SSM

Institute of Engineering and Technology

Dindigul

HAND BOOK 2019-2020

Name ....

Branch & Year .... Section: ....

Roll No.: ....Register No.: ....

Address:..

....

....

Dindigul-Palani Highway, Dindigul- 624 002.

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VISION & MISSION

VISION

> "To provide world class technical education to all students aspiring for engineering profession and to occupy one among the top ten technical institutions in the country by 2020."

MISSION

> "To nurture the students with creativity, research orientation and finest qualities in order to excel in the corporate world and business both in national and global arena."

Goals Cherished at SSMIET

1. Uncompromising punctuality and sincerity
2. Excellence in educational quality
3. Suitable placement or higher education or entrepreneurship
4. Research and development activities
5. Good communication skills
6. Professional ethics and moral values
7. Being smart and energetic
8. Leadership qualities
9. Sense of belongingness to the society and country
10. Respect for fellow human beings and nature

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VALUE ADDED COURSES

- Business English Certificate Course (BEC).
- Robotics Training
- MATLAB & its applications
- Microsoft Certification in association with Purple Leap, Bangalore
- Pro E (Design Engineering Software) course
- GATE coaching
- CNC training
- Two wheeler and four wheeler maintenance
- ANSYS, CFD training
- Refrigeration & Air-conditioning

ADDITIONAL FACILITIES

- Mineral water plant
- Air conditioned seminar halls
- Canteen cum stationery store
- ATM
- Dispensary
- Training & Placement cell
- Auditorium

PROFESSIONAL MEMBERSHIPS / CLUBS

- ISTE Chapter, ISTE Students Chapter
- CSI Chapter
- IETE Students Chapter
- SAE-Society of Automotive Engineers
- Entrepreneurship Development Cell
- WEC - Women's Empowerment Cell
- Industry Institute Interface Cell
- Automobile   – **IAM** – Immortal Auto Mobilians
- Civil   – **BOYCE** - Begetters Of Ybidis Civil Engineeria
- ECE   – **ICON** – Innovative Contributors
- EEE   – **ELITE** – Electrifying learners &Inspiring Talents in Engineering
- CSE   –**INVENIO**
- Mechanical   – **THEME** - Technically Harvested Emperors of Mechanical Engineering
- CSC - Community Service Club
- NSS – National Service Scheme
- YRC – Youth Red Cross
- Music Club
- Young Innovators Club
- Tamil Mandram
- Humane League

Department of Computer Science and Engineering

1.	Dr. V. Shunmughavel, M.E., Ph.D., MISTE.,	Professor & Head
2.	Dr. V. Eswaramoorthy, B.Tech., M.Tech., Ph.D.,	Asso. Professor
3.	Mr. M. Arockia Irudayaraja, M.E., MISTE.,	Asso. Professor
4.	Mrs. M. Kalaivani, M.E., MISTE.,	Asst. Professor
5.	Mrs. A.Glory Sujitha, M.E.,MISTE.,(Ph.D.),	Asst. Professor
6.	Mrs. V. Nivedhitha, M.E., MISTE., (Ph.D.),	Asst. Professor
7.	Mr. A. Amaladeepan, M.E., MISTE., (Ph.D.),	Asst. Professor
8.	Mrs. S. Deepika, M.E., MISTE.,	Asst. Professor
9.	Mr. S. Suresh Kumar, M.E.,	Asst. Professor
10.	Mrs. S. Bharathi, M.E., (Ph.D.),	Asst. Professor
11.	Mrs. M. Kiruthika, M.E.,	Asst. Professor
12.	Ms. N. Padmapriya, M.E.,	Asst. Professor
13.	Mrs. G. Manjari, M.E.,	Asst. Professor

Department of Electronics and Communication Engineering

1.	Dr.S.Karthigai Lakshmi, M.E., Ph.D.,	Professor and Head
2.	Dr.G.Mohanbabu, M.E., Ph.D.,	Asso. Professor
3.	Dr.C.Sujatha, M.E., Ph.D.,	Asso. Professor
4.	Dr. K.Vinothkumar, M.E., Ph.D.,	Asso. Professor
5.	Mr.S.Dhamodharan, M.E., (Ph.D.),	Asst. Professor
6.	Mr.V.P.Jay Fantin, M.E., (Ph.D.),	Asst. Professor
7.	Mr.R.Carol Praveen, M.E., (Ph.D.),	Asst. Professor
8.	Mr.M.Manikandan, M.E., (Ph.D.),	Asst. Professor
9.	Mr.K.S.Arun Kumar, B.Tech., M.Tech.,	Asst. Professor
10.	Mr.S.Jayakumar,M.E., MISTE., (Ph.D.),	Asst. Professor
11.	Mr.M.Prem Kumar, M.E., (Ph.D.),	Asst. Professor
12.	Mrs. A.Mercy, M.E.,	Asst. Professor
13.	Mrs. M. Krithika alias Anbudevi, M.E.,	Asst. Professor
14.	Mr.V.Jeevanantham, M.E.,(Ph.D.),	Asst. Professor
15.	Mr.K.Rajesh, M.E.,	Asst. Professor
16.	Mr.S.R.Ashok Kumar, M.E., (Ph.D.),	Asst. Professor
17.	Mrs.M.Jeyalakshmi, M.E., (Ph.D.),	Asst. Professor
18.	Ms.T.Leela Priyadharsini, M.E.,	Asst. Professor
19.	Mrs.A.Geetha, M.E.,	Asst. Professor
20.	Mrs.G.Saranya, M.E.,	Asst. Professor
21.	Mr.J.Vetri Mani Kumar, M.E.,	Asst. Professor
22.	Mr.V.P.Gokulan, M.E.,	Asst. Professor
23.	Mr.S.Karthik, M.E.,	Asst. Professor
24.	Mr.R.Senthil Kumar, M.E.,	Asst. Professor
25.	Mrs. A. Parameswari, M.E.,	Asst. Professor

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Department of English

1. Mr. J. Srinivasan, M.A., M.Phil., MISTE.,	Asso. Professor & Head
2. Dr. L. Ronald David, M.A., M.Phil., Ph.D., MISTE.,	Asso. Professor
3. Mrs. P. Vasantra Devi, M.A.,M.Phil., MISTE.,	Asst. Professor
4. Mrs. V.Sumithra, M.A., M.Phil., MISTE.,	Asst. Professor
5. Mrs. J. John Prateeba, M.A., M.Phil.,	Asst. Professor
6. Mrs. P. Kothai Natchiar, M.A., M.Phil.,	Asst. Professor

Department of Mathematics

1. Dr.M. Rameswari, M.Sc., M.Phil., Ph.D.,SET.,	Asso.Professor & Head
2. Dr. K. Renganathan, M.Sc., M.Phil., Ph.D.,	Asst. Professor
3. Mr.R. Satheesh Babu, M.Sc.,M.Phil.,PGDCA.,	Asst. Professor
4. Mrs.S.Kavitha, M.Sc., M.Phil.,SET., (Ph.D.),	Asst. Professor
5. Mrs.S. Sudha,M.Sc., M.Phil., B.Ed., DCA.,SET., (Ph.D)	Asst. Professor
6. Mr.M.Christopher, M.Sc., M.Phil., B.Ed.,	Asst. Professor
7. Mrs.R. Janani, M.Sc., M.Phil., CSIR.,(Ph.D.),	Asst. Professor
8. Mr.R.Saravanan,M.Sc., M.Phil.,	Asst. Professor
9. Ms. R.VithyaDevi, M.Sc., M.Phil., B.Ed.,(Ph.D.),	Asst. Professor
10. Mrs. S.Hemalatha, M.Sc., M.Phil., B.Ed.,(Ph.D.),	Asst. Professor

Department of Physics

1. Mr. R. Senthamil Selvan, M.Sc.,M.Phil.,(Ph.D.),	Asst. Professor & Head
2. Dr. G. Shanmugam, M.Sc.,M.Phil.,Ph.D.,	Asso. Professor
3. Dr. J. Abraham Hudson Mark, M.Sc.,B.Ed.,M.Phil.,Ph.D.,	Asst. Professor
4. Dr. Sri NithyaNareshananda,M.Sc.,B.Ed.,Ph.D.,	Asst. Professor
5. Mrs. S.Vasuki Jaganathan, M.Sc.,M.Phil.,(Ph.D.),	Asst. Professor
6. Mrs. S.Nithya, M.Sc.,M.Phil.,	Asst. Professor

Department of Library

1. Dr. K. Sudha, M.Com., M.L.I.Sc.,M.Phil., Ph.D.,	Librarian

Department of Physical Education

1. Mr. S.Jeyakumar, M.A., M.PEd.,	Physical Director

Department of Placement and Training

1. Mr.Sangiah, B.E.,	Placement Trainer

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Department of English
1. Mr. V. Visva Rathinam, B.A.,   Technical Assistant

Department of Physics

1. Mr. M. Antonydass, I.T.I.,   Technical Assistant

Department of Library

1. Ms. M. Amutha, D.T.Ed., M.A., M.L.I.Sc.,   Assistant Librarian
2. Mr. M. Karuppusamy, B.Sc., B.Ed.   Library Assistant

Network and Server Maintenance

1. Mr. D. Rex, D.E.C.E., B.E.,   System Administrator
2. Mr. M. Senthil Kumar, D.E.C.E.,   System Administrator

Exam Cell

1. Mrs. A. W. Sophia, M.A.,   Assistant

STAFF – OFFICE

1. Mr. P. Ramasamy, B.Sc.,   Administrative Officer
2. Mr. P. Loganathan, M.Com.,   Assistant
3. Ms. K. Vinotha, MBA,   Assistant
4. Mrs. C. Banu, B.Com., D.Co-op.,   Assistant
5. Mrs. R. Illavarasi, (B.A.)   Attender
6. Mrs. R. Priya, B.Sc., B.Ed.,   Store Keeper

House Keeping

1. Mr. V. Vijayan   Campus Maintenance Supervisor

Hostel

1. Principal   Chief Warden
2. Mrs. M. Angaleeswari.,   Deputy Warden

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e. Not to use harsh words to any faculty or staff both in the institute and hostel.

f. Not to quarrel with anyone even outside the campus, when they travel in the college bus.

g. Not to differentiate the fellow students by status, caste or creed.

h. Not to deviate from any instruction given by the faculty on academic matters.

i. Not to remain in the hostel when the sessions are on.

j. Not to leave the class / hostel without prior permission from the authority concerned.

RAGGING – ACT

Ragging in any form, at any place or time is a cognizable offence that will attract severe punishment including getting summarily expelled from the college / university.

Extract of Tamil Nadu Govt. Gazette- Extra ordinary Dt. 29-1-97 (Bill No. 8 of 1997 Tamil Nadu Prohibition of Ragging Act):

1. In this act, unless the context otherwise requires, "Ragging" means display of noisy, disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes

   - teasing, abusing or playing practical jokes on or causing hurt to such student; or

   - asking the student to do any act or perform something which such student will not, in the ordinary course, willingly act or perform.

2. Ragging within or outside any educational institution is prohibited.

3. Whoever directly or indirectly commits, participates, abets or propagates "Ragging" inside or outside any educational institution shall be punished with imprisonment for a term which may extend to **two years** and shall also be liable to a fine which may extend to **ten thousand rupees**.

4. Any student convicted of an offence under section 4, shall also be dismissed from the educational institution and such student shall not be admitted in any other educational institution.

5. Without prejudice to the foregoing provisions, whenever any student complains of ragging to the head of an educational institution or to any other person responsible for the management of the educational institution, the person concerned shall inquire into the same immediately and if found true, shall suspend the student, who has committed the offence, from the educational institution.
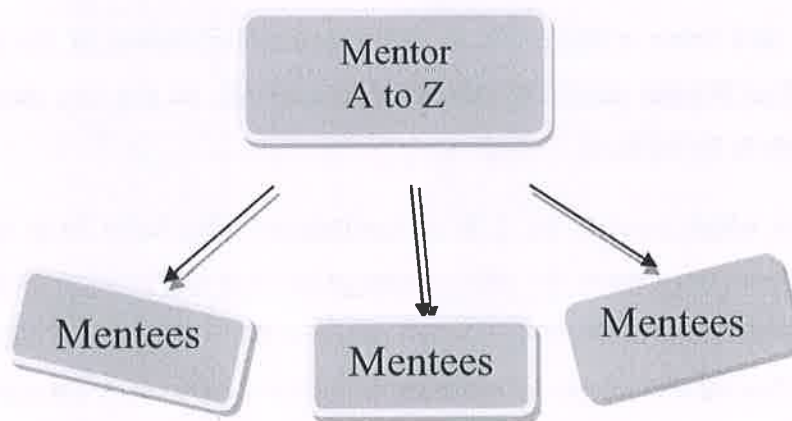
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10. Not to wear short tops/leggings/tight pants, thin flimsy dresses in the case of girls.

11. Not to wear flashy dresses/ fancy jewellery or leave the hair loose but come with neatly plaited (braided) hair in the case of girls.

12. To wear black polished leather shoes with black socks on all days in the case of boys and on lab days in the case of girls for safety reasons. On other days girls may wear black leather cut shoes with black socks.

13. To adhere to the dress code throughout the day till they leave the college.

14. To wear lab coats for all lab sessions.

15. Not to deviate from the dress code during any programmes conducted by the college/department.

MENTORING –SYSTEM AND ITS IMPORTANCE

Mentoring system followed at SSMIET enables close monitoring of the progress of the students. Every 20 students will be allotted to a particular faculty member during a semester.

He/ She will counsel the wards every week. Detailed background information about the students will be available with the mentors and regular updates about the individual students ensure close monitoring of the progress made during a particular semester. Students' innate talents are identified and their participation in co-curricular and extracurricular activities are encouraged and monitored. Students' progress in academics is periodically reported to the parents. The collaboration of the parents and the faculty members will lead to the effective implementation of the mentoring system. Close monitoring will strengthen the students in many aspects to gain competitiveness, competency, maturity, goal settings, clarity of thoughts and positive attitude.

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                    ┌──────────────┐
                    │    Mentor    │
                    │    A to Z    │
                    └──────────────┘
              ↙            ↓            ↘
   ┌──────────┐     ┌──────────┐     ┌──────────┐
   │  Mentees │     │  Mentees │     │  Mentees │
   └──────────┘     └──────────┘     └──────────┘
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Interactions for

1. Academic
2. Personal   } Better grooming
3. Career
4. Family

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10. Students must avoid taking long leave. However, such leave at extraordinary situations may be availed with prior permission and valid proof, at least a week before from HoD/ Principal.

11. Students who fail to report on the re-opening day after long holidays (after more than 3 holidays) should pay a fine of **Rs.200/-**. Leaving message through any source or representations by Parent or Guardian will not be accepted.

12. Leave letters must be submitted to the mentor concerned.

13. Students are permitted to avail **On Duty leave** as per the requirement, but only with prior permission from HoD and Principal.

14. Bridging of holidays is not permitted.

EXAMINATION RULES

1. Students are expected to be thorough with the University exam rules and regulations and follow them strictly. Information regarding the same is available in Anna University, Chennai website. (www.annauniv.edu)

2. There will be a series of two unit tests, three internal tests, and a model exam in a semester.

3. The duration of each unit test in 60 minutes/internal test is 90 minutes and model exam is 3 hours.

4. Students are expected to attend the unit tests/internal tests/model exam compulsorily.

5. Absenteeism for the unit tests/internal tests and model exam is not permitted and it will be dealt seriously.

6. Absenteeism with/without prior sanction of HoD/Principal will be treated as failure.

7. Failure in more than two subjects in any test will be considered as a severe lapse in academic performance. The Parents / Guardian of these students will be summoned to explain about the poor performance and a written commitment will be obtained, for improved performance in the successive test / examination.

8. Students must attend extra coaching classes if they fail in unit tests/internal tests and model exam.

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SCHOLARSHIP

Name of the Scholarship / Loan	Instituted by	Awarded to	Conditions if any
BC /MBC Scholarship	Director of Backward classes and Director of Most Backward classes, Chennai.	BC / MBC students.	Annual Income of parents not exceeding Rs.1,00,000 /- p.a.
Govt. of India post metric Scholarship	Director of Adi - Dravida and Tribal Welfare office, Chennai.	SC / ST Students.	Annual Income of parents not exceeding Rs.2,00,000/-p.a.
NSP Scholarship	The Commissioner, Minority Welfare Office, Chennai.	BCM, Christianity.	Annual Income of parents not exceeding Rs.2,50,000/-p.a.
AICTE Scholarship	AICTE, Delhi	All category of Girl Students only	Annual Income of parents not exceeding Rs.1,50,000/-p.a.
NHFDC Scholarship	Dept. of Disability affairs, Ministry of Social Justice & Empowerment, Govt. of India, Delhi.	All category of Physically Challenged Students	Annual Income of parents not exceeding Rs.1,50,000/-p.a.

Note: Students may approach the college office for further information

LIBRARY RULES

SSMIET takes pride in offering a fully Air-conditioned library with a collection of recent and relevant books in every subject by authors of national and international repute. A full range of service is provided in the Library, including reference, document delivery, scan and photocopy of materials, access to e-journals and browsing. To enhance the quality of learning and to reinforce research drive amongst the students, SSMIET subscribes outstanding printed and online journals. All copies are made available to both the teacher and the taught. Moreover, multifarious and multi-disciplinary titles are available for students to equip themselves with latest trends in technology and to ensure overall development of their personality. Competent teachers instill in the young minds the habit of reading all the dailies and magazines which transform the students into scholars.

Owing to the advent of technology and speed of process in the library system, all the functions are automated. Catalogue **(OPAC)** of the holdings is available for online access through web. For handling thousands of books and journals periodically, library automation has been evolved from the beginning.

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Issue and Return of Books:

1. A student is entitled to keep a book for 15 days from the date of issue. For staff members, the period of issue is three months.

2. Only one renewal can be done and books need to be physically presented for renewals.

3. Reference books, Periodicals and copies of University examination question papers will not be lent.

4. When books are issued, students should check the pages of the issued books and if pages are found missing, they should report the same to the Librarian before leaving the Counter. While returning the books, if the pages are found missing, then the last borrower of the book shall be held accountable for the missing pages and shall accordingly be fined.

5. The Librarian may recall any book at any time even if the normal period of loan has not expired.

6. Absence to the college will not be permitted as an excuse for delay in returning the books.

Overdue Charges:

1. For default of return of books on the due date, a fine of Rs.2/- per day/per book will be levied.

Loss of Books:

1. Loss of books should be reported to the Librarian immediately in writing and the member should either replace it with another good copy of same edition or pay twice the cost of the book in addition to overdue charges.

No Due Clearance:

1. Final year students must return the library books before the issue of Hall Tickets and get the 'No dues certificate' from the library. Rest of the students shall surrender all their books after the theory examinations.

2. 'No Dues certificate' must be obtained by a student, before he/she leaves the college.

SUGGESTION

Members may suggest in writing to the Librarian about the purchase of any textbooks or reference books, which may or may not be available in the library or the books for which the number of copies may not be sufficient.

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16. Students willing to attend the computer classes in the evening outside the college campus must get a letter from their parents stating that the college is not responsible for their ward's behavior and for whatever happens to them during that period. On such days, they have to make their own arrangement for their dinner, if they fail to turn up at the mess before 8.05 p.m.

17. For the purpose of laundry, only dhobis authorized by the college should be utilized.

18. Students should avoid wasting food, water and electricity.

19. Unauthorized electrical fittings and gadgets should not be used in the hostel rooms.

20. Students should refrain from antisocial and undesirable activities such as consumption of alcohol, tobacco, gambling, ragging etc.,

21. Students should not enter the hostel during working hours nor allow their day scholar friends inside their rooms. Students are instructed to adhere to the study timings, mess timings and telephone timings.

22. Attendance will be taken during the study hours. Any student found absent for three days continuously must bring their parents to ensure their stay in the hostel.

23. Students who do not pay hostel dues or are found guilty of misbehavior or bad conduct will be expelled from the hostel.

24. Prior permission of the Warden has to be obtained to go on any picnic or excursion. However, for any eventuality that may occur during picnic/excursion, the responsibility does not lie with the Institute/ Institute authorities.

25. Ragging in any form is a cognizable offence and severely punishable as per the Supreme Court directives leading to expulsion from the Hostel and disciplinary action may culminate in his/her expulsion from the Institute as well. The Institute administration may report incidents of ragging to the Police for taking appropriate action.

26. All diners shall interact with the mess staff in the dining hall in a courteous manner. After eating food, diners shall wash the cup & plate and leave the waste food in the designated bins.

27. Students are allowed to go home once every month. On return, they have to produce the permission slip with the check out and check in times along with their parent's signature.

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COMPUTER CENTER AND LANGUAGE LABORATORY

The computer center at SSMIET is well equipped with adequate number of latest systems. All the systems available in the campus are connected to internet through a dedicated broad band connection to ensure high speed internet connectivity. Students can browse all the information till 7.30 p.m. More than 22 system software packages and 50 application software packages are available for regular use in SSMIET campus.

The state of the art language laboratory is functioning with the guidance of language specialists to imbibe in students, the habit of self-learning. All the systems are of latest configuration with headphones and microphones for listening and practice.

Students are advised to practice conversational English in the campus. This effort would enable them to enter the corporate world at ease

- Develop a passion for English
- Be bold, confident and extrovert
- Encourage others also to talk in English
- Face the audience boldly, whenever opportunity arises for a presentation
- Follow role models and practice well
- Accept yourself as you are. Do not compare with others

SOFT SKILLS AND COMMUNICATION SKILLS

SSMIET would like to see that there is 100% placement with every batch and every year. In addition to the sound technical knowledge, the students need to have commendable communication skills. Communication is the process of transforming information from one entity to another; but communication skills are a set of important attributes that highlight one's personality. The Department of English has taken the responsibility to play the pivotal role in honing the communication skills of students. The Mission of the Dept. of English includes:

- To encourage and insist on the extensive use of English language.

- To adopt innovative, interactive and technology-driven teaching – learning process.

- To prepare and exploit the potential for placement.

- To arrange for personality development activities.

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Policy for students:

1. All the students, who want to avail the placement services, have to register with the Department of Placement and Training. Only registered candidates with complete details would be eligible to go through placement process.

2. Students should participate in all the training programmes organized on a regular basis by the Placement Department.

3. Students should realise the importance and relevance of English language and they should speak English in the campus.

4. Students are expected to prepare a resume and submit it to the Department of Placement and Training.

5. Any student, who approaches the company officials for revaluation of aptitude test, etc. or attempts any type of canvassing during the campus recruitment, will be disqualified from Training and Placement activities permanently.

6. Students can have the first job offer through the institute. It is the moral responsibility of the institute to provide job to all. "One Job to One Student" policy will apply to every candidate in this institute as we have to look after every student. However, a student who got the offer letter from Tier 2 or Tier 3 companies can take one more opportunity i.e. students can avail two offer letters.

7. Students are expected to follow basic decorum and values of SSMIET whenever they go out of the campus for selection process.

8. Students are expected to note that Placement service is a facility offered by the institution and it is the responsibility of the students to avail it. The decision regarding job offers is left to the discretion of the companies participating in the Campus recruitment. At the end of the academic year, if any student is not placed, the Department of Placement and Training will extend support to such students, only for off-campus recruitment drives.

9. Students those who are not interested in placement, should give an undertaking with reasons and Parent's signature.

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established Industry –Institute Interface Cell (3IC). The cell will be in continuous touch with the companies and actively get involved in strengthening the knowledge base of the students and healthy interaction with practicing professionals in companies.

The following initiatives / activities are practiced by SSMIET rigorously under Industry-Institute Interface Cell:

- Guest Lectures by experienced persons from Industry

- Organizing workshops / seminars periodically and invite the corporate people to deliver lectures and interact with the students.

- Industrial Visits

- Internship Programmes

- Pre-placement preparatory capsules

- Joint Faculty Development Programmes

- Panel Discussions

- CEO Interactions

- Live Projects and many more ...

SSMIET strongly believes that this focus would uplift the students in terms of practical exposure, professional maturity to understand companies and corporate world in a better way.

COMMUNITY ACTIVITIES

Community activities are encouraged in this campus. Service oriented community activities like Health Awareness Programmes, Yoga, Environmental Protection etc. provide opportunities for the students to improve their inter personal relationship to mingle with and serve the society. These activities endow the students with an opportunity for personality development and mould them as multidimensional personalities. As our campus is located in rural belt, to address the needs of the society, rural literacy program, cleanliness and hygiene and community services are undertaken by students through "**Humane League**" with the guidance of the faculty.

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