



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
SRI SAI RAM ENGINEERING COLLEGE
KANCHEEPURAM
Tamil Nadu
600044**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	SRI SAI RAM ENGINEERING COLLEGE KANCHEEPURAM Tamil Nadu 600044	
2.Year of Establishment	1995	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	10	
Programmes/Course offered:	19	
Permanent Faculty Members:	365	
Permanent Support Staff:	222	
Students:	4695	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Self finance private college , recognised by UGC under 2(f)Act 2. College is located in urban area and catering the need of engineering education of rural youth 3. ---	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 08-10-2018 To : 09-10-2018	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. S N UPADHYAY	
Member Co-ordinator:	DR. SEEMA JOSHI	Director,North Maharashtra University
Member:	DR. NARESH KUMAR KUMAR	FormerDirector,Institute of Management Studies Kurukshetra University Kurushetra
NAAC Co - ordinator:	DR. PRATIBHA SINGH	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The college is affiliated to Anna University and curricular and syllabi prescribed by the university are strictly adhered to. Course files are maintained by all faculty members which contains lesson plan, notes on topics to be covered, question bank and performance details of the students. Curriculum is delivered through 'outcome based approach'. The college has introduced choice based credit system and has also introduced subject related Certificate/Diploma programs. 'Eudmate' software is used by the college to monitor students' performance and teaching and evaluation process. The college collects feedback, analyses the same and takes appropriate action. Each faculty is mentoring 15 students addressing to their academic and personal issues, thereby strengthening the bond between teachers and students, leading to better learning atmosphere and to sustain their performance. Number of teachers representing on bodies such as BOS, Academic Council is increasing every year. The college is providing equal opportunities to both genders in terms of admission, employment, training programmes, co-curricular and extra-curricular activities-games, sports, etc. Through the formation of various clubs and by way of several other measures, the college is integrating cross-cutting issues relevant to environment and sustainability, human values and professional ethics.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The college is offering 9 UG, 8 PG, and 2 doctoral programs. The ratio between sanctioned in-take to admitted student in most PG programs is rather low, in some PG program not a single student is admitted. Number of students admitted from other states and countries is not very significant. As compared to admission in 2012-13, number of students admitted in the year 2016-17 is less. The college has a mechanism to identify slow learners and quick learners. To improve the performance of slow learners college conducts extra classes using a separate time table. Quick learners are motivated to score good grades and to bag quality university ranks. Being an affiliated college, the role of college in design of a curriculum is limited. However, tutorial classes are conducted by the college which supplements regular Teaching-Learning process. Multimedia teaching aids like videos, on line materials and PPTs are incorporated in the day-to-day teaching-learning process. The college has established language lab and also provides soft skill training. The students are benefited through the state-of-art library facilities and are motivated to register for on line NDTEL certificate courses. Teachers are encouraged to use modern teaching pedagogy with the help of ICT and making the teaching learning process innovative and creative. Number of faculty with Ph.D. is 80. Out of 365 teaching faculty 14 belong to other states.

The college has CIE system in place. Two unit tests and one model examination in theory and practical are conducted in each semester. Their results are declared in eight days and students can see their evaluated answer sheets and discuss it with the concerned faculty.

In general, the mechanism of internal assessment is transparent and robust in terms of frequency and variety. The college has an academic monitoring committee which monitors day to day activities. The POS, PSOS and COS are specific for each course. Students' progression and learning outcome are monitored through continuous evaluation, tutorials and laboratory exercises and live projects or assignments. Average pass percentage of students is 94.22. Students of the college have an excellent track record of scoring high marks in university examination and holding university ranks in most disciplines.

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Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

Total grants received for research projects sponsored by various sources amounts to Rs. 408.83 lakhs. Twenty teachers are recognized as research guides. The college has established SEIC, an incubation centre. This centre is providing various facilities such as soft loans, mentoring, campus accommodation, office support, etc. to students and outsiders. As a result of this incubation centre currently two production and two service related activities are being undertaken by the college. The college is conducting IPR related workshops and seminars. Considering the number of total teaching faculty, number of publication during last five years seems to be less.

The college students are actively participating in NSS and NCC. Events like blood donation camp, tree plantation, etc. are organized by the college regularly. Good numbers of students are participating in the extension activities such as Swachh Bharat, Aids awareness, Gender issues etc. The college has also established few industry linkages and collaborations. Total numbers of functional MOUS are 84.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The vision of the college management is to improve the quality of knowledge imparted to students. For adapting to the current needs of the students, the college is constructing a digital library and R&D cell. To facilitate learning through visual medium college is constructing two video presentation halls. The colleges is spread over 40 acres & is having sufficient / good infrastructure facilities. Adequate indoor & outdoor sports facilities are also developed by the college. Various events are organized through 50 different clubs functioning on the campus. College is organizing intra-college and inter-college sports and cultural activities on regular basis. College library is automated and has adequate learning resources including e-resources. The college is updating its IT infrastructure and making available Wi-Fi facilities at appropriate locations. In order to maintain physical facilities on the campus, the college is maintaining a complaint register and has a procedure in place for the maintenance of physical facilities through staff and through AMCs. The college is following both preventive and breakdown maintenance procedures. The stock in the laboratories is verified for the available equipment, by a meticulous stock verification process by faculty team from other departments and the report is submitted to the principal.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

Besides scholarships & free-ships provided by the government students are also benefited by the scholarships, free-ships provided by the institution. The college is implementing several capacity enhancement & developmental schemes namely- career counselling, personality development, soft skill development, bridge courses, etc.. Majority of students are benefited by the guidance for competitive examinations and career counselling offered by the institution. Similarly majority students are also benefited by vocational education and training (VET). The college has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. Average percentage of placement of outgoing student is 75.71 and around 5.41% students are pursuing higher education. Few students are qualifying in state/national/international level examinations. Students are actively participating in sports & cultural activities. Student's representation on academic & administrative bodies is facilitated through student council. A flagship event TEDX is organized by students since 2012. The college has a registered Alumni Association & Alumni meet is held once in a year.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

Vision and mission of the college are all inclusive and challenging. The Chief Executive Officer is the leader in guiding the administration of the college and making the council of Principal, faculty and students work towards fulfilling the vision of the institution. The college has its perspective plan for development. The head of the institution takes decisions in the academic frontiers in tune with the regulation of the affiliating university. The CEO conducts regular meetings with the principal, faculty, various cells, students and parents. Bottom to top and top to bottom communication is facilitated in the institution. The institution functions on the decentralized governance system. The institution has a culture of participative management. Institutional infrastructure is created as per the requirements and for facilitating teaching, learning process. Apart from the mandatory facilities, the institution has created some additional facilities. The governing council takes the responsibility of monitoring the implementation of activities as per the institutional strategic plan. Every years ISO audit is conducted. Few engineering courses, MBA and MCA are NBA accredited. The college is having a staff appraisal system, which is in tune with the promotional policies. The college is having a grievance

redressal mechanism which helps in better understanding of stakeholder's expectations. The college is implementing e-governance practices in all of its activities such as planning & development, administration, finance and accounts, student admission and support, examination. The college is having adequate welfare measures for its teaching and non-teaching staff. Many teachers have attended professional development programs. Through proper performance appraisal system, college is able to retain its faculty and staff. College is having robust faculty and staff appraisal system. Internal audit of the college is conducted by the 'Trust office' and external audit is conducted by the statutory auditors. The college is receiving grants from non-government bodies, individuals, philanthropists. The major sources of finances are fees, term loans and hire purchase loans, government grants, sponsorships and corpus donations.

IQAC is contributing in many ways for institutionalizing the quality assurance strategies and processes. The IQAC is focusing on continuous improvement of examination system, which in turn improve the student's performance in the university examination. The teaching learning process is continuously monitored and reviewed by the HODs and are reported to the Principal and Management. The students and faculty members are encouraged to register for the NPTEL online courses initiated by IIT's and IISC. Various quality assurance initiatives are taken by the college e.g. Academic Administrative Audit, ISO Certification and NBA etc.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The college has conducted some gender equality promotion programs. It is sensitive to gender issues with zero tolerance towards sexual harassment, women safety and security. Students of the both genders are given equal opportunities to grow and develop. The college has an exclusive club named as WoWWW (Women of Worth, Wonder and Wise) for sensitizing both staff and students to gender issues.

Alternate energy initiatives introduced by the college are in the form of renewable energy sources. The college

has introduced systems/procedure for solid/liquid and e-waste management. The college has implemented rainwater harvesting (RWH) within its campus for storing and reuse. Some green initiatives/practices are introduced by the college. It is a 'No Plastics' campus. Moreover, the college makes the student aware of carbon credit, carbon neutrality etc and emission test certificates are made mandatory for vehicles in the campus.

The college has made available some resources for the benefit of differently abled students, such as ramps, rest rooms, scribe for examination etc. The college plans and organize appropriate activities to increase consciousness about national identities and symbols; fundamental duties and rights of citizen and other constitutional obligation. The college is also offering a course on human values and professional ethics.

The college maintains transparency in its financial, academic, administrative and auxiliary functions in a fair manner, through its policies. The college has claimed two of its practices as best practices

1) Edumate - E-Academic process and progressive management system. This system facilitates the management and principal to monitor progress and performance of the faculty and students.

2) Students Mentoring System- This practice aims at establishing a trusting relationship between the mentor and the mentee and to help the mentees to attain their aims

The college claims its distinctiveness in many ways, some of the notable ones are 'Campus Interaction Portal', 'Sai Carnival'. Academic Achievements and sustenance consistently in top 10 positions ever since Anna University started releasing the Ranking. Placement record is consistently excellent. The College has received AICTE CII Award 3 times and also AICTE Vishwakarma Award in 2017.

Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength

Strengths-

1. Supportive and Visionary Management
2. Good Infrastructural Facilities
3. Well-Equipped Labs
4. Good Placement Records

Weakness-

- 1) Adequate Industry-Institute linkages yet to be developed
- 2) Functional MOUs need to be enhanced
- 3) Research culture needs to be enhanced

Opportunities-

1. Enough scope for increasing support of industries in and around Chennai.
2. Enhancement of opportunity for Research projects and consultancy assignments.
3. Entrepreneurial culture through SEIC.
4. Securing R&D funds through Government and non-government agencies.

Challenges –

1. Low student intake in some PG programs and doctoral programs.
2. Securing students and teachers from other states and countries.
3. Preparing students to face global challenges.
4. Providing 100% on campus placement.

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Students and faculty diversity needs to be promoted.
- Faculty be encouraged to pursue Ph. D.
- Quality research by faculty, resulting into excellent publication with impact factor.
- Fullest possible utilization of facilities created by way of incubation centre be ensured.
- Extension activities be focused on local community's needs/ requirements.
- Number of functional MOUs need to be improved.
- More industry linkages be established and strengthened.
- Footfall in the library needs to be improved and thereby ensuring fullest utilization of library resources.
- IT and computer facilities be augmented as per AICTE norms.
- Active participation by Alumni is expected.
- Provide seed money and incentives to teachers for undertaking research work and projects.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. S N UPADHYAY	Chairperson	
2	DR. SEEMA JOSHI	Member Co-ordinator	
3	DR. NARESH KUMAR KUMAR	Member	
4	DR. PRATIBHA SINGH	NAAC Co - ordinator	

Place

Date

NAAC