. Work on creating more ICT facilities 5. To show improvement in student progression report 6. To conduct state and national level seminars and conferences