Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	S. C. M. S. SCHOOL OF ENGINEERING AND TECHNOLOGY

Name of the head of the Institution	**Prof. M. Madhavan**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04842450330**
Mobile no.	**9846012987**
Registered Email	**sset@scmsgroup.org**
Alternate Email	**madhavan@scmsgroup.org**
Address	**SCMS School of Engineering and Technology Vidya Nagar, Palissery, Karukutty, Ernakulam - 683 582 Kerala**
City/Town	**Ernakulam**
State/UT	**Kerala**
Pincode	**683582**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Anitha G Pillai**
Phone no/Alternate Phone no.	**04842450330**
Mobile no.	**9497775295**
Registered Email	**sset@scmsgroup.org**
Alternate Email	**anithagpillai@scmsgroup.org**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.scmsgroup.org/sset/NAAC/AQAR_2015_16/AQAR2015_16.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.scmsgroup.org/sset/NAAC/AQAR_2015_16/academiccalendar2015_16.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B+**	**2.67**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**14-Oct-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
ISO Periodic Audit	**08-Jul-2015** **1**	**9**
KTU academic audit	**22-Dec-2015** **1**	**7**
IQAC Meeting	**10-Feb-2016** **1**	**15**
IQAC Meeting	**14-May-2016** **1**	**15**
NAAC SSR submitted	**18-Nov-2015** **1**	**178**
IQAC Meeting	**15-Oct-2015** **1**	**15**
ISO periodic audit	**26-Feb-2016** **2**	**9**
ISO Periodic audit	**05-May-2016** **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

SSET/ECE Department/ Dr. Sunil Jacob	Research project Funcding scheme	Kerala State Council for Science Technology and Environment	2015 365	30000
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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 :	**3**
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**

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

• **Streamlining and standardizing the Internal Academic Audits for better efficiency. • Research committee reconstituted with focus on multidisciplinary research. • Reviewed the academic performance of all departments and steps taken to to improve teaching learning process. • Strengthening the mentoring system. • RFID installation and integration with library module enabling easy transaction of library resources and for its security.**

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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
PPTIA Innovation Awards	**Dr. Pradeep P Thevannoor Innovation Awards (PPTIA) was instituted by the institution in 2015 to globally identify, recognise and celebrate innovative ideas and applications which attempts to tackle issues nad challenges faced by society. The platform provides an excellent opportunity for student innovators to showcase their ideas, products and**

	services to gain national and international visibility. The first edition was held on 1st and 2nd February 2016.
SWI to enter into MoUs with Universities/Industries for addressing critical issues in water wastewater.	MoU entered into Furtwangen University, University of Applied Sciences Ravensburg Weingarten, Nivus Sewerin SWI cooperates with the companies of the Indian section of the German Water Partnership. GWP is a network of around 350 Germany based water firms.
Timely conduct of academic audits and other academic activities.	All preparations for KTU academic audit as per University guidelines were done. 2 internal ISO audit and one external audit were completed.
NAAC accreditation.	SSR was submitted in September 2015 and preparations for the visit underway
To enhance research activities with focus on multidisciplinary research.	Project on selfpropelled fish model for underwater surveillance requiring expertise in the field of robotics, hydrodynamics, image processing, signal processing and fuel cells nearing completion.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
SCMS Board of Management	30-Dec-2016

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	2016

Date of Submission	20-Feb-2016

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton 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. Ecoleaide is used a medium of

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

For effective implementation of the curriculum SSET meticulously formulates and develops action plans. The Institution is affiliated to University and the curriculum for all the courses is given by the University, by Mahatma Gandhi University (for admissions prior to 2015) and by A P J Abdul Kalam Technological University for (admissions from 2015 onwards). The institution diligently follows the academic calendar prescribed by the university and prudently delivers on time, the curriculum prescribed by the university. With the university calendar as framework the college prepares academic schedule for each semester incorporating details of internal assessments in addition to a calendar for the entire year incorporating various activities of the college and that of individual departments. Within each department, subjects are allotted to faculty based on their specialization, preferences and experience in handling the subject by the Heads of the Departments, which is then submitted to the Principal for final scrutiny. Faculty prepares detailed course plans indicating topics to be covered in various sessions, text books, reference books to be referred for various topics and evaluation criteria. Faculty also prepares detailed notes for the allotted subject well in advance to ensure effective delivery of curriculum. Class wise time table and faculty time table are prepared before the commencement of the semester and are made available to faculty and students. Principal holds meeting with the entire faculty before the start of the semester as well as with the individual departments during the course of the semester for closer review of academic activities. Two class coordinators are assigned to each class before the start of the semester. These coordinators, with the help of other faculty handling subject in the same class keep a close watch on the student attendance, academic performance and progress as well as their discipline. Regular meetings are also conducted at department level for monitoring the academic activities as well as to ensure proper discipline within the campus. Subject log books and course files maintained by the faculty are reviewed by the respective HOD?s and the Principal. Unexpected holidays are compensated by working on available Saturdays. Class committees formulated with representation from students holds meetings twice in a semester and reviews conduct of classes, effectiveness of delivery and in addition provides a forum for the students to discuss issues related to academic matters or other grievances if any and suitable remedial measures are taken. After internal assessments in the form of series examinations and on publication of the university results, parents are intimated about their wards performance by means of progress cards, phone calls etc. and open house meetings where one to one interaction is made possible. Remedial classes are arranged for the academically weaker students to improve upon their performance.

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
Google Cardboard	Nil	12/03/2016	2	Employment	AR AI

Explore-Student Orientation Program	Nil	26/10/2015	2	Employment	Soft skills
Life Skill Training	Nil	03/02/2016	3	Employment	Soft skills
Campus to Corporate	Nil	21/06/2016	3	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
BTech	Nil	31/05/2016
No file uploaded.		

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	27/07/2015
BTech	Civil Engineering	27/07/2015
BTech	Computer Science & Engineering	27/07/2015
BTech	Electronics & Communication Engineering	27/07/2015
BTech	Electrical & Electronics Engineering	27/07/2015
BTech	Mechanical Engineering	27/07/2015

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

	Certificate	Diploma Course
Number of Students	1452	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
Analog electronics design, implementation and circuit debugging	14/01/2016	187
Transforming Professionals-Campus to Corporate	21/06/2016	287
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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	Civil Engineering	2

BTech	Electrical & Electronics Engineering	98

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

1. Feedback from students: Representative feedback from the students is obtained twice in a semester by way of class committee meetings. Class Committee members includes class coordinators, subject teachers and Head of the Department. Such meetings give an opportunity to the faculty members to understand the needs of the students and initiate corrective steps in teaching learning processes. Formal student feedback is taken towards the end of the semester regarding the teaching learning process. Online feedback system has been designed for the purpose 2. Feedback from the parents: At specified times during an academic year, usually after the series exams or after announcement of university results, parents are called in and met by the Principal and faculty on a one-to-one basis. During these occasions parents get feedback about their ward's progress and the institution gets an opportunity to collect feedback from the parents. Open-house meetings are organized for parents of undergraduate students during which, parents are apprised of their ward's academic performance and various activities of the institution. These meetings have provided an opportunity for the institution to gather feedback from the parents about the curriculum. 3. Feedback from industry experts/recruiting firms: Feedback is obtained from firms where students undergo industrial training, internships etc. and also from the firms/industries who had hired our students. 4. Feedback from alumni: Alumni reunions are held in the campus. Alumni are also invited to the campus to interact with the students and faculty. In all such occasions feedback from alumni is collected and are considered for enriching the curriculum aspects. An alumni portal also exists for this purpose.

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	Automobile Engineering	60	59	45
BTech	Civil Engineering (Please find rest of the details in list	120	231	117

attached)			

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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
2015	2321	270	149	Nill	29

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	Numberof smart classrooms	E-resources and techniques used
178	178	7	48	Nill	3

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[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Effective mentoring is provided by the concerted efforts of a group comprising of Class Coordinators and subject teachers of each class who provide support and guidance for student problems related to academics as well as personal issues. The Class Coordinator is in constant touch with the parent/guardian. Students' progress reports are prepared by the class coordinators from first to final semesters and made available to parents. Thus Parents/guardians are kept informed about the performance of the students. Mentoring sessions conducted by faculty thus forms an effective tool for monitoring the student performance. Once the faculty identifies the students with difficulties, special attention is given to such students, in class activities. Open house meetings are conducted periodically for one to one interaction between parents of all students and teachers in the presence of students. • Continuous evaluation system with such performance reports made available to the students and parents provides an opportunity to enhance the academic performance of the students. • Support sessions are arranged for weak students within class hours or after regular class hours. In addition whenever required, parents are invited for counseling along with the students. The institution also recommends expert counseling advice to those students who need it as suggested by the faculty mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2591	178	1:15

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
Nill	Nill	Nill	7	1

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,	Designation	Name of the award, fellowship, received from Government or recognized

international level			bodies
2015	R Sahadevan	Professor	Award for best SPOC - Infosys Campus Connect Program

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
Mtech	MTech (Please find rest of the details in list attached)	1	10/03/2016	28/04/2016
BTech	BTech	1	18/01/2016	20/02/2016
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Being an affiliated institute, there is little scope for the college to introduce its own evaluation system. At the same time certain measures taken for improving student performance are: - Class tests and unit tests are conducted in addition to series tests to better prepare the students - Tests conducted are scrutinized and returned to the students within a stipulated time and the parents are also kept informed - To improve the performance of the students, remedial classes are arranged for the weaker students - Student centric learning through additional assignments, seminar presentations - Inducing students to attend the classes regularly even though minimum stipulated attendance prescribed by the University is 75 - Student information is maintained in ECOLEAIDE- a web application to track student information, attendance, and internal evaluation as well as to get a detailed performance analysis of students.

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

The affiliating University provides an academic calendar every year including details such as semester start and end dates and date within which internal tests are to be completed, dates for theory/practical end semester examination. The Institution based on this prepares an academic schedule indicating dates of series examinations. Examination cell with representatives from all departments is responsible for effective conduct of internal tests. Answer scripts are valued in a time bound manner and returned to the students. Progress reports are sent to parents. Examination Cell with a senior professor as convener and acting as the Chief Superintendent of Examinations assisted by Senior Assistant Superintendent and a group of faculty members is responsible for conduct of end semester examinations, as per guidelines published by University in the Examination Handbook.

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)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BTech	BTech	Civil Engineering	59	47	79.66
BTech	BTech	Computer Sc. & Engg. Please find details in attached list	62	44	71.43
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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/AQAR_2015_16/studentssatisfactionsurvey2015_16.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
Minor Projects	30	KKTM College Kodungallor	0.2	0.2
Minor Projects	30	SH College , Chalakkudy	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
Systems Integrated Grid Modeling Solutions by SIGMOS	Electrical Electronics Engineering	12/09/2015
Analog Electronics Design , Implementation and circuit Debugging by Trutek	Electronics Communication Engineering	14/01/2016
Airships-Transport of the future by Dr. (Ing) Dean Vucinic, Professor, Virje University Brussel, Belgium	Mechanical Engineering	14/08/2015

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
Nil	Nil	Nil	31/05/2016	Nil
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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
Nil	Nil	Nil	Nil	Nil	31/05/2016
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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
Nil	Nill

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	14	4.42
International	Computer Science Engineering	5	1.42
International	Electrical Electronics Engineering	1	4.41
International	Electronics Communication Engineering	7	2.12
International	Mechanical Engineering	4	0
International	Basic Science Humanities	2	1.27
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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	2
Electronics Communication Engineering	4
Electrical Electronics Engineering	1
Computer Science Engineering	2
Civil Engineering	10
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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
Vulnerability Analysis By The Development of Fragility Curves", IOSR Journal of Mechanical and Civil Engineering	Aiswarya S , Nandita Mohan	IOSR Journal of Mechanical and Civil Engineering, (IOSR-JMCE)	2015	0	SCMS School of Engineering and Technology	Nill

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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 citation	Institutional affiliation as mentioned in the publication
Solving Maximal Flow problem using Fuzzy octogonal Number	Dr Sreelekha B	International Journal of Engineering Research and Application	2016	24	Nill	0

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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/Seminars/Workshops	27	5	Nill	Nill
Presented papers	17	3	Nill	Nill
Resource persons	Nill	Nill	Nill	3

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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

BLOOD DONATION CAMP	National Service Scheme	2		50
SEVEN DAY SPECIAL CAMP (2016-2017)	National Service Scheme	2		100
ROAD MAINTENANCE WORK	National Service Scheme	2		100
TRAINING ON FIRE AND SAFETY (Please find rest of the details in attached list)	National Service Scheme Kerala Fire Force and rescue	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
Water Audit projects of SSET	3rd best conservation model in state	Kerala Water Congress	25

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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 activites	Number of students participated in such activites
Cyber Crime awareness	Kerala Police Cyber cell, Ernakulam	Cyber Crime Awareness	2	100
Tree Sapling planting	HDFC Bank, Ernakulam	Tree Sapling planting	2	100
Health and sanitation	Grama Panchayath of Koratty and Karukutty	Grama Panchayath of Koratty and Karukutty	2	100
World Environmental day	Social Forestry Department	Tree sapling, World Environmental day	2	100
Blood Donation Camp	Rotary Club, Ernakulam	Blood Donation Camp	2	35
Blood Donation Camp	Regional Blood Transfusion centre, Aluva	Blood Donation Camp	2	35
Blood Donation Camp	Indian Medical Association, ERNAKULAM	Blood Donation Camp	2	35
Jala Nidhi	Kerala rural	Water quality	2	100

	water supply and sanitation agency, Govt. of kerala	testing		
Legal Literacy	KERALA legal service authority	KERALA legal service authority	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. Merin Mathew	Baden Württemberg Stiftung,Germany	30
International Student Internship	Ms.Linta Joy	Self	51

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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 institution/ industry /research lab with contact details	Duration From	Duration To	Participant
On-the-job training	Harithatec serv research centre for reverse engineering	Harithatec serv Mr. Vigesh (9739367996)	07/01/2015	07/01/2017	R Sahadevan attended the Principals meet on 30/03/2016, Deepa K attended the Campus Connect Deep Dive Faculty Enablement Program on Foundation Program 4.0 from 14 th – 19 th December 2015 at Infosys Limited, Mangalore Development Centre (SEZ Campus).
MoU	Campus Connect	Infosys Limited, Mr.	01/01/2015	31/12/2017	Students

Program	Hari S, Lead-Education and Training Infosys Trivandrum Center, Contact: Hari_S@infosys.com

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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
Furtwangen University	04/09/2015	Exchange of faculty, researchers and students.	Nill
Nivus	04/09/2015	Supply of the necessary technical equipment,providing project support and support and training of staff and students	3
Sewerin	10/09/2015	Exchange of faculty, researchers and students.	3
EDUVANCE	14/09/2015	Knowledge sharing on latest technologies and projects with faculty, researchers and students.	3
University of Applied Sciences Ravensburg-Weingarten	19/10/2015	Exchange of faculty, researchers and students.	15

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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
37650000	37909800

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Classrooms with Wi-Fi OR LAN	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

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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	35618	7618713	480	618765	36098	8237478
Journals	142	366616	Nill	Nill	142	366616
e-Journals	3	927020	Nill	Nill	3	927020
Digital Database	3	Nill	Nill	Nill	3	Nill
CD & Video	1769	Nill	Nill	Nill	1769	Nill

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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
Nil	Nil	Nil	31/05/2016

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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	777	10	10	1	2	10	9	10	41
Added	0	0	0	0	0	0	0	10	0
Total	777	10	10	1	2	10	9	20	41

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

20 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
Nil	Nil

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 incurredon maintenance of physical facilites
40735000	41896500	94735000	102005746

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)

The institution has adequate number of classrooms, seminar halls, well equipped laboratories, computer labs, research space, facility for indoor and outdoor games, gymnasium, open air auditorium, language lab, first-aid facility, priority treatment at the outpatient departments in select hospitals in the city, hostel facility for boys and girls with recreation facility, canteen, playground and parking facility. New enhancements are made to existing infrastructure whenever needed by the management. The institution has a very spacious central library, long hours of functioning, sufficient number of books, journals, magazines and e-resources. 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. Special care is given to the upkeep of sensitive equipments, lab equipments, LCD projectors, etc. Annual maintenance and timely servicing of equipments and infrastructure ensure their upkeep. 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/ppt_learning_center

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	18451000
Financial Support from Other Sources			
a) National	State Central Govt. schemes	370	14427997

b)International	Nil	Nill	0

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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 implemetation	Number of students enrolled	Agencies involved
Career Guidance and Personality Development Workshop	10/02/2016	538	Nil - Inhouse
Life Skill Training	03/02/2016	558	ICT Academy of Kerala
Confidence Building and Self Motivation	27/01/2016	23	Nil - Inhouse
iGearup Session	11/01/2016	103	Infosys Limited
Explore-Student Orientation Program	26/10/2015	532	ICTAK, Kerala
Recruitment Orientation Talk	10/08/2015	305	Infosys Limited

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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 passedin the comp. exam	Number of studentsp placed
2016	Aptitude Training Program (Please find details in attached list)	Nill	Nill	Nill	316

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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	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

UNISYS INDIA PVT. LTD.(Details attached)	32	1	MU SIGMA (Details attached	243	2

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	38	B. Tech	Civil Engineering (Details attached)	Details attached	Details Attached
2016	1	B. Tech	Automobile Engineering	CET, TRIVANDRUM	M.TECH MFG AUTOMATION

[View File](#)

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	2

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

Activity	Level	Number of Participants
Lght Music Vocal Indian (Female)	M.G University union youth festival.	89
Poetry Recitation (English)	M.G University union youth festival.	97
Athletics	Intra house	150
Cricket Tournament	Inter Class	256
Badminton Tournament	Singles Doubles(Intramural)	224
Football Tournament	Inter Class	192

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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
2015	Intercollegiate/University/State	National	Nill	Nill	NA	NA

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

The Students' Council takes role in organizing co-curricular and extracurricular activities with the help of the faculty. This Council is a non political forum. Class representatives are selected from each class by election and they select the administrative committee members by election among them. The two elected University Union Councillors represents the students? union in the M. G. University Union Council. The various posts held by students in the students? union are: Chairman, Vice Chairperson, General Secretary, Fine Arts Secretary, Magazine Editor and two University Union Councillors. There are student representatives in the following academic/ administrative bodies of the institution. • Students' Council • Class Committees and Course Committees • ICI Students' Chapter • CSI Students' Chapter • Department Associations • Alumni Association • IQAC • Hostel committee • Mess committee Some of the programmes are: 21-08-2015 : Onam celebration 1st and 2nd Feb 2016 : PPTIA 2015 18th and 19th March 2016 : Igniz 2015

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

280

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

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. Periodical alumni meetings are held in various cities. In addition to alumni also delivers guest lectures is part of IQAC and facilitates for placement activities. 2001 -2005 batch reunion was held at SSET campus on July 25,2015. Another alumni was held in Mumbai on April 30, 2016.

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)

Adequate delegation and flexibility in operation is provided to the Heads of Departments for operational efficiency, and also as part of a decentralized administrative system. The decentralized functioning mechanism, empowers the departments and faculty with a greater level of flexibility in academic administration, and gives freedom to the faculty in making decisions.

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	Admission process at SSET is transparent and merit based. 50 of the total seats in B Tech courses are set apart as Govt. Quota for centralized allotment by the Commissioner for Entrance Examinations (CEE). Out of remaining 50 seats, 15 seats within the sanctioned intake is provided for NRI category and balance 35 seats are Management seats allotted on merit. Merit is based on KEAM entrance conducted by the State Government. Admission to M. Tech. course is based on marks scored in the Qualifying Examinations, GATE score/DTE Rank list.
Industry Interaction / Collaboration	Memorandum of Understanding has been signed with various industries/organizations with an objective to provide regular exchange of knowledge and technology and to give students a wider exposure to scientific and technological developments in the world. •?Experts from industry are invited for interacting with the students by way of technical talks, Seminars, Workshops etc. •?Industrial visits are arranged. •?Students are encouraged to undergo internships during semester breaks. •?B. Tech and M. Tech projects/ dissertation work in industries under joint guidance of the faculty and experts from industry.
Human Resource Management	Principal with the help of the HoDs IQAC, at the end of a semester collects the requirement of human resources for the next semester. Newly appointed teachers are motivated to attend the UHV program conducted by AICTE for effective mentoring of students, and new recruits are also provided with faculty induction program, which is organized by the IQAC. The IQAC also monitors the progress of the faculty member through the appraisal mechanism and recommends the faculty members for career and research promotion schemes.
Library, ICT and Physical Infrastructure / Instrumentation	The frame work for infrastructure development of the institution is centered on the institutional policy of providing state of the art infrastructural facilities for providing quality education. The physical facilities have been created and developed so as to enhance the

	quality of teaching learning process. AICTE norms for infrastructural facilities are strictly adhered to SSET has adequate number of classrooms, tutorial rooms, seminar halls, well equipped laboratories in all departments, computer labs, seminar halls auditorium. The Pradeep P Thevannoor learning resource centre has a total area of 2310 m2 and a seating capacity of 300.
Research and Development	• Industry Academia Interactions • Internships, Industrial Trainings • MoU with Foreign Universities • Development of facilities in collaboration with industries • Collaborations/MoU's with research institutions to nurture research culture
Examination and Evaluation	The institution follows the semester system implemented by the affiliating University. University provides the necessary guide lines for evaluation of students. The academic schedule and calendar with list of dates of internal exams and other relevant details is published at the start of the semester. The evaluation methods are also communicated to the students by the subject teacher.
Teaching and Learning	Lecture based learning cannot be completely dispensed with, but active learning is incorporated during the process by encouraging them to formulate questions of their own, discuss, explain, debate, or brainstorm during class and to solve problems. •?Classes are made interactive with use of teaching aids like OHP, LCD projectors. •?Collaborating learning is ensured by giving group assignments, where students work in teams that assure both positive interdependence and individual accountability. Mini projects and Main projects done in the pre final and final year also opens avenues for project-based learning. •?In case of numerical courses, take home assignments are given to students peer partnerships among students are organized to help weak students. •?Independent learning is encouraged by motivating students to make use of library resources as well as e-resources and internet to enhance their knowledge and keeping abreast with the latest developments in their respective field.

Curriculum Development	All the courses are in the self-financing stream of the Mahatma Gandhi University, Kottayam/ A P J Abdul Kalam Technological University, Thiruvanathapuram. SSET takes conscious efforts to enrich and organize the curriculum provided by the affiliating university to promote holistic development of our students and to make them readily employable. Skill development programmes, value added programmes, Personality Development Programmes entrepreneurial activities etc. are organized to transform the students from mere engineering graduates to engineers.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	E-governance not yet executed completely The learning resource centre at SSET uses the library software through which accession of books is done. Issue and return of books is carried out through software.
Administration	Partially automated through Ecoleaide software.
Finance and Accounts	Computerized office and accounts section Finance module in ERP Ecoleaide.
Student Admission and Support	Partially Automated admission process Admission module in ERP Ecoleaide.
Examination	CIE using exam module in ERP Ecoleaide and ESE using university (KTU) e governance platform. 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
2015	Sonal Ayyappan	NA	IEEE	7000
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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	Title of the	From date	To Date	Number of	Number of

	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2015	Nil	Upskilling - Testing of soil	24/06/2015	26/06/2015	Nill	3
2015	Nil	Familiarization of Office Tools	13/07/2015	15/07/2015	Nill	40
2015	Workshop on Water Management Audit	Nil	25/02/2015	26/02/2015	5	2
2015	Workshop on sustainable development of ground water resources	Nil	25/05/2015	29/05/2015	3	Nill
2015	Training on Water Pipe Leak Detection and Pipe Tracing	Nil	18/10/2015	19/10/2015	3	1
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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
FDP-Wipro Mission 10X	10	15/12/2015	18/12/2015	3
FDP-Concepts Coaching	30	11/11/2015	13/11/2015	3
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	7	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Ph.D Leave with pay, Course work leave, Travelling allowance, Employees Provident Fund, Canteen, reservation in admission for eligible wards of employees and concession/fee waiver for meritorious students.	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. Last internal audit report is for September 2015 Institutional mechanisms for External audit: 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
Skyline foundations and structures, Nedumbassery Multiforms construcions, KaprasseryAdlux meicity, Karukutty	13000	Consultancy
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6.4.3 – Total corpus fund generated

238476571

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)

The institute organizes open house meetings with parents once every semester. During the meetings suggestions are taken from parents w.r.t curricular, co-curricular and extra-curricular and placement activities. Parents are also part of many committees in the institution, including important committees like IQAC and anti ragging committee.

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

Upskilling program for lab technicians Basics of Computers - Office Tools Fundamentals of Laboratory Safety	

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

NA

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
2015	Faculty Enrichment programme to improve the quality of teaching	10/02/2016	12/04/2016	14/04/2016	70
2016	Concepts Coaching by ICT Academy of Kerala	15/10/2015	11/11/2015	13/11/2015	30

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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
Womens Day programme	08/03/2016	08/03/2016	52	23
e-literacy programs for housewives	04/11/2015	04/11/2015	64	Nill

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

SCMS Water Institute (SWI) which does green auditing has conducted green audit of the campus. Audit team inspected the usage of water and electricity in the campus and gave recommendation to reduce the misuse and overuse of these resources. Proper waste management solutions were also chalked out. With concerted efforts from staff and students the campus is kept green and eco-friendly. SSET has a dedicated NSS unit which takes initiative to make campus green by planting trees and making the campus plastic free. The campus is also located in an idyllic location among lush green rubber plantations. The clean, green and airy ambience is ideally suited for academic and non-academic

pursuits. SSET also practices waste water management system to keep campus green.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	**No**	**Nill**
Provision for lift	**Yes**	**Nill**
Ramp/Rails	**Yes**	**Nill**
Braille Software/facilities	**No**	**Nill**
Scribes for examination	**No**	**Nill**
Special skill development for differently abled students	**No**	**Nill**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	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
2016	**Nill**	**1**	**06/01/2 016**	**4**	**Air Quality M onitoring Awareness Programme at Chalak kudy Muni cipality**	**Environ mental De gradation**	**20**
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Service Rules	**01/01/2015**	**All the procedures and rules 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.**
Manual of policies	**27/07/2015**	**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.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Homeo medicine distribution camp (Jeevani)	02/08/2015	02/08/2015	36
Pranava '15	04/10/2015	04/10/2015	18
Jeevani15	13/10/2015	13/10/2015	4
Chennai flood relief initiatives	04/12/2015	04/12/2015	25
Sparsham'16 - A project aiming at development of rural area to make the life of rural people safe and secure.	29/04/2016	29/04/2016	20

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

? Energy conservation All efforts are made to conserve electricity used in the campus. Fans and lights in class rooms switched off by the students and staff when not in use. After working hours the same is checked before locking the facilities. Reminder notices to switch off lights and fans at suitable location. Staff take care to switch of computers and printers during the closing hours. Machines in the laboratories are periodically maintained. LCD monitors are used in the labs to consume less energy. Most of the computer peripherals are modernized and updated. Classrooms are provided with sufficient ventilation and glass windows to ensure day light and proper air circulation so that the use of electricity can be minimized. ? Water harvesting Rain water harvesting is done and routed to the open well in the campus. A large open tank for fishes also effectively collects rain water. ? Waste Management Segregation of waste is practiced at all points in the campus. Kitchen waste is converted into compost and used as manure. Green certificate for saving 79 trees by ensuring the recycling of 4784 kilos for used paper through the WOW project.(for every 60kg recycled, a tree is saved)-Issued By ITC Ltd, WOW(Wealth out of Waste).

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Strategic planning for Institutional development Goal: To set out precise targets for continuous development, in every sphere of activity of the Institution - academics, research, collaboration with industry, entrepreneurship, infrastructural development, up gradation of facilities, placement, community outreach, and alumni relations to enable the organisation to adapt to the ever changing needs of the industry and the society. The Practice: The comprehensive planning exercise starts with formation of working groups called Strategic Planning groups. Strategic Planning Group (SPG) meets and analyses the current position of the institution – Strengths, Weakness, Opportunities and Challenges. An idealized or better situation is then visualized for future growth of the institution. A mission consisting of goals and values that will direct the course of action of the college is then drafted. Elaborate set of broad goal directions is prepared for the purpose strategies to be deployed for attainment of these goals are then chalked out through brain storming sessions. The strategies are then subdivided into small project objectives. These small projects are planned and organised in detail, inviting voluntary leadership and commitment to implement the project. Action plan prepared for each project ensures time bound execution of projects. The strategic planning document prepared acts as a guideline to take up projects in a prioritized manner. SPG's continues to function in its role of generating ideas, organising projects and recognising the work of volunteers. The planning group and sub groups meet regularly to monitor and evaluate the success of the implemented projects new projects are identified and implemented to march towards the vision of the organisation. 2. Title of the Practice: Campus Automation (Ecoleaide Software) Goal • To ensure transparent, effectual and faster operations pertaining to academic and administrative activities. • To bring efficacy in monitoring and control mechanism. • To ease information sharing at all levels. • To enable parents to keep track of the progress of their children. The Context: • In order to make student administration effective, the Institute has implemented educational institution management software named Ecoleaide. This system encompasses all the facets of academic and administrative management to ensure efficacy and transparency and provides a drive for strategic decision making. The Practice: • Entire processes of admissions are made online and stored in database. • Information on any student from the time of joining till leaving the college can be generated at any time. • The Ecoleaide contains personal information and academic details of the students enabling easy access by teaching and non teaching staff. • The information related to academics such as class attendance, test marks, end semester marks are updated regularly by the concerned faculty members for monitoring the academic progress of the students • Student fee information including semester fee, transportation fee, mess fees are updated in the system. At any point the finance department can track the status of fee payment and can generate reports. • Information of employees is also maintained and updated using Ecoleaide. • The Library Management System module under Ecoleaide ensures ease for search, issue and return of the text books, magazines, journals, and periodicals. The implementation of this module is under progress. 3. Title of the Practice: Effective Utilisation of Free and Open Source Software (FOSS) Goal: • To familiarize Linux operating system for faculties and lab staffs across the various engineering disciplines. • To provide training in various open-source software's used in the various departments of the college. • To help the office and administration staff in working with open-source software's like LIBRE Office. • To make everyone understand about the advantages of open-source operating systems and software's and to increase its popularity. The Context: Many organizations and universities are completely moving towards Linux operating systems and open source software's because of its multiple advantages. Open-source software's are freely available and their

source code can be customized. With this in mind a unique laboratory has been set up by the institution for familiarization and promotion of the use of various open-source software by its staff and students. Exposure to the large number of scientific applications in the open-source domain helps faculty to install and practice these tools in their own systems and train students on the same. Technical and non-technical staff members are also trained on productivity enhancement tools like LIBRE office available in the open-source domain, so that over a period of time, the same can be used for college administration and make some savings on the operational cost of the college. Many departments in the college uses a number of open source operating systems and software's like Redhat Linux, Ubuntu, LIBRE office, Latex, Perl, Python, SciLab, Eclipse IDE etc.To use each of these open source software's effectively, it is important to have proper training. The Practice: Every month the institution organizes workshops on open source technologies in the FOSS lab. All the interested employees attend these workshops. Hands on training is given in each software by experienced resource persons. Workshop on Linux Operating System and LIBRE Office is conducted Institution is planning to organize a workshop on Latex software to enable faculties from every department to write their research reports and thesis.

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/AQAR_2015_16/bestpractices2015_16.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 School of Engineering and Technology (SSET), promoted by the renowned SCMS Group of Institutions and established in year 2001 is widely acclaimed for its adherence to quality and excellence of uncompromising attitude to ethical principles. SSET is one among the first ten new generation Engineering colleges established in self-financing sector in Kerala in the year 2001. Spread over a 29-acre lush green campus, SSET offers Graduate and Post Graduate programmes in various streams of Engineering and Technology. Its meteoric rise as one of the topmost engineering colleges in India is due to several factors like its serene ambience, state-of-the art facilities and team array of highly competent, experienced and committed faculty. These along with the dynamic leadership, able guidance and the spirited support of its patron, Dr. G.P.C Nayar, the great visionary who had ventured to redefine educational standards in the light of the emerging challenges, has taken SSET to greater heights. One of the largest technology institutions in Kerala, SSET has been consistently ranked among the top engineering colleges in India by renowned national survey agencies. - The Week Magazine, June 21, 2015, 59th Rank National Level and 1st in State - Data Quest, May 31, 2015, 34th Rank among private Engineering colleges at National Level and 1st in State. - Outlook Magazine, July 7, 2015, 63rd Rank National Level and 1st in State - CSR- GHRDC (Competition Success Review) 44th Rank National Level and 1st in State - 3600- Career Magazine – 1st among private Engineering colleges State Level

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

• Networking and collaborating with national and international institutions of higher learning Effective interfacing and synergy with industries • Strengthening consultancy • R D and continuing education activities • Setting up research programmes • Achieving NAAC/ NBA accreditation • Maintenance renovation of

infrastructural facilities • Setting up of Physics Chemistry lab as per the APJAKTU syllabus • Setting up Fab Lab • Shifting of library completely into the Dr. Pradeep P Thevannoor Learning resource Centre and increasing no. of books, e-books, journals, e-journals and magazines. • To promote and enhance research activities