



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		S. C. M. S. SCHOOL OF ENGINEERING AND TECHNOLOGY
Name of the head of the Institution		Dr. Praveensal C J
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04842450330
Mobile no.		9446763487
Registered Email		sset@scmsgroup.org
Alternate Email		praveensal@scmsgroup.org
Address		SCMS School of Engineering and Technology Vidya Nagar, Palissery, Karukutty, Ernakulam - 683 582 Kerala
City/Town		Ernakulam
State/UT		Kerala



IQAC		
ISO periodic audit	11-Jul-2017 1	14
ISO periodic audit	28-Jul-2017 3	14
KTU academic audit	05-Dec-2017 1	8
IQAC Meeting	12-Feb-2018 1	12
IQAC Meeting	10-Nov-2017 1	14
IQAC Meeting	10-Aug-2017 1	13
KTU academic audit	22-Feb-2018 1	10
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	IEDC GRANT	KERALA STARTUP MISSION	2017 365	20000
Institution	IEDC GRANT	KERALA STARTUP MISSION	2017 365	50000
SSET/ECE Department/ Dr. Sunil Jacob	Student Project funding scheme	Kerala State Council for Science Technology and Environment	2017 180	15000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

• MHRD approved Institutional Innovation Council. • Participation in NIRF. • Institute visibility by participation and winning in innovation projects competitions. • Transition to ISO9001:2015 from ISO9001:2008 • Tie ups with Central Govt. organizations, LSGD's, municipalities etc. (Life mission, Guruvayur Municipality, Kochi Metro Rail Ltd.) to undertake projects enabling societal service and opening up avenues for service learning to our students.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Opening FABLAB facility for Public	ABXL Workshop for B. Tech students from different colleges in kerala; Robotic Skill development Workshop for School students; PPTIA 2017 Curtain raiser (Exhibited projects & demonstrated equipments in FABLAB to the students from various schools
Enhance consultancy activities	Consultancy projects undertaken for Life mission, Guruvayur Municipality, Kochi Metro Rail Ltd.)
Compliance with ISO-9001:2015 from ISO-9001:2008	Surveillance audit for updating of status to ISO-9001:2015 was held in July 2017 and was ISO-9001:2015 certified on 28.08.2017.
Setting up of Robotics Lab	Robotics lab under the e-Yantra Lab Setup Initiative (eLSI) was inaugurated on 21 July 2017. It is designed as a scalable and sustainable approach that addresses infrastructure creation and teacher training - to create an eco-system in the college to impart effective engineering education.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
SCMS Board of Management	29-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	27-Feb-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Ecoleaide Academic Management System is the Management Information System of the Institution. Teaching Learning module, Library module, HR module and Admissions module are operational. Linways is used as a medium of communication between management, faculty and students.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution follows the academic curriculum designed by A P J Abdul Kalam Technological University (APJAKTU) to which the college is affiliated. Flexibility in making changes in curriculum is restricted due to this. The College ensures effective curriculum delivery through a well-planned and documented process. The University has taken into consideration the Outcome Based Education Parameters and the curriculum has been prepared such that it helps in the attainment of Programme Outcomes to a large extent. At the same time at institution and department level, efforts are taken to assess the curriculum and syllabus and measures taken to help attainment of PO's and PSO's. The college plans the academic schedule as per APJAKTU's academic calendar. It details the academic activities for the semester, and provides schedule for conduct of class/course committee meetings, continuous internal evaluations as well as commencement date of end semester examinations. The academic calendar is published by the university every year before the commencement of the classes. Departmental academic calendar and institutional academic calendars are prepared based on this. The departmental academic calendar and institutional academic calendar includes the specific activities carried out by the department and institution respectively. The institutional academic calendar is published in the college website. Course allotment is done well in advance, for faculty to prepare course plan, and for effective planning and preparation by the faculty for fruitful curriculum delivery. For ensuring adherence to academic calendar, course diary is prepared and maintained for each course by the respective faculty. Before the commencement of the semester a detailed course plan has to be prepared for each course by the concerned

faculty and duly approved by the Head of the Department and the Principal. The timetable committee prepares time table in adherence to the requirements specified by APJAKTU based on which teachers conduct classes. The topics covered in each class are entered in the course log by the respective faculty for the effective academic monitoring. The adherence to academic calendar is verified in course committee/class committee meetings and during academic audits done internally and externally. Internal academic auditing committee monitors the adherence to academic calendar and all the academic activities. This is followed by an external audit by the University. ISO audit team also ensures the quality of the teaching learning process. Continuous Internal Assessments (CIE) are conducted in accordance with the university academic calendar. Departmental meetings are held periodically to review the syllabus completed. Bimonthly meetings are conducted by the academic committee to monitor the progress of the completion of syllabus. For the effective transmission and delivery of curricula, departments integrate classroom teaching with various ICT tools, laboratory practical, field projects, students seminars, tutorials, question papers solving etc. Special classes and remedial classes are conducted for students lagging in understanding concepts and to bring them at par with the rest of the class. Bright students are encouraged and assisted to improve upon the academic grades. For enhancing subject knowledge invited talks, workshops, seminars, conferences etc. are organised.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Bhavishya	Nil	28/07/2017	2	Employment	Soft skills

### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Electronics & Communication Engineering	22/12/2017
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	Automobile Engineering	27/07/2017
BTech	Civil Engineering	27/07/2017
BTech	Computer Science & Engineering	27/07/2017
BTech	Electronics & Communication Engineering	27/07/2017
BTech	Electrical & Electronics Engineering	27/07/2017
BTech	Mechanical Engineering	27/07/2017

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

	Certificate	Diploma Course

Number of Students

413

Nil

**1.3 – Curriculum Enrichment**

## 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Auto Workshop 2.0	27/10/2017	40
PHP with MySQL	15/09/2017	55
Yii 2.0 (PHP-Framework)	09/11/2017	60
Workshop on CNC	06/07/2017	20
Workshop on CATIA	06/07/2017	30
Training on CFD Analysis	28/08/2017	30

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## 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTech	Automobile Engineering	30
BTech	Civil Engineering	174
BTech	Computer Science & Engineering	115
BTech	Electronics & Communication Engineering	53
BTech	Electrical & Electronics Engineering	36
BTech	Mechanical Engineering	95

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**1.4 – Feedback System**

## 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Nil
Teachers	Nil
Employers	Nil
Alumni	Nil
Parents	Nil

## 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>A well organized feedback system is being practised within the institution. Feedback on faculty and curriculum delivery is taken by an online standard feedback from the students every semester course wise. Collected feedback is scrutinized by the Head of Department. All the parameters mentioned in the feedback form will be analyzed. Some of the parameters of students' feedback for theory courses are: speed of presentation, faculty's explanation, use of board, attitude towards encouraging questioning, faculty's willingness to help, knowledge of faculty, assignment evaluation and overall assessment of faculty. Ability of teaching with respect to each criteria mentioned in the</p>

questionnaire and comprehensive ability of the teachers will be analyzed. All the comments written by the students in the feedback forms will be communicated to the respective faculty members to understand their strengths and weaknesses and to further improve upon teaching skills. The feedback analysis is done at HOD Level, Principal Level Director Level based on overall rating of the faculty. Based on the feedback corrective measures, are taken if needed. In addition to this Course outcome feedback is taken from each student at the end of the semester to assess the attainment of the course objectives and programme outcome feedback is taken to assess the attainment of the program outcomes. Employer feedback and Alumni feedback is also taken yearly. Alumni feedback is collected at the time of Alumni meets as well as from time to time through online mechanism. Parent's feedback is taken at least once in a semester when they turn up for the open house of their ward. Manual analysis of all these is done to improve the teaching learning quality and physical facilities provided to students. The Employer feedback is also collected from most of the companies who provide campus recruitment for the students. This is mostly maintained and managed by the placement cell. Depending on the employer feedback aptitude training, PDP programmes etc. are provided. The different areas where improvements are required are discussed in respective committees/departments. The proposals given by the different committees and departments are discussed in Management for necessary action. Strengths of the college are also taken into consideration for further up gradation.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTech	Computer Science & Engineering	120	299	106
BTech	Civil Engineering (PFA remaining details)	120	166	101

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	2168	200	121	Nil	46

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used



167	167	8	48	Nil	5
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

For mentoring, the students in each class are assigned to Faculty Advisors/mentors. There are 2 Faculty Advisors per Class and four to five subject teachers. There will be 15 - 20 students per faculty. The students in each class are divided and are assigned to each faculty. Frequency of the meeting is minimum once every month. The mentor observes the overall growth of a student and provides counseling whenever required. The mentor also makes sure to maintain a regular parent-teacher communication. For each student a Student record is maintained with details of parents/guardian, addresses, contact numbers and an academic history of the student. The faculty advisors/mentors will continuously monitor each students' attendance, discipline, and performance. In case of any lack w.r.t performance or attendance or discipline, it will be reviewed by HOD and faculty advisors and corrective actions are taken. Daily attendance SMS will be sent to the parents. The mentors are in constant contact of their mentees to know their problems related to course work, laboratory etc and necessary handholding will be given. A record of all these are maintained. Group Tutors will also address any other issues and concerns brought to their notice. Class committee/course committee meetings are conducted twice per semester. This meeting includes HOD, faculty advisors, subject teachers and students. Here, students will discuss about difficulties they are facing in respective subjects. Each faculty will identify weak students in their respective subjects and help them to increase their understandability and to perform well in future exams. Students who are weak in studies are given remedial class. Status of remedial class and retest is recorded. Students who are not able to improve by the above process or are facing any other personal difficulties, are provided professional counselling. Cases wherein parents need to be called in, parents are also invited.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2368	167	1:14

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
Nil	Nil	Nil	4	3

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Venu P	Professor	Best Professor in Mechanical Engineering - Regional Round, Dewang Mehta Award
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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BTech	B. Tech (Please find details in list attached)	2	08/06/2017	07/07/2017
BTech	B. Tech	2	12/06/2017	04/07/2017
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation reforms of the university are followed strictly by the entire faculty and the same is monitored by the Head of the Institution. A system of continuous evaluation is in place, done in a fair manner and the whole process is transparent. Academic schedule indicating the dates of internal and end semester examination is published at the beginning of the semester. Internal examinations are conducted under the supervision of a senior faculty in charge. Answer papers are to be valued by the faculty and the progress reports made available to the parents within a stipulated time as directed by the Principal. Marks are recorded in the register maintained for the purpose. On completion of the semester the internal assessment marks are published and hard copies are filed.

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

The University prepares academic calendar before the commencement of each year and publish in the University website. Based on the academic calendar prepared by the university, various department of the college prepares their own and this is assimilated at into institution's academic calendar incorporating academic, co-curricular and extracurricular activities planned in each semester. Subject teachers prepare their own course plans based on the prescribed syllabus given by the university, which is also made available to the students' for reference. At the beginning of the semester based on the guidelines provided by the University and milestones mentioned, the institution decides upon the dates of the Internal examinations which assists in proper planning and preparation by the teachers. This ensures successful completion of all modules within the allotted time span. Students can appear for the university examination, only if he/she attains a minimum of 75 percentage attendance on each subject. The department conducts co-curricular and extracurricular activities in accordance with the scheduled date in the academic calendar which provides platform for the holistic development of the students. Based on the CIEs internal marks are awarded by each subject teacher. The internal marks and attendance is entered in the university portal by the corresponding subject faculty prior to the University Examination. The date for final submission of internal marks and attendance percentage is clearly mentioned in the academic calendar. The university examination dates, result declaration as well as approved holidays falling within the semester are also mentioned in the academic calendar.

### 2.6 – Student Performance and Learning Outcomes

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

[https://www.scmsgroup.org/sset/NAAC/AOAR2017\\_18/PEOPOPSOCO.pdf](https://www.scmsgroup.org/sset/NAAC/AOAR2017_18/PEOPOPSOCO.pdf)

#### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
B. Tech	BTech	Civil Engineering	113	77	68.14
B. Tech	BTech	Computer Sc. & Engg. (Please find details in attached list)	106	82	77.36
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://www.scmsgroup.org/sset/NAAC/AQAR2017\\_18/studentssatisfactionsurvey2017\\_18.pdf](https://www.scmsgroup.org/sset/NAAC/AQAR2017_18/studentssatisfactionsurvey2017_18.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	Guruvayur City Level Water Audit	2.85	2.85
Major Projects	365	Background Study for Developing a Water Management Plan water audit, water quality atlas	0.85	0.85
Minor Projects	30	Union Christian College, Aluva	0.2	0.2
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Guruvayoor city water audit project Dr V K Baby IAS, Secretary, Ministry of Local Self Government, Govt. of Kerala	Civil Engineering	14/08/2017
Auto Workshop 2.0	Automobile Engineering	27/10/2017
Training on Environmental Hydraulics Ashok Srinivasan, Business	Civil Engineering	07/02/2018

Development Manager - NIVUS GmbH Mr. Hugo Schmalz, Export Manager Member of the Board, NIVUS GmbH		
Participative urban sanitation for Alappuzha municipality Mr.SridharA, Centre for Policy Studies, IIT Bombay Prof N C Narayanan, Centre for Policy Studies, IIT Bombay	Civil Engineering	20/10/2017
Resource Management in 21st Century Prof.John Tharakan, Howard University, Washington, DC	Mechanical Engineering	16/03/2018
Program on ANSYS, United CADD	Mechanical Engineering	26/09/2017

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Brain wave nerve excitation for physically disabled'	Dr.Sunil Jacob, Sarath S, Shilpa M Biju, Nandha Kiran, Midhun Raj, Sachin. S , Shilpa P Prasad, Hridhya Jolly K (S6 ECE)	'Young Gandhian Technological Innovation Appreciation Award	01/03/2018	Research and Innovation
HELIOS the SEV - Electric Vehicle	Dr. Sheeja Janardhanan Surej Krishna, Varghese Joy and team (S8 ME II)	National Solar Vehicle Challenge, Mehsana, Gujarat	01/03/2018	Innovative Project
'Muscle to Machine Interface for Paralyzed Person (MMIPP)	Dr.Sunil Jacob, Akhil M S, A S Aravind, Neha Jayan, Vidya Prakash	'SASTRAYAAN 2018 Award'	01/02/2018	Research and Innovation
3rd position for Go Kart No 13	25 member student team led by Firoz Muhammed and Sanjay Venugopal, Faculty Advisor - Koshy P Joseph	ISNEE - 5th Go Kart Design Challenge (GKDC)	12/02/2018	Innovative Project

A DE addictive coil for drug addicts	Dr.Sunil Jacob,Akhil M S, George A N, Richie Nadakkavu Joseph	First Prize - at 'Nautilus 2018	01/02/2018	Research and Innovation
A DE addictive coil for drug addicts'	Dr.Sunil Jacob A N George, Amrutha Anilkumar, Anu Paulson, Ajish Suresh	AICTE Chathra Vishvakarma Award	09/01/2017	Research and Innovation
Jackfruit Plucking Mechanism	Mr. Mithun R Anish B Soman, Aswin Radhakrishnan, Alwin Joseph, Arjun Nair, Harish G	Dr. APJ Abdul Kalam University	03/10/2017	Innovative Project
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	Null

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Civil Engineering	13	4.78
International	Computer Science Engineering	8	2.19
International	Electrical Electronics Engineering	1	0.27
International	Electrical Electronics Engineering	5	1.39
International	Mechanical Engineering	3	3.68

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Basic Science humanities	1
Mechanical Engineering	2
Computer Science Engineering	3
Civil Engineering	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A Review of Technology Advances for Assisting Paralyzed People [Leading Edge]	Dr.Sunil Jacob	IEEE	2017	Nil	IEEE	1
A Review on Efficient Opportunistic Forwarding Techniques used to Handle Communication Voids in Underwater Wireless Sensor Networks	Dr, Varun G Menon	Advances in Wireless and Mobile Communications	2017	Nil	SCMS School of Engineering and Technology	Nil
Composite Email Features for Spam Identification	Dr. Vinod P	Cyber Security	2018	Nil	SCMS School of Engineering and Technology	2
<a href="#">View File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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					citation	the publication
Applicat ion of Fixed point turbo decoding algorithm for throughput enhancemen t of SISO parallel advanced LTE turbo decoders	Dr.Parva thy.M	Internat ional Journal of Intelligen t engineer ing and systems	2017	Nill	2	Noorul Islam University
Empirical Evaluation of a System Call-Based Android Malware Detector	Dr. Vinod P	Arabian Engineerin g Science Journal	2017	Nill	30	SCMS School of Engineerin g and Technology
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semi nars/Workshops	8	3	12	4
Presented papers	10	1	1	Nill
Resource persons	1	1	Nill	Nill
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### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Engineer's club SPARKS - THE LITTLE MAD ENGINEERS	National Service Scheme	2	20
GREEN PROTOCOL AT THIRUVAIRANNIKULLAM TEMPLE	National Service Scheme (PFA Remaining details)	2	100
OBSERVANCE OF VIGILANCE AWARENESS WEEK	National Service Scheme	2	100

Innovative idea for Reading corner	National Service Scheme	2	100
ORGANIC FARMING PREPRATION	National Service Scheme	2	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS Activity for the year 2016-17 and 2017-18	NSS Activity for the year 2016-17 and 2017-18	NSS TECHNICAL CELL	100
NSS Activity for the year 2016-17 and 2017-18	Special Appreciation award for Best Programme Officer in Technical cell	NSS TECHNICAL CELL	100
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
ENTE KULAM ERNAKULAM	Ernalakulam District Admistration Anbodu K0chi	ENTE KULAM ERNAKULAM	2	100
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
International Student Internship	Ms. Vineetha Rose Vincent	German Federal Ministry for Education and Research (BMBF)	14
International Student Internship	Mr. Arun Sen N, Semester 7, CSE Department • Mr. Akshay P S Semester 7, CSE Department • Mr. Akash Joseph Antony Semester 7, CSE Department	Matsue City Japan	12
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
Continuing Education	Supervisory Development Programme for Junior Supervisors in CUMI Electro Minerals Division	Mr. P S Jayan, Executive Vice Preside nt-Electro Minerals Division CUMI	05/04/2017	11/10/2017	15
MoU	Campus Connect Program	Infosys Limited, Mr. Hari S, Lead- Education and Training Infosys Trivandrum Center, Contact: Har i_S@infosys. com	05/01/2017	31/12/2018	2
Student Internship, Training and Recruitment	SCMS- Matsue City IT Internship Program	Matsue City and Shimane University, Japan, Contact: Ms. Aarti Daas Email: aarti daas.960306@ yahoo.com	16/01/2018	27/01/2018	3 students
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Vrije Universiteit Brussel	02/06/2017	Prof.Dr Ir. Dean Vucinic - Interaction with Faculty - On Potential Collaborative Research	28
Life mission	07/07/2017	LIFE mission, the Kerala government provides financial assistance and housing options to people from the	49

		economically weaker sections and low income groups - Cost estimation and surveying done	
Guruvayur Municipality	01/08/2017	Conducting water audit in Guruvayur Municipal area	20
Kochi Metro Rail Ltd	20/12/2018	To integrate best practices for in rainwater harvesting at metro stations and viaducts to ensure water sustainability	23
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6500000	7057070

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Laboratories	Existing
Class rooms	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Ecoleaide	Fully	3.3.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	36758	8348893	699502179	37457	699538937	8386350
Journals	141	383608	Nil	Nil	141	383608

e-Journals	6233	1482642	Nil	Nil	6233	1482642
Digital Database	4	Nil	Nil	Nil	4	Nil
CD & Video	1779	Nil	48	Nil	1827	Nil

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	624	10	110	1	2	10	9	110	41
Added	150	2	0	0	0	0	150	0	0
<b>Total</b>	<b>774</b>	<b>12</b>	<b>110</b>	<b>1</b>	<b>2</b>	<b>10</b>	<b>159</b>	<b>110</b>	<b>41</b>

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

110 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
41250000	42018981	90395000	96256704

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

As per the ISO Quality System Manual, the resource requirements like faculty, library books, computers and laboratory equipments are planned and resourced as per AICTE/KTU norms. The infrastructure planning and upgrading invariably take into consideration the priorities and requirements of various departments. Expansion for strengthening the laboratory facilities and research initiatives

has already been envisioned. Separate block dedicated for library facilities, reading and study has been constructed. The institution allocates enough financial resources for maintenance and upkeep of Infrastructure. Apart from these infrastructural facilities are added as per the requirement as to improve the academic and research facilities in the campus.

[https://www.scmsgroup.org/sset/ppt\\_learning\\_center](https://www.scmsgroup.org/sset/ppt_learning_center)

<https://www.scmsgroup.org/sset/automobile-engineering>

<https://www.scmsgroup.org/sset/civil-engineering>

<https://www.scmsgroup.org/sset/computer-science-engineering>

<https://www.scmsgroup.org/sset/electrical-electronics-engineering>

<https://www.scmsgroup.org/sset/electronics-communication-engineering>

<https://www.scmsgroup.org/sset/mechanical-engineering>

[https://www.scmsgroup.org/sset/centre\\_for\\_robotics](https://www.scmsgroup.org/sset/centre_for_robotics)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit based scholarships	570	18201500
Financial Support from Other Sources			
a) National	State Central Govt. schemes	347	21948844
b) International	Nil	Nil	0
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Bhavishya	28/07/2017	413	ICT Academy of Kerala
Personality Development Workshop	27/10/2017	421	Global Talent Track
Hands on Training on Python Programming - Bridge course	18/12/2017	37	Infosys Limited
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Career Guidance	122	Nil	Nil	Nil

	Class by The Gate Academy, Kochi				
2017	Aptitude Training Program	630	Nil	Nil	113
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	10

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
INFOSYS LIMITED	338	37	WEP SOLUTIONS	69	5
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	B. Tech	Computer Science Engineering	University of Wollongong Australia	Master of Computer Science
2018	1	B. Tech	Civil Engineering (PFA remaining details)	NIT-K	M. Tech Environmental Engineering
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	22
No file uploaded.	

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

Activity	Level	Number of Participants
Cricket Tournament	Inter Class	256
Inter Collegiate Volleyball Tournament	State	320

(Mens Womens)		
Football Tournament	Inter Class	192
Badminton Tournament	Singles Doubles(Intramural)	160
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	PFA details @ Intercolle giate/Univ ersity/ State level	National	Nil	Nil	NA	NA
<a href="#">View File</a>						

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

The student council provides opportunities for the students to develop their social and cultural life and focuses on their overall development. This Council is a non-political forum. In addition students are part of professional chapters/cells functioning in the institute. Each department also has a technical association which includes all faculty members and students of the department. It acts as technical forum aimed at the overall professional development of its members and to upgrade and update them with the latest developments worldwide. It also functions to bring out the hidden talents in the students, develop team building and leadership skills. Association periodically conducts seminars, workshops and meetings in order to help them achieve the above tasks. Students are part of various chapters of professional bodies and department associations like: ? Innovation and Entrepreneurship Development Cell (IEDC) ? Institution of Electronics and Telecommunication Engineers (IETE) chapter ? Institute of Electrical and Electronics Engineers (IEEE) chapter ? Blockchain Academy Innovation Clubs ? CycGen/Innovative Software Cell ? ACM chapter ? IIW (Indian Institute of Welding) chapter ? ISHRAE (The Indian Society of Heating, Refrigerating and Air Conditioning Engineers) chapter ? SAEINDIA Collegiate Club of SCMS ? ASME (American Society of Mechanical Engineers) chapter ? Indian Concrete Institute students' Chapter ? IGBC chapter ? Association of Core Electricals- Department Association of EE ? Synergy-Department Association of CS ? ARiME - Dept. association of ME ? Frames - Dept. association of CE ? Explora - Dept. association of EC ? Torque - Dept. association of AU Some of the programmes are: 1. 26-08-2017: Onam celebration 2. 23-10-2017: Agneya 2017 3. 2nd and 3rd Feb 2018 : PPTIA 2017 4. 12th to 20th March 2018 :Dr. PPT Memorial all Kerala Volley ball Tournament (Men's Women's) 5. 6th and 7th April 2018: Igniz 2017

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

SCMS Alumni Association was formally registered in 2017 covering all the

institutions under the SCMS Group. It is an umbrella organization, coordinating many alumni chapters both national and international. The purpose of the SCMS Alumni Association is to support its members throughout the world with a comprehensive and wide range of professional and social activities to nourish the network and to promote SCMS Group of Institutions. The institution gives much importance and value to the students who pass out and becomes our esteemed alumni. We include our alumni in responsible and key positions in our institution. The Academic advisory board of our institution has the presence of our alumni who are now in top level positions in industry. The Internal Quality Assurance Cell (IQAC) of our Institute also includes distinguished alumni members. The involvement of Alumni in various events of our institute are very much visible through their participation in various levels for the same. They support the institute in placements. Many of our alumni are in top managerial positions in many reputed organizations. This helps our student in many ways including recruitment, industry interaction and main project. Fourth Ambit, an exclusive online portal helps the institute to keep constant connect with its alumni. The Fourth Ambit database updates complete details of the alumni including their present position. All the events in the campus, student and faculty achievements, information regarding alumni meet etc are posted in this portal. The official fourth ambit link of the institution is <https://sset.fourthambit.com/>.

5.4.2 – No. of enrolled Alumni:

752

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

175000

5.4.4 – Meetings/activities organized by Alumni Association :

SSET maintains an affable relationship with alumni by dedicatedly conducting alumni chapters and alumni meets at the campus. During such alumni meets former faculty who are known to the particular batch of students are also invited. Students of SSET have organized alumni meetings in all major cities of India. They have been a source of strength to SSET as they are the ones who spread the name of our institution far and wide as a centre of excellence. A large number of our former students are working in many West Asian Countries. A substantial number is in United Arab Emirates (UAE), particularly in Dubai and Abu Dhabi. ASSET is an alumni-socio-cultural organization featuring the pass-outs of SSET residing in U.A.E. It is the first overseas chapter of the SSET with headquarters in Dubai. ASSET was formed on 17th April 2009, within a short span of 4 years from the date of first year pass-outs. This success comes up with the positive attitude and togetherness of all the proud members of the Alumni. Apart from the gathering the Alumni also aims hands-on charitable services with other associations in U.A.E. Alumni are also invited to deliver talks at the institute and to interact with the existing students. They are also invited as External Examiner for Viva Voce. Alumni Meets: Alumni meet of CS on 12 August 2017 at SSET, ASSET Pookkalam 2017 on 15 Sept 2017 at UAE, ASSET alumni meet on 16 Dec 2017 at Guindy, Chennai, 2002-2006 CE batch Alumni meet on 23.12.2017 at SSET. Alumni Interactions: 1. External Examiner for Viva Voce of Comprehensive Exam - Mr. Deepak N (2006-2010 B. Tech CSE) - 09/04/2018 2. External Examiner for Viva Voce of Comprehensive Exam -Mr. Unnikrishnan Ambady- (2006-2010 B. Tech ECE) - 09/04/2018 3. Expert Talk - Mr. Aravind Anilkumar (2007-2011 B. Tech CSE) - 08/03/2018

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Head of the Institution is assisted by HODs with specific role functions for the assisting the Principal and other functionaries in their respective domain. Administration: The overall administration is carried out by the Principal with the assistance of office assistants as who are in-charge of affairs related to hostels, transportation, admissions, establishments, scholarships etc. Finances are handled by accounts section of the office. Academics: The heads of various departments have been delegated the authority to take administrative decisions for their respective department after consulting the Principal and Dean Academic Affairs. smooth functioning of the Institution.

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

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Publicity in the admission process is ensured by the following ways: ? Advertisements of the courses offered in regional dailies in local language Malayalam as well as in English. ? SCMS SSET website. ? SSET prospectus which will also be published in the website and application form is made available for download. ? Commissioner of Entrance Examination website and prospectus. College has an admission committee to counsel and guide the students during the admission process.
Industry Interaction / Collaboration	One of the objectives of the institution is to effectively meet the professional demand of the industry which is one of the major stakeholders of the institution. Hence interaction with the industry is considered very important for the development of the students as well as the institution. This aspect of the institutional objective is addressed through the Industry, Institution Interaction programmes. The professionals from various industries and organizations are invited to the institution and they engage the students.
Human Resource Management	Management has a proactive approach to all employees in the Institution. Necessary faculty and staff are recruited every year to carry out the activities of the Institution. Encouragement is given to faculty to publish articles in peer reviewed journals. Facilities are provided to faculty to undertake funded research



projects. Regular Faculty Development programmes are organised to enhance the knowledge of faculty. The faculty are encouraged to present research papers in national and international seminars and conferences. Welfare measures are provided for both faculty and staff.

Library, ICT and Physical Infrastructure / Instrumentation

As the catalyst for critical thinking, creativity and scientific temper, the institute has a good library facility with full time internet facility, a good collection of latest books in various disciplines and subscription of various magazines and journals. 36451 books and 9200 titles are available. E- journal access of IEEE, ASCE, ASME and J Gate are available, Computer labs are provided with sufficient number of latest machines which are networked and provided with internet facility. The lab and computer facilities are constantly innovated and upgraded and state-of-the-art equipments and machines are regularly added to provide cutting edge instructional facilities.

Research and Development

SSET fosters a research policy for promoting research aptitude and skills among faculty and students. •?The research environment in SSET includes laboratories, infrastructure, equipments, support staff - both technical and administrative and research staff in addition to centralized computational facilities and access to information sources. •?Training, seminars, symposia and lecture series in emerging areas and research initiation is conducted for benefit of both students and faculty. •?Activities that facilitate knowledge creation, innovation and entrepreneurship are undertaken. •?Students are provided with learning tasks that involve critical analysis of research papers and those with a flair for research are motivated to come up with innovative ideas. •?Faculty members are enthused to participate in National/ International conferences, FDP's, to pursue research, to publish their research findings and take up research projects.

Examination and Evaluation

The Examination Cell at SSET ensures the smooth functioning of both Internal Examination and End Semester Examinations (theory). The Examination

Cell is headed by Chief Superintendent of Examinations and supported by faculty from each department as well as office assistants. The Prime responsibility of Examination Cell is conducting of all examinations (both internal and end semester exams) in a fair and systematic manner under the directions of the Chief Superintendent of Examinations.

#### Teaching and Learning

SSET offers very highest quality of teaching and learning. The institution is focused on providing high quality learning opportunities in a supportive environment and responds to the educational and training needs of each learner. •?An excellent campus environment is provided to support the student learning experience and success. •?Comprehensive support is provided for the students as they prepare for lifelong learning and employment. •?Best faculty are recruited and retained to assure the quality of teaching programs to a high level. Faculty members are encouraged to continuously update their knowledge and skills and are motivated to adopt quality improvement strategies to drive up standards and promote outstanding teaching and learning. •?Clear information about course and assessment requirements is provided before start of course along with the criteria by which work is judged, and the standards expected for high performance. •?A range of teaching and assessment strategies is used to take into account different learning styles. •?ICTs are made use of where appropriate and this will facilitate student learning. •?A combination of formative and summative assessments is used to provide opportunity for students to benefit from early feedback. •?Appropriate spread and timing of assessment tasks, is ensured considering student workloads within and across subjects. •?Timely and targeted feedback on assessment is provided to enhance students' learning. •?Regular monitoring is done to assess how effectively students are engaging with learning their courses and programs. •?Students' feedback on teaching, courses and programmes is used examine and justify possible changes to teaching.

Curriculum Development	<p>Meetings are conducted by the University for formulation of new curriculum, curriculum revision and setting of model question papers. The faculty actively participates in such meetings whenever called for responds with required documents. Faculty also participates in the centralized valuation camps and acts as internal and external examiners for smooth conduct of practical examinations. There is representation of faculty from Automobile Civil Engineering Department in the curriculum drafting committee of B. Tech.</p>
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#### 6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	E-governance not yet fully executed
Administration	Partially paper free by integrating the biometric punching with the ERP software and provision for requesting for leave and approval therein of faculty and staff. Students attendance marking is also possible and automatic SMS facility to keep the parents informed. Mark entry and generation of various reports with respect to students and staff is also possible.
Finance and Accounts	Finance module in ERP Ecoleaide - digital transaction of tuition fees, hostel fees, transportation fees etc. The fine payment at library is also digitised.
Student Admission and Support	Admission module in ERP Ecoleaide - prospective students can apply online
Examination	CIE using exam module in ERP Ecoleaide and ESE using university (KTU) e governance platform. The e governance platform also captures the attendance and internal marks of students deciding their eligibility for end semester examination. The end semester examination question papers are made available through secured download option one hour prior to the exam.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

2018	Koshy P Joseph, Mr Haridas V K	5th Go Kart Design Challenge	Indian Society for New Era Engineers (ISNEE)	11400
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Workshop on Power system and Control Engineering	Nil	02/05/2018	03/05/2018	40	1
2017	Nil	Ecoleaide Training- All Depts. Non teaching staff	20/07/2017	22/07/2017	Nil	40
2017	Concepts Coaching	Nil	13/09/2017	14/09/2017	20	Nil
2017	The art of technical writing	Nil	13/09/2017	13/09/2017	87	Nil
2017	Nil	Laboratory Training - Surveying Total Station	13/02/2018	14/02/2018	Nil	4
2017	Training on participatory research methodology	Nil	23/07/2017	23/07/2017	6	Nil
2017	Nil	A workshop on Networking Fundamentals	24/07/2017	26/07/2017	Nil	10
2017	Faculty Development Programme	Nil	19/12/2017	20/12/2017	30	Nil

on Machine Learning

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Attended three day faculty development programme on linear algebra (PFA Remaining list)	1	17/02/2017	21/02/2017	3
FDP ON ENTREP RENEURSHIP DEVELOPMENT	1	27/11/2017	09/12/2017	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Ph.D Leave with pay, Course work leave, Travelling allowance, Employees Provident Fund, reservation in admission for eligible wards of employees and concession/fee waiver for meritorious students, One month of vacation every year	Employees Provident Fund ESI, 12 earned leave per year and if not availed can be carried forward to next year, reservation in admission eligible wards of employees and concession/fee waiver for meritorious students	Students insurance, Merit Scholarship

## 6.4 – Financial Management and Resource Mobilization

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

Internal audit is conducted by an internal financial committee and internal audit report is submitted to the management. Internal audit report is reviewed and corrective and preventive action is taken. External audit is conducted in two parts: April - September and October - March. April to September audit is completed before March and October to March audit is completed by July. The financial statements are filed with the Income Tax department by September every year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Kairali Minerals, Nalukettu Oliviya Project Chalaky Kairali strucural Fabrication pvt Kinfra Small Industries park , Koratty Damodar Bolt and Nuts pvtd, Angamali	63000	Consultancy
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6.4.3 – Total corpus fund generated

296857504
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### 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KTU, ISO	Yes	Internal academic audit committee
Administrative	Yes	ISO	Yes	ISO

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

Faculty advisors keep a close rapport with the parents to students. Parents are also encouraged to contact the faculty advisors/subject teachers over phone or visit the campus occasionally to keep a close track on their ward's performance. During the open house meetings held once every semester meetings suggestions are taken from parents w.r.t teaching learning process, students' internships are facilitated, and suggestions are also invited and support obtained for enhancing placements, trainings, co-curricular and extra-curricular activities. These open house meetings conducted enable one to one interaction with the subject teachers. Parents as part of various committees by proving useful suggestions, help us to streamline various student related activities of the institution.

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

• Training for use of ERP software Ecoleaide • Upskilling • A workshop on Networking Fundamentals

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

• NPTEL local Chapter formed • Consultancy projects for local bodies and Government organisations • Establishment of Robotics lab

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Workshop on Outcome Based Education	10/08/2017	11/09/2017	12/09/2017	130
2017	Faculty Development Program by ICT Academy of Kerala	10/08/2017	13/09/2017	14/09/2017	25
2017	Faculty Development Program by ICT Academy of Kerala	10/11/2017	21/12/2017	31/12/2017	15
2018	Outbound training program for faculty at Kalypto Base Camp at Kulamavu, Idukki	06/06/2018	18/06/2018	20/06/2018	12
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Sexual Harassment, Awareness and Safeguards	04/09/2017	04/09/2017	52	35
Eye Donation awareness and Campaign	18/02/2018	18/12/2018	63	56
Women's Day Celebrations	09/03/2018	09/03/2018	64	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar power plant installed and awaiting K.S.E.B approval

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nil

Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Special skill development for differently abled students	No	Nil

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	Nil	1	04/02/2017	5	Assessment of water use efficiency in Chalakkudy river diversion scheme	Water use efficiency	6
2017	Nil	1	29/12/2017	12	Execution of green Protocol At Thiruvairanikulam Temple MAhotstav In association with HARitha Kerala Mission, Suchitwa MISSION, Pollution Control Board, Sreemoolanagaram Grama and hayath, District	Pollution abatement	100



					Health Department, Thiruvairanikulam Devaswam		
2018	Nil	1	01/02/2018	60	Kerala Life mission house surveying Project - Site Surveying Estimation for 48 Life Mission houses - Chalakudy Municipality (PFA remaining details)	Flood induced damages to houses	49

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Manual of policies	27/07/2017	This is a comprehensive document that is aimed at providing students of SCMS School of Engineering and Technology (SSET), a very clear picture of the framework within which the institution functions. This document also provides a clear idea about the rules and regulations applicable to the students, procedures to be followed, rules of conduct of students and details of academic activities.
Service Rules	01/01/2017	All the procedures, rules and privileges relating to the staff have been compiled into a book, titled "Service Rules" for the benefit of the employees. The Service Rules are revisited every year to make necessary amendments or delete outdated

content. Any new policy formulated by the Management is also included.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Birthday Big Day #Event 1	28/08/2017	28/08/2017	17
Birthday Big Day #Event 2	08/10/2017	08/10/2017	24
Jeevani'18	05/01/2018	05/01/2018	10
Kaadar 2018(Remaining list attached)	24/03/2018	24/03/2018	28
Yoga Day	21/07/2017	21/07/2017	185
World Environment Day	04/06/2018	04/06/2018	98
World Water Day: Theme: Water and our future life. Poster Competition, Quiz and Drawing Competitions	21/03/2018	21/03/2018	84

[View File](#)

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

- Energy conservation
- Rain Water Harvesting
- Organic Farming Initiative in Campus
- NSS organized a workshop on paper bags making to create awareness on avoiding use of Single use plastic.
- Use of one side printed paper throughout the Institution for all internal communication and documentation

## 7.2 – Best Practices

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

1. Title of the Practice: Preparing students for future Goal: To enhance the employability skills of students by providing training on communication skills, aptitude and reasoning skills, interviews and group discussions. To prepare them well for campus recruitments and for future job interviews. To guide the students on various higher education opportunities and to help them achieve it. The Practice: The Institution provides well-structured skill training programs for students of all branches of B. Tech, M. Tech and MCA beginning from their initial semesters itself, which helps them learn progressively.

- English language and communication skill course is part of the curriculum, in I and II Semesters, which help in honing the communication skills of the students.
- Induction program is organized for students in first semester to improve their soft skills and life skills. Life Skills sessions are also conducted as per the university curriculum.
- Training program on the Introduction to campus placements is conducted for students in semester 3 and 4 which helps to kickstart their preparation for the recruitment tests and interviews in future.
- Sessions on general aptitude, logical reasoning and verbal ability is provided to students in semester 5 and 6 which enables them to prepare well for the campus recruitments and other competitive examinations.
- An intense 7-8-day training is conducted with multiple mock tests and interview a month

before the commence of campus recruitments which gives the students much required confidence to attend the recruitment tests and interviews. • Online Assessment tests organized by First Naukri and Co-Cubes are given to students which help them to understand and work on the areas of improvement. • A number of seminars and webinars on various higher education opportunities in India and Abroad is conducted for students in pre-final and final year. • Seminars by eminent experts on preparation for Civil Services is conducted for students in pre-final and final year. • An Online mock-test platform specific to various companies is available to 7th and 8th semester for the students. Students can take the tests, view their marks and also get the answers for the incorrect answers.

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

[https://www.scmsgroup.org/sset/NAAC/AQAR2017\\_18/bestpractices2017\\_18.pdf](https://www.scmsgroup.org/sset/NAAC/AQAR2017_18/bestpractices2017_18.pdf)

### 7.3 – Institutional Distinctiveness

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

SCMS Group of Educational Institutions, started in 1976, is a multidisciplinary institution of national importance in higher education with a vision in providing value based education in harmony with the changing global order and a mission to be globally competent and socially responsible business leaders through innovative education system in the fields of Management, Engineering and Technology. Inspired by the vision of its founder Dr. G.P.C Nayar, SCMS has a tradition of over 4 decades of sustained and focused pursuit of its objectives. There are various institutions under its fold in diverse disciplines like Management, Engineering, Biotechnology, Architecture, Computer Applications, Polytechnics and the like, operating from different locations in Kochi, Kerala, India. Our leading academics, inquisitive students, and dedicated staffs continually pursue excellence, break boundaries and make a difference on real world challenges through a progressive approach to teaching and research. SCMS School of Engineering and Technology SSET, promoted by the SCMS Group of Educational Institutions is envisaged as a premier institution offering technology related education of exceptional quality to students by developing their total personality with due emphasis on ethical values and preparing them to meet the growing challenges of the industry and diverse societal needs of the institution. The SSET is affiliated to APJ Abdul Kalam Technological University and is recognized by the All India Council for Technical Education (AICTE) since 2001. SSET gives foremost importance to academics by providing quality professional education in Engineering and Technology and the institution ranks under the top 15 colleges by KTU. SSET is one among the first ten colleges to be set up in the State under the private self-financing scheme. At SSET, students learn analytical engineering skills and have practical hands-on experience in technology under a highly disciplined environment. The six branches of engineering (Civil Engineering, Mechanical Engineering, Electrical Engineering, Electronics and Communication, Computer Science, Automobile Engineering), encourage innovation exploring the interconnectivity of all aspects of engineering in bringing rapid improvements in societal and global advancements in technology. The Institution is accredited with NAAC and also by National Board of Accreditation for three under graduate courses such as Civil Engineering, Mechanical Engineering and Computer Science. With a proven track record for understanding the needs of the government, our expert knowledge is sought by government bodies and industries to shape policy and find solutions for technological challenges. Having established strong feet in academics, institution constantly promotes research and continuously invests the culture of research ensuring ethical, lawful and

highest standards of integrity. To produce high quality, distinctive research with real impact is the thrust area of strategic priorities promoted by the institution. The institution has strategic collaborations with University of Applied Sciences Ravensburg- Weingarten Germany, Wilmington University USA, Vrije University Brussel, Furtwangen University Germany for joint research and faculty-student exchange in the field of Engineering and Technology. The SSET provides rewarding future with a wide variety of employment prospects. Our strong industry links, state-of-the-art facilities and practical hands-on engineering degrees enable students to contribute ideas to tackle the real-world engineering problems. Our

Provide the weblink of the institution

<https://www.scmsgroup.org/sset/>

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

- Implement outcome-based education
- SCMS Centre for Robotics to be further expanded with establishment of an IoT lab
- Increase number of MOUs with industries prominent academic institutions.
- Activities to foster a spirit of entrepreneurship in the students
- Enhance facilities for sports. Provision for indoor badminton courts and additional coaching for games.
- Apply and procure APJAKTU funding for FDPs