YEARLY STATUS REPORT - 2021-2022

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	**Dr.Praveensal C.J.**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**04842882901**
• Mobile no	**9446763487**
• Registered e-mail	**sset@scmsgroup.org**
• Alternate e-mail	**praveensal@scmsgroup.org**
• Address	**SCMS School of Engineering and Technology Vidya Nagar, Palissery, Karukutty, Ernakulam - 683 576 Kerala**
• City/Town	**Ernakulam**
• State/UT	**Kerala**
• Pin Code	**683 576**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**

• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**APJ Abdul Kalam Technological University**
• Name of the IQAC Coordinator	**Dr.Anitha G.Pillai**
• Phone No.	**04842882901**
• Alternate phone No.	**9446763487**
• Mobile	**9497775295**
• IQAC e-mail address	**sset@scmsgroup.org**
• Alternate Email address	**iqac.sset@scmsgroup.org**
3.Website address (Web link of the AQAR (Previous Academic Year)	
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.67**	**2016**	**05/11/2019**	**04/11/2021**

6.Date of Establishment of IQAC	**14/10/2016**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	**No File Uploaded**

9.No. of IQAC meetings held during the year	5
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Nil	Nil

13.Whether the AQAR was placed before statutory body?	Yes

• Name of the statutory body

Name	Date of meeting(s)
SCMS Board of Management	30/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	Nil

15.Multidisciplinary / interdisciplinary

SCMS Water Institute (SWI) was established in 2010 to address the water related environmental problems affecting society by focusing on the aspects related to urban water security & management through multidisciplinary efforts. SWI offered expertise on the areas like water quality monitoring & assessment; environmental modelling; water auditing; remote sensing & geographic information systems; policy development; eco restoration & watershed management; design of water & waste water treatment units; rainwater harvesting; water distribution network analysis; storm water management. As on date we provide continuous support to local self-governments in Kerala, Kochi Municipal Corporation, Thrissur Municipal Corporation, Guruvayur Municipality, Meloor Grama Panchayath, Koratty Grama Panchayath, Kochi Metro Rail Ltd (KMRL), Cochin International Airport Ltd (CIAL) and various academic institutions in Kerala to address their environmental

challenges. Students from various departments of SCMS School of Engineering & Technology voluntarily work with SWI to get exposure on real life projects. A state of the science environmental engineering laboratory at SSET is currently facilitating the research and consultancy works of SWI. We initiated to develop cost-effective & innovative inventions through a faculty-student partnership model using the existing facilities at SSET, that could better equip the COVID-19 frontline workers to fight the pandemic.

16.Academic bank of credits (ABC):

As of now, the Academic Bank of Credit system is not integrated into the curriculum and we do not have an option for a credit bank. But the students do have an option of gaining credit and additional credit points within the curriculum. Students pursuing a B.Tech degree can earn a total of 180 credits under the 2015 curriculum and 160 credits under the 2019 curriculum. In addition, 2 credits can be earned as part of the mandatory activity points. An additional 20 credits each can be obtained by choosing honors and minors during their graduation, which they can opt from non-departmental as electives. Of which, they are liable to account for 8 credits through MOOC courses such as NEPTL, Coursera, and SWAYAM. Apart from their main stream of education, knowledge imbibed through online and minors enriches their employability skills also. The modern era is driven by digital technology, and the internet and World Wide Web have influenced the entire globe. Being up to date on the latest techniques and technologically savvy allows the learner to be more career-focused.

17.Skill development:

The Institution devotes much of its time to render value education to students through various courses like Life skills, Professional Ethics and Constitution of India. Environmental sustainability education is also offered by the institution, which helps prepare students to create an awareness of ecological balance without depleting natural resources. The courses like Introduction to Sustainable Engineering, Environment and Pollution, Air Quality Management, Environmental Engineering I, Environment Impact Assessment, Environmental Engineering II, Municipal solid waste management, Disaster Management, Environment Impact Assessment, Sustainable Engineering, Disaster Management helps students to think about social and environmental problems enabling them to work to preserve the environment and modify behaviour to accomplish a sustainable world. The course Life skills enables students to learn competencies related to mind and people that provide the means for an individual to be resourceful and positive while taking life's vicissitudes and Professional Ethics is a study of ethical principles and of ethical problems in personal and professional life. Constitution of India focuses on the themes of Human Values and Ethics, it teaches general awareness about the Union and State, Public Services and Administrative Tribunals imparting Human values in the budding professionals.

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

As a university affiliate, we are obliged to strictly adhere to the curriculum's norms and regulations. University exams and the assessment procedures for students are in English. So, a mixed approach of both English and vernacular language is feasible for teaching and learning process. As our faculty members are from Kerala, students benefit more from the process of learning and unlearning. Apart from classroom learning, online education also allows them to expand their knowledge in both languages. Teachers have already engaged themselves in contributing to translate NPTEL courses into the regional dialect, Malayalam language, which imparts more subject knowledge to students. The combination of both languages enables students to comprehend their subject knowledge with the assistance of teachers.

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

Outcome Based Education (OBE) framework is used to fix the outcomes expected from students at the end of the programme and also in their career. Ways and means for attaining these outcomes are devised by the institution & departments. Through a process of predefined evaluation, feedback, corrective measures, and continuous improvement, we optimize the student-centric teaching learning process. Our initiatives align with NEP and OBE frameworks, which encourage students to be productive and contribute to nation building through their own innovations and contributions. Since SCMS School of Engineering and Technology is an affiliate to Kerala Technological University (KTU), it's a tier-II institution under OBE frame work of NBA. We adhere to the OBE frame work, by evaluating both quantitatively and qualitatively the different predetermined outcomes such as course outcomes, programme outcomes and programme specific outcomes throughout the entire process. To establish the correlation between a CO to certain - POs and PSOs, the degree of closeness of each CO towards those POs and PSOs are identified. NEP enhances the educational system to recognize, identify and foster individual students to mould them with required skill sets. We maximize curriculum flexibility by allowing students to choose courses within programmes .

20. Distance education/online education:

After the initial chaos of the pandemic, SSET decided to resume the teaching/learning process remotely. The announcement was made through the official website and communicated with the students and parents through the class coordinators. As an initial step towards remote learning, it was decided to create digital learning resources, both textual and visual, for the course contents to continue the previous classes. These course contents were communicated to the students through Google Classroom. The academic council took care of the whole procedure, ensuring that all courses were assigned within Google Classroom and the entire students of the respective classes could access the learning

resources. After posting the contents, teachers carried out discussion sessions with the students through different online conferencing platforms, including Google Hangouts Meet, Google Meet, Microsoft Team, WebEx, Zoom, etc. This flipped mode of teaching/learning is adopted for a while, and later teachers started presenting the course content through the conferencing platforms and then posted the resources in the Google Classrooms. Student satisfaction on the remote teaching/learning process is evaluated, and corrections were made wherever necessary.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	15

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1345

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	189

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	346

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	132

File Description	Documents

Data Template	View File

3.2 Number of sanctioned posts during the year	132

File Description	Documents
Data Template	View File

4.Institution	

4.1 Total number of Classrooms and Seminar halls	62
4.2 Total expenditure excluding salary during the year (INR in lakhs)	440.42227
4.3 Total number of computers on campus for academic purposes	534

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through a well-planned and documented process by following a set of guidelines and protocols. The institution adheres to the curriculum provided by KTU by following the KTU academic calendar, Institution and department academic calendars, and Plan of Action. This ensures that the curriculum is being planned and delivered by each course advisor, according to the standard set. The institution follows the outcome-based education. Hence, the course advisors map all course outcomes (COs) to Program Outcomes (POs) and Program Specific Outcomes (PSOs). This ensures that students acquire the necessary knowledge, skills, and attitudes as per the program requirements. Faculty are regularly trained on effective pedagogical principles, ensuring that teaching methods are effective and efficient.

Each course is well-documented through course files and course diaries updated regularly in LINWAYS Academic Management System, ensuring that all information regarding the course planning and delivery is available to students, faculty and auditors. Institutional level internal audits and external KTU audits ensure effective curriculum delivery and documentation.

Overall, the institution follows a well-planned process to ensure effective curriculum delivery, which includes adherence to

academic calendar, curriculum delivery based on pedagogical principles, and ensuring documentation through LINWAYS Academic Management System.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**Nil**

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

Institution academic calendar is prepared, every semester, based on KTU Academic Calendar. It contains the planned dates for start and end of course, continuous internal evaluations, audits, and other activities. Institution adheres to this academic calendar and is verified at all audits. A quarterly review of the adherence to academic calendar is done at Plan of Action (POA) meeting.

Continuous internal evaluation includes two series exams conducted at the institutional level by Institution Exam Cell. Question paper framing and scrutiny is done at the department level by course advisor and subject experts respectively and submitted to the exam cell. Exam Cell publishes an exam schedule and invigilation duty list. The exam cell conducts the exam as per the published exam schedule and answer copy evaluation is completed in a time bound manner and returned to the students. End-semester KTU exams are also conducted by Exam Cell under the supervision of KTU. For the KTU end-semester exam the Exam cell publishes the invigilation duty schedule, plans seating arrangement, downloads and prints question papers and uploads the absentee list and Malpractice in KTU portal. IQAC conducts internal audit and KTU conducts external audit of all the exam cell processes and documents.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. **Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**	**A. All of the above**
File Description	Documents

Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	**View File**
Minutes of relevant Academic Council/ BOS meetings	**View File**
Institutional data in prescribed format (Data Template)	**View File**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

9

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**View File**
List of Add on /Certificate programs (Data Template)	**View File**

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

1018

File Description	Documents
Any additional information	**View File**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**View File**

1.3 - Curriculum Enrichment

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

The curriculum has a course PROFESSIONAL ETHICS (HUT200), which deals with Engineering Ethics & Professionalism. The course also has a module dedicated to Human values. This course, which also

teaches about global ethical issues, lays a foundation for students to reflect on crosscutting issues relevant to Professional Ethics and Human Values. Students are also sensitized about professional ethics when they take membership in Professional societies.

Third semester course SUSTAINABLE ENGINEERING (MCN201) have modules on Sustainability practices, Environment pollution and Environmental management standards like ISO 14001:2015 frame work and its benefits, which inform the students on issues relevant to Environment and Sustainability. DISASTER MANAGEMENT (MCN301) taught in fifth semester teaches about environment disaster and its management. Activities of NSS unit also target environmental issues.

Institution takes effort to constantly sensitize issues relevant to Gender. The student leadership roles in the college are decided with an effort to maintain gender balance in the leadership. College union also have certain position reserved for female candidates. Programs sensitizing issues relevant to gender and other crosscutting issues are conducted every year.

Courses relevant to crosscutting issues are included in the OBE framework with mapping to POs and hence reflect in the graduates' attitude and work.

File Description	Documents
Any additional information	**View File**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**View File**

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

67

File Description	Documents
Any additional information	**View File**
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	**View File**

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

1116

File Description	Documents
Any additional information	**View File**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**View File**
Any additional information	**View File**

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

405

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

47

File Description	Documents

| Any additional information | **View File** |
| Number of seats filled against seats reserved (Data Template) | **View File** |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students are classified into various groups based on their performance in the Continuous Internal Assessments and end semester examinations. Advanced learners

- Bright students are motivated and given guidance to improve their CGPA
- Toppers from each class are awarded with prize in a public meeting
- Advanced learners are motivated and guided to present papers in seminars and conferences,
- Participate in technical fests/ quiz/ research level projects, and get involved in R&D activities of the institution.
- Bright students are motivated to participate in competitive exams such as GATE Slow Learners
- Students with academic performance lesser than 45% are identified as weak students. They are monitored and mentored to improve their academics.

Slow learners are given personal attention by the faculty.

- The faculty advisors and subject teachers provide the slow learners and students at the risk of drop out psychological Support and counselling when the situation demands for the same.
- Remedial classes are conducted. Peer partnership is also practiced.
- Parents are kept updated on wards performance
- Representatives from weak students are included in class committee to share their opinions
- Study materials and question banks are prepared to improve their academic performance

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1345	132

File Description	Documents

Any additional information	**View File**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Some innovative teaching methods adopted in the department are:

Work based learning Work based learning provides students with real life experiences to develop academic and technical skills. Innovations in instructional delivery and methods Faculty use working models to demonstrate concepts to students. Peer learning process In order to cultivate collaborative learning among students, group assignments and discussions are carried out. The students develop peer support skills and communication skills through these activities. Online courses NPTEL videos/ MOOC courses/webinar sessions are made available for students for the purpose of progressive learning. Site Visits: The students are given opportunity to work collaboratively with the industries. Students gain technical knowledge through experiential learning. Google Classrooms: Faculties use google classrooms for sharing of notes, assignments and question banks. The students can view, download and use notes from the online platform. Kinesthetic learning: Students are made to develop posters, models of topics related to subject. The faculty then address the gaps in the learning. Inquiry based learning: The faculty encourages students to take up a case studies and then to address it using evidence-based approach. Competency based learning: Students are made to answer quizzes or to do small projects for better understanding the subject.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Institute encourages faculty to use ICT enabled tools for the best outcome of the Teaching-Learning process. Access of course materials:The educators are encouraged to provide the course materials in the form of pdfs, videos etc through cloud platforms like Google Classroom and Learning Management System (https://sset.linways.com/). This enhances the availability of the materials and students can learn at their own space and pace. Online digital repositories The SSET library named as Dr. Pradeep P. Thevannoor Learning Resource Centre (https://www.scmsgroup.org/sset/ppt_learning_center) is one of the best self-financing engineering college libraries in Kerala, offering 15 high- end systems to access e-Resources. Students and faculty members can access these resources through linways portal. The entire listing of the e- Resources is available at the link https://scmsgroup.org/sset/e_Resources Online/cloud based academic management systems. The campus management system

https://sset.linways.com/ is a full-fledged system with facility to share learning materials with students and also to receive the assignment works from the students. Teachers use tools such as Google Forms, Classroom, Kahoot, Mentimeter and Google Colab for interactive project-based learning. Making use of computers, projector devices etc. Teachers use internet-enabled computer laboratories for interactive quizzes and hands-on sessions, projector devices for visual communication, and seminar halls for knowledge sharing.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

132

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

132

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

36

File Description	Documents
Any additional information	**No File Uploaded**

List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	**No File Uploaded**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1165

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The evaluation reforms of the university are followed strictly by faculty and monitored by Principal. At the beginning of semester, faculty members prepare the courseplan which includes internal evaluation components for each course. Details of assessments like assignments, classtests, internal exam etc. are included in course plan and suitable rubrics are planned for evaluation. Academic schedule is published at the beginning of the semester and internal examinations are conducted under the supervision of a senior faculty in charge. After evaluating each assessment, hard copies of the scripts are returned to the students and evaluation marks are visible in Linways portal (LMS). Attendance is displayed on notice boards and LMS regularly. The Institute conducts two internal tests per semester as per the regulations of University. A question paper scrutinizing committee is formed at the commencement of the semester, and the question paper, scheme and evaluation key are prepared by the subject faculty in-charges. Question paper cognitive level is determined by the committee, and the paper will be accepted if the level is 100 or above. If quality of the question paper is not satisfactory, the committee gives it for re-work and the corrected question paper is verified by the course chairman.

File Description	Documents
Any additional information	**View File**
Link for additional information	**Nil**

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

The institution deals with utmost concern any issues related to the Grievances regarding examinations. Ensuring transparency in internal assessment Process: Internal assessment is broken down

into components like written tests, assignments, and attendance. The number of each components and its weightage is known to the students before the start of the semester. Time Bound valuation of Answer Scripts and its Distribution: The answer papers of internal tests are valued and returned to the students on time. Compiled Internal Marks Publication and Attendance: Once the CIE is completed, the compiled internal of all courses are published in the noticeboard. A minimum notice period is given to students before it is finalized and uploaded in the university portal. The notice period provides enough time for the students to redress their grievance, if any. Progress reports are made available to the parents through the LMS Examination Cell: The examination cell is responsible for conducting university examinations and investigates complaints from students regarding issues like out-of-syllabus questions, printing mistakes etc. Grievances related to internal exams are resolved by the respective faculty, and if students are not satisfied with the faculty response, they may represent it to Disciplinary Action Committee. All representations are taken positively.

File Description	Documents
Any additional information	**View File**
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Program Outcomes as defined by the National Board of Accreditation (NBA) has been adopted and is common for all UG programs. In 2019 curriculum university has stated and provided the course outcomes. For 2015 curriculum the course outcome for each course were stated and defined by faculty within the institution and vetted and approved in Program assessment committee meetings. Every department has its Program Educational Objectives, Program Specific Outcomes, Program outcomes, and Course Outcomes stated clearly and the same is disseminated in the following ways: ☐ Institution website ☐ Department notice boards ☐ HOD Rooms ☐ Laboratories ☐ Classrooms and corridors. ☐ Faculty cabins ☐ Course Plan

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Course outcomes are defined at the start of the Academic Year and are reviewed by the Programme Assessment Committee (PAC). For the 2015 scheme of B.Tech degree, Course Outcomes are mapped to the

Program Outcomes (POs) and Program Specific Outcomes (PSOs). From 2019, the same are provided by the affiliating university. Assessment of COs is done through various assessment methods, such as internal exams, assignments, class tests, rubrics, and selected topic presentations. The end semester examination (ESE) is conducted by the affiliating university common to all the affiliating institutes, and the final marks awarded for a course are out of 150 out of which 100 marks are from the ESE and 50 marks from internal assessment. The CO attainment is calculated from the course exit survey, and the PO attainment of all the courses for a graduating batch is consolidated for the calculation of overall PO/PSO attainment in the program level. Program level PO/PSO attinment through indirect method is calculated as the average of the attainment obtained through various surveys and Co-Curricular and Extra-Curricular Activities. Finally, the overall PO/PSO attainment in program level is calculated as weighted sum of 80% direct PO attainment and 20% indirect PO attainment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

244

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

Nil

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

19.45

File Description	Documents
Any additional information	**View File**
e-copies of the grant award letters for sponsored research projects /endowments	**View File**
List of endowments / projects with details of grants(Data Template)	**View File**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

9

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

4

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

Innovation Ecosystem represents a dynamic framework designed to cultivate an environment of collaboration, creativity, and progress. By leveraging cutting-edge technologies, this model serves as a catalyst for innovation, promoting the exchange of ideas, knowledge, and resources among diverse stakeholders. Through its multifaceted approach, creation of innovation ecosystem is emerged as a driving force behind transformative breakthroughs, paving the way for a brighter future of our students. In SCMS School of Engineering and technology, the IQAC forms the core of our innovation ecosystem. The IQAC directs various groups such as IEDC, IIC and IPR cell to foster innovations in our institution.

Innovation Ecosystem is built on the principle of collaboration, bringing together stakeholders from academia, industry, government, and communities.. This collaborative spirit fuels co-creation, where diverse talents converge to tackle complex challenges, accelerating the pace of innovation.A MoU was signed with DAFF'ODIL INTERNATIONAL UNIVERSITY, DHAKA, BANGLADESH to promote the exchange of students, faculty, research education and academic culture. SCMS Group of Educational Institutions signed a Memorandum of Understanding with Hung Kuang University, Hung Kuang University is one of the top ranked Universities in the field of Health, Biomedical Engineering and Information Systems in Taiwan.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

18

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

9

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

32

File Description	Documents

Any additional information	**View File**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

19

File Description	Documents
Any additional information	**View File**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension Activities serve as valuable opportunities for individuals to explore new avenues of growth and development beyond the confines of traditional learning a revolutionary educational framework, embraces the significance of extension activities in fostering holistic learning experiences. By integrating extension activities into its curriculum, which empowers students to unleash their potential, cultivate critical skills and cultivate a lifelong love for learning.

Therefore, to provide students with exposure to the society and also to help them unleash their knowledge to the goodness of the society. The NSS Unit of SSET has organized various extension activities, which includes Mission Clean at PuthuVype beach in association with Kerala Hotel ans Resident Association Resoy and Sternum Asia.Our NSS also participated in Karshikolsavam organized by Karukutty Gramapanchayat to encourage students to enhance their knowledge in agriculture and also for the implementation of new technology in agriculture by students.Our SSET NSS unit also participated in Kalimuttam Orukkam along with Kudumbasree for the initiative of cleaning St.Joseph's LP School Nalukettu and renovated Anganwadi in Karukutty Grama panchayath.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The institution has 55 classrooms of which 47 classrooms are provided with ICT facilities. Tutorial rooms are present in all blocks for conducting tutorial classes, remedial classes, minor and honors classes. There are 8 seminar halls, with 6 of them provided with ICT facilities. There is an auditorium of 1550 m2 area with a seating capacity of 2500. An open-air amphitheater, 705 m2 area and an atrium is also present. There are 36 Laboratories institutions and laboratories are equipped with adequate number of equipments and machines. The Centre for Robotics houses Fablab, Robotics lab and an IoT lab where students from various disciplines carry out innovative projects.

Students are allowed to carry out design projects and major projects other than normal laboratory classes in different time slots in laboratories. A language laboratory has been set up with

the software Learn Soft to provide a self-paced, interactive learning environment. New enhancements are made to existing infrastructure as and when need arises. Library is well stocked and subscribes to 124 hard copy Journals and 5 e – journal data base with access to around 10000 e-journals and has 37840 books. The library remains open for twelve hours on all working days .

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

Sports facility for students has been made available in the campus. A dedicated Assistant Director, Physical Education is available to take cater to the interest of the students. Outdoor games available for students are football, cricket, cricket net practice, badminton, volley ball, hand ball and basketball. The indoor games provided by the college are carroms, chess and table tennis, which are separately facilitated for boys and girls.

1. Indoor badminton stadium with 4 badminton courts

2. Indoor Auditorium also comprises of 2 Table Tennis courts Practices for Kabaddi Men's and Women's team are also being conducted inside the Auditorium.

3. A Basketball court

4. High-quality Cricket nets

5. An outdoor volleyball court of 18m x 9m which is made of mud, ensures good practice sessions.

6. College football ground is located within 1km radius of the institution. Our football ground is a 9's football ground with a dimension of 60m x 40m.

7. The total 22 acres of campus grounds provide enough space where athletics and other games can be conducted.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

52

File Description	Documents
Upload any additional information	**View File**

Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	**View File**
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	**View File**

4.2 - Library as a Learning Resource

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

The Central Library has a carpet area of 2309 m2 with 1200 m2 earmarked as reading space with a seating capacity of 190. The library is available for the use of the students and staff for 12 hours on all working days and 7 hours during Saturdays and vacations. All library functions are automated using the Linways Library Management module of our campus software. Some major services and facilities provided to users through our Library Management systems are: library book check in / check out facilities, book search facility subscribed e-resources database links and remote access details, links of other important e-resources for the benefit of students and staff are available through the 'E-Journal links of our LMS. The users can also access the previous year's question papers, syllabus etc. through the 'Digital Library' link of the Library Management System.

Online resources like IEEE, ASME, ASCE, J-Gate, EBSCO EBooks, DELNET, NPTEL, NDL, SSET-NDLI CLUB. SWAYAM, MIT Open Courseware As the e-journals access is IP based, the stakeholders can take benefit of this facility from anywhere on the campus at any time. All these resources are available for access to the students/staff through the library module in a single window.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership	A. Any 4 or more of the above

e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	**View File**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

15.15

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**View File**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

File Description	Documents
Any additional information	**View File**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

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

IT facilities of SCMS School of Engineering and Technology have been updated on regular basis. Also, new IT equipments have been purchased as per the requirements. Currentlythe internet facility is being updated by the procurement of BSNL Internet with 200Mbps network bandwidth and an additional 100 Mbps internet facility from Kerala Vision, also has been added as a back-up internet facility. 2 Cannon LBP 2900 have also been added to the facility.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

733

File Description	Documents
Upload any additional information	**View File**
List of Computers	**View File**

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The Institution has an excellent infrastructure with well-defined guidelines for maintaining and utilizing physical, academic and support facilities. The upkeep and maintenance of physical and support facilities are ensured by Maintenance department. Regular suggestions are being taken from faculty and staff which is reviewed periodically. There is a provision for students to raise such grievances through grievance cell as well. Budget is allotted annually for maintaining physical and academic support facilities. The infrastructure planning and upgrading invariably takes into consideration the priorities and requirements of various departments. Learning resources like library books, journals, computers and laboratory equipment are planned and procured as per AICTE/KTU norms.Neat and clean classrooms are allotted for every batch.Every lab is assigned with a faculty-in-charge and a lab

staff-in-charge. Lab staff-in charge is responsible for proper upkeep of stock on a day-to-day basis.Stock verification is done by this team at the end of every semester as well when there is a change of person-in-charge. Minor repairs if any during the course of semester are done by using the facilities and expertise available within the campus. For major urgent repairs the same is brought to notice of Purchase Manager, which is dealt withimmediately.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

164

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

685

File Description	Documents
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills	**A. All of the above**

Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

902

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

902

File Description	Documents
Any additional information	**View File**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

260

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**View File**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

21

File Description	Documents
Upload supporting data for student/alumni	**View File**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**View File**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

13

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

5

File Description	Documents
e-copies of award letters and certificates	**View File**

Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The student council is a non-political forum that provides opportunities for students to develop their social and cultural life and interests. Student council has elected representatives from various departments and is ably guided by teaching faculty members. Student council is responsible for conducting celebrations such as Onam, Christmas, technical, cultural and sports meets. There are also student representatives in academic/administrative bodies such as ICI Chapter, IQAC, Hostel Committee, Mess Committee, Welfare Committee, Grievance Redressal Committee and SC/ST Monitoring Committee. The student council also aims to introduce awareness of the various disciplines of engineering and other relevant fields. Students are part of professional bodies and department associations which play a vital role in the development of students in engineering.

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

CSI Students' 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

Department Associations

Tinkerhub Chapter

ASAP Cell

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

7

File Description	Documents
Report of the event	**View File**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**View File**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

SCMS Alumni Association registered in 2017 is an umbrella organization coordinating many alumni chapters both national and international. The Alumni association supports 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. SSET has a wide network of alumni who are occupying coveted positions in various organizations in India and abroad. The administration of the SCMS Alumni Association is vested with the Executive Committee consisting of the President, Secretary, Treasurer, Vice President and Joint Secretary and six members. The Committee is responsible for the affairs of the Association. The registered office of the Association is SCMS Campus, Prathap Nagar, Muttom, Aluva. SSET alumni have played an important role in the institution's growth and development, with a formal structure. Alumni meets are conducted regularly at Bangalore, Chennai, Delhi, Dubai, Hyderabad, Kochi and Mumbai. Alumni meets provide a great opportunity for alumni to reconnect with classmates, network with fellow alumni and meet their faculty members which in turn strengthens the ties between SCMS and alumni across different parts of the globe.

File Description	Documents

Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Top management has adopted a participatory role in efficiently and effectively achieving the well formulated vision and mission of the institution. The systematic planning process for effectively translating the institution's vision into specific goals and objectives is kept transparent to achieve positive results in improving the overall functioning of the institution. Broad action plans and related operational instructions derived for the purpose is incorporated into the institutional strategic plan. Faculty have their representation in administrative and academic bodies of the institution. Besides, all committees constituted by the Principal are mandated to have teacher☐representatives to foster collaborative administration. Periodical meetings at Department level, meeting of Principal with the Heads of Departments, with faculty of various departments and entire faculty of the institution are held to review the planning from time to time. Reviews and feedbacks from various stakeholders; students, parents, employers, industry, and alumnae are considered for evaluating the effectiveness of the policy decisions. For smooth administration of the college various committees have been formed. The committees meet at regular intervals to take decisions accordingly. Heads of the departments are given free hand to control their academic activities in coordination withthe principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

SSET practices a participative management approach by empowering the faculty members and operational staff in various governing administrative roles. Academics: The heads of various departments have been delegated the authority to take administrative decisions for their respective department after consulting the Principal and Deans for smooth functioning of the Institution. For the various programs to be conducted by the institute all the staff members

will meet, discuss, share their opinion and plan for the event and form various committees involving students and coordinate the same. Faculty members are also involved in deciding academic activities and examinations to be conducted by the college. The management through the Head of the Institution encourages and supports the involvement of the staff in improving the effectiveness and efficiency of the institutional process as also in the overall development of the students and the college. Administration: The principal, Deans, HODs and staff members are involved in defining the policies and procedures, framing guidelines and rules regulations pertaining to admission, placement, discipline, grievance, counseling, training development, and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute's quality policy is well conveyed from its vision and mission statements. The Institution has strategic action plan aimed at providing guidelines to ensure achievement of predetermined goals of the institution. Both short term and long-term goals are identified. Short-term goals are set at department level focusing on admissions and selection, academic system, faculty excellence, student outcome and institutional sustainability. The management gives strategic direction for the growth and development of long-term strategies. Academic excellence, consultancy, research, innovation and extension activities had been among the thrust areas identified and received significant impetus during the last five years. Key Indicators: APJAKTU to which the college is currently affiliated was established in 2015 and all engineering colleges in the state became under this University. The institution has been able to consistently remain among the top 15 colleges in all semester results published by the university. Increased consultancy activities carried out for local self-governments and government organisations National & International awards received for innovation. 3 Patents published during the period Faculty pursuing and completing Ph. D Increase in number of paper publications Extension activities carried out for and with support of Government organisations and recognitions received

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has always strived to provide quality and inclusive education with the help of its stakeholders. The College practices a participative management, which enables development of directives and guidelines with specific plans for implementation by aligning the academic and administrative aspects to improve the overall quality of the College. The governing body has a participative decision-making process and functions through its executive arm, the Board of Management (BoM). The role of the BoM is Scrutinizing suggestions from Principal and give approval for implementation of action plans and various activities supporting the realization of strategic objectives. Identifying and mobilizing resources required for program implementation. Approval of budget and budgetary allocation for various programmes and activities. Scanning of environmental changes affecting the functioning and progress of the institution and assessing market potential for new opportunities. There is a well-designed organizational structure which delineates the roles and scope of work at various levels and acts as the conduit for communication and effective and efficient management of the institution. Qualities of leadership and administrative efficiency transcend to every level of the institution's management. Emphasis is given to collective leadership and transparency in communication. Both formal and informal meetings are held periodically.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

SSET has effective welfare measures for teaching and non☐teaching staff with avenues for career development. For teaching faculty: Ph. D leave, 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, Onam & Christmas vacation 10 days each, Incentive for research publication; 180 days maternity leave with pay are provided. For the staff members: Employees Provident Fund, 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 are provided. A family get together is arranged annually on 23rd January, our Founder's Day. Management ensured full salary on time to faculty and staff during lock down period. Work from home facility was provided during pandemic times to keep faculty and staff safe. Vaccination drives were organised to provide free covid protection vaccines to staff, spouse and their children above 18 years.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded

Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

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

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

The appraisal system implemented in the year 2016 aims to appraise the faculty performance on their specific roles viz, the Teaching Role, Research and Scholarship Role, Service Roleand the Administrative Role together with HOD/Principal Review and also the overall performance review by the Corporate Office. Annual Performance Appraisal comprises of four levels: Part I- Self Assessment/Self-Appraisal: The faculty members themselves rate their performance for the appraisal year. Part II. Appraisal by HOD: HOD evaluates the performance of the faculty based on self-appraisal done by faculty members and their own evaluation of the performance of faculty. Part I and Part II ofFPADSis designed to match the UGC PBAS system. This enables a better mode of evaluating department faculty members as well as to quantify the performance. The appraisal form is divided into three main categories. ·Teaching, Learning & Evaluation related Activities ·Co-curricular, Extra-curricular, Professional development related Activities ·Research, Publication related Activities Part III. Appraisal by Principal: The Principal /Director appraise the performance of the faculty member based on the self-appraisal, comments of HOD and students' feedback and also contributions in service and administrative areas. Part IV. Corporate Office Review/ Director SSET – Final review is done at the Corporate Office.

File Description	Documents
Paste link for additional information	Nil

Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

SCMS Group has a centralised finance department which manages the finances of each institute. The finance department reports directly to the management. SSET maintains separate accounting for internal control purpose. The institute has the system of internal / concurrent auditing and the internal auditors perform the audits of accounts regularly. They submit the internal audit report to the management regularly and management will initiate corrective and preventives steps to ensure the effectiveness of accounting and the systems in operation. The institute has a mechanism of external audit carried out by the external auditor once in every year. In case of external audit, accounts of the institution are audited by chartered accountant. The auditor verifies all the receipts, expenses bills, payments of the institute for each financial year. Any queries, in the process of audit is attended immediately along with the supporting documents within the prescribed time limits. The auditor ensures that all payments are duly authorized after the audit and the report submitted to the management for review. No major any major audit objection has been raised during the preceding years. Finance department ensures utmost confidentiality at the same time transparency in governance and fund management mechanisms.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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

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

Fund mobilisation The institution meets most of its financial requirements from fee receipts and accumulated surplus. Apart from this bank loan taken by the SCMS group is also a source of fund for additional requirements where ever necessary especially in capital investment. The fee collection is done by finance department as a centralized function. The management team will validate the resource request received from functional heads and ensure adequacy of allocated funds. Budget Allocation and adequacy Before the commencement of every financial year, principal submits budget proposal, by considering recommendations made by the heads of all the departments, and various units to the management. Previous year's income & expenditure, business environment, previous and current bottlenecks, availability of funding, department expenditure forecast, revenue forecast and capital expenditure forecast are also taken into consideration while finalising budget. The forecasted funds are distributed against expenditure head based on the functionality and necessity. Utilisation of Allocated funds Adequate financial management control system is practised to ensure utilisation of allotted funds. Budgetary control techniques are used to monitor proper utilisation of funds. Actual expenditure against the allocated funds is monitored on a periodic basis and reasons for variance are evaluated by the top management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

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 is as below: Personality Development Programmes Students of all Departments were provided PDP online by external agencies Timely conduct of academic audits as prescribed by the University Due to covid the whole process had to done at institution level and reports submitted to the university for approval. More activities to develop incubation centre develop start up eco system Setting up of Ideation and Prototyping Centre. Ideation and Prototyping Centre, a new initiative aimed to foster design and development skills among students was inaugurated in July 2020. The centre is equipped with all modern amenities to convert all viable ideas into prototypes. The centre is all set to expand its horizon in sync with the India government's schemes such as Make in India and Digital India.Starting of new UG programmes Two new UG programmes were approved by AICTE & KTU Streamlining the shift from offline to online education and ensuring effectiveness – including conduct of classes and conduct of examinations Various procedures and strategies were evolved to ensure that academics do not get disrupted. The academic results

obtained were at par with when classes were offline due to the concerted efforts of the teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Online classes and continuous internal assessments were taken up online without in any way affecting the quality of education.

Mentoring was taken up online to ensure constant support to the students.

Research projects and consultancy activities continued unhindered. Significant human centric innovative projects were carried out.

Extension activities were carried out when the pandemic subsided. Conferences/ workshops/ seminars/ alumni interactions were held online.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Policy Development: Institution developed and implemented policies that promote gender equity, such as equal opportunity policies, anti-discrimination policies, and policies supporting work-life balance.

2. Gender-Sensitive Hiring Practices: Institution establishedguidelines and practices to ensure fair and unbiased hiring processes, including promoting gender diversity in the workforce, addressing pay gaps, and reducing gender-based discrimination.

3. Training and Awareness Programs: Institution conducted training sessions and awareness programs to educate employees and students about gender bias, sexual harassment, and the importance of diversity and inclusion in the workplace.

File Description	Documents
Annual gender sensitization action plan	**nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	**View File**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management

- A functional Effluent Treatment Plant (ETP) using MBBR technology has a waste water capacity of roughly 1 lakh liters. The college is successfully irrigated using purified sewage water.
- A portion of the treated water undergoes further treatment using reverse osmosis and UV as a demonstration unit for

students to understand how waste water can be treated to drinking water standards.
- Every day, the canteen produces 200 kg of food trash and 30 kg of vegetable waste, which are both given to a nearby pig farm.
- Mixed paper wastes and recyclable plastics that amount to a total of about 4.5 ton per year are sent to a company named Plan@India for recycling.

Hazardous Waste Management

- Hazardous waste generated is almost nil.
- In the case of chemicals used in practical classes disposal to drains is done in dilute form and that too is kept in minimum.
- Chemicals are purchased after proper calculation of required quantity to save expiry and subsequent disposal.

E-Waste Management

- Old computers and other wastes generated from the electronic equipment's are sold as scrap to authorized vendors. Old computers are also replaced with new computers.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**View File**
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Any other relevant information	**View File**

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**View File**

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**View File**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Policy documents and information brochures on the support to be provided	**View File**
Details of the Software procured for providing the assistance	**No File**

	Uploaded
Any other relevant information	**View File**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution believes in the equality of all cultures and traditions and is striving to make an inclusive environment a reality. The initiatives are designed for imparting better education, economic upliftment of the needy and fosteringcommunal harmony. Human value education is a planned educational programme that aims to provide quality of life and sustained development in society by providing direction and firmness to life, bringing behavioural changes toward positivism, and promoting peace and harmony in individuals and society. The Institute provides ample opportunities for faculty and staff also to showcase their talents. During Onam, Christmas Celebrations staff and students put forward their programs in singing and dancing. Every year on November 1st, students and staff members dress up in traditional attire and celebrate Kerala Piravi Day to promote religious harmony and secularism.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**No File Uploaded**

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

SSET enlightens the students and employees about constitutional obligations regarding citizens' beliefs, rights, duties, and responsibilities, by empowering them to act responsibly as citizens. We equip students with the knowledge, skill and values that are necessary for sustaining one's balance between a livelihood and life by providing effective, supportive, safe, accessible and affordable learning environment. Every year on 26th November, we celebrate Constitution Day. It marks Constituent Assembly's adoption of India's Constitution post-independence and the Preamble is read aloud in class to encourage student's comprehension of their constitutional rights.SSET's NSS and H2O units gears up many activities and projects to instill constitutional obligations among students by enriching their values, rights, duties and responsibilities as citizens. There are several activities initiated like Punarjani (repairing the damaged and out- of-use furniture and other health-care facilities at government hospitals across the State), visit to old age homes, orphanages, nearby government school's upgradation. Flood Relief Work-Electrification work (The technical skills of students were used in a productive way to produce great results), Thai Veru (more than 50 bamboo saplings were planted at Konnakuzhy in Pariyaram Grama panchayat near Athirapilly), Make My Floor (post

rehabilitation works in Santipuram Divine colony after the devastating floods).

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**View File**
Any other relevant information	No File Uploaded

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

National/International memorial days are commemorated and recognized on a regular basis at SSET to promote unity and a healthy working environment, as well as to educate students about their country's pride and rich cultural history. Celebration of cultural and constitutional festivals has become an integral part of college co-curricular activities, which has become instrumental in developing today's youth. Staff and students gather to commemorate these days, and students learn about various cultures, which aids their cognitive perception of India. Republic day, Independence Day, Constitution Day, Gandhi Jayanti, Rashtriya Ekta Diwas are celebrated to decode the spirit of patriotism, ethics and moral values, duties and responsibilities where all staff members and students share their thoughts about the importance of the day in history of our nation and pay tribute to all freedom fighters who sacrificed their lives in order to gain the freedom for the Nation. As a secular institution we inculcate tolerance, communal harmony and inclusivity among the students and staff by celebrating all the religious festivals like Onam, Christmas etc. Earth Day, Water Day, and Environmental Day are observed to promote a sustainable way of life and a sense of belonging. This

day is celebrated to encourage awareness and environmental protection.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Nil

File Description	Documents
Best practices in the Institutional website	**Nil**
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Nil

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Nil