

Annual Quality Assurance Report 2015 – 2016

Submitted By



**Internal Quality Assurance Cell (IQAC)
Nehru College of Engineering & Research Centre
Pampady, Thrissur – 680 588, Kerala, India**

Submitted to



**National Assessment and Accreditation Council
(NAAC)**

**(An Autonomous Institution of the University Grants Commission)
P.O. Box No.1075, Nagarbhavi
Bangalore-560 072**

Part – A

AQAR for the year (for example 2013-14)

2015-16

1. Details of the Institution

1.1 Name of the Institution

NEHRU COLLEGE OF ENGINEERING & RESEARCH CENTRE

1.2 Address Line 1

NILA GARDENS

Address Line 2

PAMPADY PO,
THIRUVILWAMALA

City/Town

THRISSUR

State

KERALA

Pin Code

680 588

Institution e-mail address

office@ncerc.ac.in /
principal@ncerc.ac.in

Contact Nos.

04884-284000, 04884-282070

Name of the Head of the Institution:

Dr. A. S. VARADARAJAN

Tel. No. with STD Code:

04884-284000

Mobile:

+91 9496176360

Name of the IQAC Co-ordinator:

Dr. N. K. SAKTHIVEL

Mobile:

+91 9645523252

IQAC e-mail address:

iqac@ncerc.ac.in

1.3 NAAC Track ID (*For ex. MHCOGN 18879*)

KLCOGN20026

OR

1.4 NAAC Executive Committee No. & Date:

*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

EC(SC)/06/A&A/112

1.5 Website address:

www.ncerc.ac.in

Web-link of the AQAR:

www.ncerc.ac.in/KLCOGN20026.docx

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0			
PG	9		9	
UG	7		7	
PG Diploma				
AdvancedDiploma				
Diploma				
Certificate				
Others				
Total	16		16	
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	16
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Regulation and the syllabus prescribed by the University to which the institution is affiliated

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	311	131	30	17	133

2.2 No. of permanent faculty with Ph.D. 17

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	131		30		17		133		311	

2.4 No. of Guest and Visiting faculty and Temporary faculty 1 - -

2.5 Faculty participation in conferences and symposia:	No. of Faculty	International level	National level	State level
	Attended	54	26	36
	Presented papers	73	10	
	Resource Persons	2	6	12

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Innovative practices adopted by the institution include

Facility to access NPTEL videos of the topics related their syllabus.

1. Through Group learning methodology good students can help weaker students in their studies
2. Introduction of a work registers to encourage daily reinforcement and weekly revision of lessons by the first year students

2.7 Total No. of actual teaching days during this academic year 172

2.8 Examination/Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Reforms on Examinations decided by the affiliating University

2.9 No. of faculty members involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty/ Curriculum Development workshop

4

4

1 Convenor Curriculum development - mechatronics

2.10 Average percentage of attendance of students

81

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Tech.-AUE(2011-15)	54	7.4	27.78	7.4	-	42.59
B.Tech.-CSE(2011-15)	62	9.67	61.29	6.45	-	77.41
B.Tech.-ECE-A(2011-15)	63	28.57	37.84	3.71	-	70.12
B.Tech.-ECE-B(2011-15)	62	20.96	46.77	1.61	-	69.34
B.Tech.-EEE(2011-15)	55	1.81	56.36	0	-	58.18
B.Tech.-MECH(2011-15)	65	9.23	64.61	1.53	-	75.37
B.Tech.IT(2011-15)	39	5.12	66.66	-	-	71.78
M.Tech AE&CS(2012-2014)	23	21.73	73.91	-	-	95.64
M.Tech.-CSE(2012-2014)	22	45.45	54.55	-	-	100
M.Tech.-Energy Systems(2012-2014)	14	21.42	78.57	-	-	100
M.Tech.-Machine Design(2012-2014)	3	0	100	-	-	100
M.Tech. PED	17	11.76	82.35	-	-	94.11
M.Tech.-VLSI(2012-2014)	18	38.8	61.11	-	-	99.91
MBA (2011-13)	57	1.9	64.9	-	-	66.8
MCA (2012-2015)	25	32	56	-	-	88

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC continuously Monitors the Teaching Learning Process. It introduces reforms revitalises the existing system and evaluates the progress made through a system mentioned as under.

The entire teaching faculty are to submit a Course Plan in accordance with the academic calendar for covering the syllabus during the semester along with a course material covering the complete syllabus and a question bank duly endorsed by the Heads of the Departments.

An Intranet server is available through which students can easily access NPTEL Videos, Question Banks, Previous Year University Question Papers etc.

The Parents can get the attendance of their wards through the ICampuz Online Server.

Meetings of the Heads Of The Departments and the faculty are conducted periodically to monitor the teaching learning process. The Faculty submit a Lesson progress report and a statement of attendance every month.

Parents Meeting are conducted after the Internal Exams to apprise the parents about the progress of their wards. Quality Circle Meetings are conducted with selected students to get feedback on the delivery of lessons by the faculty. The Principal examines the reports and intimates the faculty for corrections if any. An exhaustive result analysis is carried out on the publication of the internal exams results and University exam results as well and remedial classes are arranged for students who fared poorly in the exams.

Through Icampuz software, parents will get regular updates of the performance of their wards.

2.13 Initiatives undertaken towards faculty development :

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	5
UGC – Faculty Improvement Programme	6
HRD Programmes	3
Orientation Programmes	2
Faculty exchange Programme	2
Staff training conducted by the university	9
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	29
Others	5

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	65		14	
Technical Staff	68		19	

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the Institution

1. Revitalising the functions of the NGI Centre for Design Engineering Green Manufacturing and Computing of the institution
2. Encouraging more number of UG and PG projects with a focus in the thrust areas identified for each department through the project incubation cell
3. Encouraging faculty to join for doctoral research programs and publish papers in reputed journals
4. Creating awareness to students and faculty on patents and patentable inventions through the IPR Cell
5. Show casing the innovations in the institution through a techno expo NSITE conducted regularly
6. Motivating students to become entrepreneurs through ED Club

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	Nil	3
Outlay in Rs. Lakhs		5,00,000		45,00,000

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	-	-
Outlay in Rs. Lakhs	Rs.1, 82,500	1,00,000	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	55	5	-
Non-Peer Review Journals	5	9	5
e-Journals	40	-	-
Conference Proceedings	60	19	-

3.5 Details on Impact factor of publications:

Range 29 Average 20 h-index 4 Nos. in SCOPUS 64

3.6 Research funds sanctioned and received from various funding agencies, industry and other Organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>		Kerala State Council for Science Technology & Environment	22500	22500
Any other(Specify)	2015-16	M/S Kinatadipadam farms,	100000	100000
	2015-16	BSSHSSS, Kollengode	15000	15000
	2015-16	Devaki Memorial Senior Basic School, Kollengode.	10000	10000
NSM		Kudumbashree	135000	135000
Total			282500	282500

3.7 No. of books published i) With ISBN No. of Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges Autonomy CPEDBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	2	1		
Sponsoring agencies	FCRI	Institution	Institution		

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :
 From Funding agency from Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	2
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the Institute in the year

Total	International	National	State	University	Dist	College
	1	2	2	3		5

3.18 No. of faculty from the Institution who are Ph.D. Guides and Students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="4"/>	State level	<input type="text" value="29"/>
National level	<input type="text" value="12"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text" value="4"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="2"/>	State level	<input type="text" value="2"/>
National level	<input type="text" value="1"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University Forum	<input type="text"/>	College Forum	<input type="text" value="4"/>
NCC	<input type="text" value="7"/>	NSS	<input type="text" value="35"/>
Any other	<input type="text" value="1"/>		

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social responsibility

- E-governance for good governance door- to -door awareness (e-literacy).
- Drug abuse resistance education (29/7/15).
- Jeevadhayini awareness programme (1/9/15).
- Swachbharatabhayan-gandhijayanthi celebrations (2/10/15).
- Jeevadhayini blood donation awareness programme (7/10/15).

- Students day(15/10/15)
- National Unity day was celebrated at NCERC ,Pampady on 31 st October
- National entrepreneurship workshop (30/10/14 to 1/11/14).
- International yoga day august 2015.
- e-Panchayat
- Aids day observation(1/12/15)
- Energy day celebration(14/12/15)
- Weapon Training for NCC students on Feb 4 & 5 -2016
- Womens day celebration(8/3/16)
- State level workshop on”NSS academic consultant in Engineering(NACE)”

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1,36,424sq.mts.		own fund	Rs.1987.22 lakhs
Class rooms				
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.			own fund	Rs.63.06 lakhs
Value of the equipment purchased during the year (Rs. In Lakhs)				
Others				

4.2 Computerization of administration and library

- Kinly system solutions Library Ex plus software to maintain library transactions effectively.
- OPAC Services
- **I campus** administration software by Insto consultancy services pvt. ltd for monitoring student performances, attendances and various academic activities effectively
- Provided e –journal facility such as K-hub.in e library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27650	7303383	27850	90888	32450	7394271
Reference Books	4550	4550000	50	48358	4600	4598358
e-Books	-	-	1197	25000	1197	25000
Journals	245	316150	9	17580	254	333730
e-Journals	188(NR)	385606	3754	100000	3942	885606
Digital Database	-	-	-	-	-	-
CD & Video	2280	113500	54	2700	2334	116200
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	720	12	1	1	-	3	6	
Added	25	-	1	1	1	-	-	
Total	745	12	2	2	1	3	6	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Short term training programs/ workshops were conducted on computer technology and application

Training programs through Infosys campus connect

Training program on voice controlled robot

Recently an orientation program was conducted on Python programming for faculty

Signed MOU with SAP Technologies, implemented SAP software training for the students

Conducted special software coaching about e- governance portal under KTU

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.10.00 lakhs
ii) Campus Infrastructure and facilities	Rs.42.27 lakhs
iii) Equipments	Rs.6.0 lakhs
iv) Others	Rs.10.65 lakhs
Total :	Rs.68.92 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC ensures proper functioning of all the student support systems that exist in the institution and gives adequate publicity among students.

- Student members are encouraged to come out with their views and suggestions for the enhancement of quality of institution.
- Grievances Redressal cell is working for students support.
- Conducted orientation program for the first semester students.
- Alumni Meeting.
- Encouraging eco-consciousness among students.
- It is the responsibility of the IQAC to motivate and to maintain academic diary day wise to the faculty members. It will help ensuring quality of teaching and accountability.

5.2 Efforts made by the institution for tracking the progression

The progression is tracked by the following mechanisms

1. Continuous monitoring by the heads of the departments
2. Meetings of the heads of the departments and faculty meetings
3. Quality circle meetings conducted among selected students
4. Feedback from students
5. Analysis of the tests, examination results and the pass percentage achieved.
6. Faculty involvement through counselling system.
7. Efforts for enhancing employability and enhance placements.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1820	380	26	0

(b) No.of students outside the state

2

(c) No.of international students

-

Men	No	%	Women	No	%
	1447	65.77		735	34.23

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
323	16	0	366	0	705	371	18	0	352	0	741

Demand Ratio 99 Dropout %0.02

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Faculty helped students of their respective departments for preparing for GATE. Interested students were encouraged to become members of GATE forum an association rendering help to students aspiring for GATE Exam. The Nehru Corporate Placements and Industrial Relations (NCPPIR) of the institution is providing coaching for Aptitude Test, Technical Tests and various Competitive Exams.

No. of students beneficiaries

800

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

12

CAT

2

IAS/IPS etc

1

State PSC

5

UPSC

Others

19

5.6 Details of student counselling and career guidance

1. Fifteen students were attached to each faculty who acted as a group tutors/mentors
2. The group tutors maintained information of students belonging to their group.
3. The students are free to contact the group tutors for all sorts of assistances
4. The group tutors maintained contact with the parents of the students
5. The faculty reported their activities connected with counselling of student to the Heads of the the departments and the Head of the Institution every month.
6. Parents meeting were conducted once in every semester.
7. A separate agency ,Nehru Corporate Placement and Industrial Relationship (NCPIR) was given charge of career guidance in a professional way by conducting seminars, workshops, training programs etc.

No. of students benefitted

1100

5.7 Details of campus placement

Number of Organizations Visited	On campus		Off Campus
	Number of Students Participated	Number of Students Placed	Number of Students Placed
50+	685	275	265

5.8 Details of gender sensitization programmes

NSS unit released a hand written magazine SPANDANAM as a part of gender sensitization which won the third position in the state level competition

The NSS unit produced a short film IRULMAYUMBOL in connection with the gender sensitization program

The NSS Unit and the womens cell celebrated world women's day on March 8 ,2016

Mothers Day Talk Show by Team MCA Readers club

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports:

State/ University level National level International level

Cultural:

State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	15	Rs.6,55,000
Financial support from government	296	Rs.68,65,740
Financial support from other sources	4	Rs. 85,000
Number of students who received International/ National recognitions	(5 Students)	Rs.1,50,000

5.11 Student organised / initiatives

Fairs:

State/ University level National level International level

Exhibition:

State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To mould our youngsters into Millennium Leaders not only in Technological and Scientific Fields but also to nurture and strengthen the innate goodness and human nature in them, to equip them to face the future challenges in technological breakthroughs and information explosions and deliver the bounties of frontier knowledge for the benefit of humankind in general and the down-trodden and underprivileged in particular as envisaged by our great Prime Minister Pandit Jawaharlal Nehru.

MISSION

To build a strong Centre of Excellence in Learning and Research in Engineering and Frontier Technology, to facilitate students to learn and imbibe discipline, culture and spirituality, besides encouraging them to assimilate the latest technological knowhow and to render a helping hand to the under privileged, thereby acquiring happiness and imparting the same to others without any reservation whatsoever and to facilitate the College to emerge into a magnificent and mighty launching pad to turn out technological giants, dedicated research scientists and intellectual leaders of the society who could prepare the country for a quantum jump in all fields of Science and Technology.

6.2 Does the Institution has a management Information System

The Institution has a Management Information System (ICampuz). This Software Tool has various modules like Students, Staff, Finance, Accounts, Attendance, Exams, Transport, Library, Gallery Events, Payroll, Grievances etc. for ease of access to the faculty and management. Each and every module in I campus has sub modules and the authorised person of the educational institution can get access to the data. Each department in the institution can select the department in the department list select any one class, select anyone subject and enter the attendance of the students. The authorised person can take a report when it is needed for the department. The system can send details of attendance of the students to their parents. Being a Web enabled application, it could be accessible anywhere.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The Institution is affiliated to the University of Calicut and the A P J AbdulKalam Technological University. The curriculum is developed by the affiliating University. NCERC attaches top priority to the effective implementation of curriculum framed by the University. Principal is the academic head of the institution and a committee is formed which comprises of the vice principal, the deans the heads of all the departments and the director of R&D headed by the principal. Meetings are convened every week to discuss about action plans needed for the effective deployment of the curriculum prescribed by the University with the active support of the management. The Institute also conducts Academic Workshops and FDPs for ensuring the quality of academics.

The following cells/centres are formed for enhancing the quality of academics and research.

1. The educational technology cell
2. Project Incubation and employability enhancement cell.
3. The industry-institute interaction cell.
4. The IPR cell
5. The Entrepreneurship development cell
6. The Community Development Centre
7. The Centre for International Relations.

NCERC has an excellent course delivery system. The following details are highlights of the system.

Planning the teaching-learning and evaluation schedules:

- i) Academic Calendar
- ii) Handouts
- iii) Teaching Plan
- iv) Evaluation

i) Academic calendar:

- NCERC academic calendar is prepared every year as per guidelines of the University of Calicut and A P J AbdulKalam Technological University
- The academic calendar provides a focused plan for detailing activities for a particular semester.
- It is included in the student handbooks and also placed in the college website.
- The institution level academic calendar is prepared in accordance with the University academic calendar which includes timing of different activities to be organized by the departments.

ii) Handouts:

At the beginning of the semester students are provided with a set of hand-outs. The hand-out consists of the following :

- Course objectives and outcomes of each unit.
- Lecture schedule.
- Text books, Reference books and important URLs for the subject material.
- Assignment and important questions in each unit.
- The evaluation procedures for internal tests - theory and practical.

iii) **Teaching Plan:**

- Head of the department conducts meeting with the faculty before the commencement of the semester course work in which subject allocation is made.
- Class timetables are prepared and displayed in all the notice boards.
- Every faculty member prepares a course file.
- Laboratory manuals are prepared and supplied to students at the beginning of the semester.

Course-coverage is monitored by HOD based on the up gradation of lesson progress register. Wherever, a deviation is observed, the HOD seeks clarification from the faculty member concerned and special remedial class work is planned

- Review meetings are arranged periodically to review the coverage of syllabus.
- Teacher uses teaching aids like OHPs, LCDs wherever they are necessary.
- The unit wise class tests are conducted to evaluate the students.

iii) **Evaluation:**

- Two series tests and one model exam are conducted for theory subjects.
- For practical, a model exam and a viva will be conducted in each semester
- The department will carry out internal assessment on all subjects based on the performance of the students in series tests.
- Continuous evaluation procedure is followed for practical subjects.
- Internal marks are awarded in accordance with University guidelines.
- University conducts the semester examinations for both theory and practical subjects
- Evaluation of mini-projects and main projects is also under the purview of the University.

NCERC stresses on the need of student centered learning methodologies such as Case Study, Discussions, Seminars, role plays, case writing, projects and assignments based on the various E-Resources, Interviewing Entrepreneurs, field based projects etc.

The teaching-learning in the campus has undergone a lot of improvements from the conventional lecture method to student-centered and ICT enabled methods. NCERC takes pride in implementing the latest teaching-learning methods and using the modern teaching aids and tools such as e-boards, interactive video conferencing, e-journals, streaming videos etc.

(a) We conduct common presentations where each student will have to present topic of current interest apart from regular academic interface. Importance is given in improving the communication and analytical skills of the students, besides encouraging the students to do research on their own and thus enhance their domain knowledge also.

(b) Discussions, seminars, project works, and quiz based learning, case study, role play; activity assignments, business games, industrial visits etc are frequently incorporated by the teachers in their course plan. Multimedia presentations, Seminars by experts from industry, group discussions, relevant video clippings, posters and collages are also used by the faculty to enhance the teaching methodology.

6.3.3 Examination and Evaluation

Internal and External examinations are conducted as per the norms of the University of Calicut and the A P J Abdukkalam Technological University to which the institution is affiliated.

Two series tests and one model exam are conducted for theory subjects. For practical, a model exam and a viva will be conducted in each semester

The department will carry out internal assessment on all subjects based on the performance of the students in series tests.

Continuous evaluation procedure is followed for practical subjects.

Internal marks are awarded in accordance with University guidelines.

University conducts the semester examinations for both theory and practical subjects.

Evaluation of mini-projects and main projects is also under the purview of the University.

6.3.4 Research and Development

- The institution promotes research in thrust areas identified.
- A project incubation cell to ensure continuation of research work under the thrust areas identified
- An Industry Institute Interaction Cell to identify and undertake projects relevant to the industry
- An IPR Cell to encourage students and the staff to register their inventions through patents
- A research centre –NGI Centre for Research in Design Engineering, Green Manufacturing and Computing to promote research in the thrust areas.
- A Techno Expo, NSITE to show case the research potential of the students and the faculty of the institution.
- Encouragement to students and the staff for publishing their research findings
- A community development Centre for facilitating the translation of the research findings of the institution into products and processes useful to the society.

6.3.5 Library, ICT and Physical infrastructure / instrumentation

Library :

The central library with all its facilities has become a centre for acquiring knowledge developing skills and getting exposure to newer fields of study and research, in addition to being "connected" to the outside World through the Internet.

The college has a central independent library with plinth area 9000 sqfts with all modern facilities. The library to cater to the needs of faculty members and students with access to books and journals. The students are encouraged to utilize the learning materials available in the library. The faculty and students refer the print journals to publish/present technical papers. The central library functions on all days except Sundays. The books in the general library are categorized as Reference and text book. Frequent book exhibitions on campus facilitate Faculty members to select the books of their choice which is needed for teaching. Students can borrow books using the ID card issued by the college. Access to the library is managed by using ID card. Library is open for use from 8.00 am. to 8:00pm.(except on Sundays & Government holidays) . E-Learning Resources, like EBSCO and JGate are available in the Library which is being effectively used by the Faculty and Students. There is a well equipped Digital Library available in the Institute.

Infrastructure:

The Academic Blocks (ARYABHATTA&BHASKARA block) of NCERC provides requirements of lecture rooms, tutorial rooms, staff offices and offices for the head of the departments. The Academic Block consists of Lecture theatres, Tutorial rooms and separate cabins for each faculty. The magnificent KAPILA Block has computer laboratories, lectures theaters, tutorial rooms, faculty cabins, office of the Director and the Board Room. This block has infrastructural facilities to cater to the academic activities of MBA and MCA

Programme. There is a Basket Ball Court and Gymnasium attached to the Institute. NCERC has Auditorium named after ancient Indian scientist BRAHMAGUPTA.

In addition to exiting Power Generator, Institute purchased one more Gen Set with the capacity of 200 KVA at the cost of 11 Lakhs to provide uninterrupted Power Supply.

Class Rooms :

- Class Rooms - 43
- Tutorial Rooms - 28
- Seminar Halls - 10
- Laboratory- 77
- Additional Workshop - 07

ICT Infrastructure :

No. of system with configuration : 720

- Computer Student Ratio : 1:4 for UG and 1:2 for PG
- Dedicated computing facility: Individual departments have dedicated
- computing facility in addition to the central computing facility.
- Stand alone facility :75 KVA, 50 HZ-8hrs/day Batteries (30 Nos, 150 AH)
- LAN facility – Yes
- Wi fi facility – Yes (12 MBPS)

6.3.6 Human Resource Management

An excellent HR policy is in place for NCERC Teaching Faculties and Non-Teaching Staffs. HR Policy clearly describes about the process of recruitment and selection, Employee classifications, Employee Duties, Probation, Annual Salary, performance Appraisal, Discipline, Work Hours, Statutory Holidays, Terminations, Vacations, Leave Policy, and Medical Benefits. Each sub functional activities under this synchronises the requirement of making sure that retention standards of NCERC shows a positive graph.

6.3.7 Faculty and Staff recruitment

Recruitment of faculty:

The college recruits and retains the faculty who are competent, qualified, experienced and experts in their respective field of study.

The college advertises the recruitment of the faculty in the state and national level newspapers and conducts interviews by inviting the subject experts and senior faculty.

AICTE and University guidelines are followed for recruitment of staff.

The Institute insists on enriching teaching quality continuously and towards this is ever on the look out to recruit high quality personnel in the relevant disciplines.

In order to motivate such high calibre people to join, the salary and other benefits are kept at par with the best in the country for Institutions in its class.

A well conceived, progressive HR policy is the core of NCERC Management's strategy for attracting and retaining the best minds in the teaching community. The policy envisages to offer the teacher an opportunity for expressing and making use of the innate potentials and experience professional growth. Some of the elements in the strategy are the following;

Flexible pay scales commensurate to the qualifications and experience, especially to senior faculty.

A pro employee management.

Technology enhanced learning environment.

A management which is receptive to new ideas and innovations. This management has the gut to say: "If you have a beautiful idea bring it here, we will

6.3.8 Industry Interaction / Collaboration

An industry Institute Interaction cell is established in the institution for facilitating industrial collaborations the cell encourages industrial collaborations and consultancy projects in coordination with the heads of thrust areas in each department

- The college is a partner of Infosys Campus Connect program
- The college is the first and only Microsoft Platinum Campus of the state
- The institution has signed an MoU with ICT academy that gives assistance in placement
- The Institution collaborates with M/S Electromechanical systems to provide training on SAP to students.

6.3.9 Admission of Students

Admission of students to various courses are done as per government norms

- The institution assures that all admissions done are as per the norms and regulation of APJ AbdulKalam Technological University, Thiruvanthapuram and the State Government.
- Students are admitted to each programme after careful scrutiny of their credentials and qualifications, and the admission process is undertaken by the Admission Committee.
- The minimum percentage at the entry level is 50% marks in Mathematics and 50% marks in Physics, Chemistry, and Mathematics put together.
- The minimum percentage varies from year to year depending on general response to engineering seats.
- Nehru College of Engineering and Research Centre has become a sought after institution for aspirants of Technical Education in Palakkad and Trissur districts. About 80 % of the allocated seats were filled during the previous academic year.

6.4 Welfare schemes for

<p>Teaching & Non Teaching</p>	<ol style="list-style-type: none"> 1. Residential accommodation is available at the Campus 2. Food is served from the Campus mess to all Faculty and Staff members at rates highly subsidized. 3. There are facilities for indoor and outdoor games and provision of cable TV network at the residential apartments. 4. A Staff Club has been formed to organize recreation activities for Faculty & Staff and members of their families. 5. An annual tour by all staff is subsidized by the Institute. 6. All Faculty & Staff members are encouraged to take active part in the celebrations of all important religious festivals and cultural events in the Campus organized by the students. 7. The institution provides maximum number of recreational facilities to the staff. The institution provides excellent monetary and non- monetary measures to its staff that are at par with the best in the industry of the same category. 8. We adopt a performance based increments, the details of which are transparent. Through this, performance is rewarded and serves as a big motivating factor. 9. SWAN – Staff Welfare Association of NCERC is formed for the welfare activities.
<p>Students</p>	<ol style="list-style-type: none"> 1. Food is served from the Campus mess to all Faculty and Staff members at rates highly subsidized. 2. There are facilities for indoor and outdoor games inside the campus and in the hostel premises. 3. Govt Scholarships and NGI Scholarship 4. Concessions and Subsidies from NGI for the needy 5. Support for healthcare aspects of students through the P K Das Institute of Medical Sciences (PKDIMS) run by the same Management. 6. Transportations Facility for students from Far flung areas.

6.5 Total corpus fund generated

10850.57 Lakhs

6.6 Whether annual financial audit has been done Yes

Y

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A P J Abdulkalam Technological University	Yes	Faculty
Administrative	Yes	A P J Abdulkalam Technological University/ISO/CU/AICTE	Yes	Faculty

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The Institution follows the rules and regulations on examinations laid down by the affiliating University to which it is affiliated

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University has formulated Norms for promoting autonomy in selected institutions as per the directions from the government.

6.11 Activities and support from the Alumni Association

Our students and Alumni play an important role in assuring the quality of education through student participation in curricular and co-curricular domains. Examples:

- (a) Feedback for teachers
- (b) Induction programs and discussion on course plan
- (c) Exit survey
- (d) Clubs, Extension Activities, Outreach programs.
- (e) Representation in Placement Committee.
- (f) Alumni interaction program for students – This highlights the experiences they nurture
- (g) Alumni helps in bringing reputed organizations thus enhancing the quality of placements
- (h) They also bring with them the best practices of the institutions where they previously studied. Some of these institutions are among the best in our country as well as abroad.
- (i) They co-operate in matters relating to discipline, hard work and keeping party politics away from campus.
- (j) “Thirike” – Alumini Meet was conducted on 26th Dec 2015.

6.12 Activities and support from the Parent – Teacher Association

Parent meets are conducted immediately after the first series test in which parents are given information on the progress of their wards. Type of the Remedial coaching, special coaching and counselling to be given to the slow learners are decided after consultation with the parents.

6.13 Development programmes for support staff

A Staff welfare association (SWAN) was formed to focus the welfare of the teaching as well as the non teaching staff of the institution. Various welfare schemes are chalked out in the meeting that include creation of a staff benefit fund, an annual cultural fest, financial assistance/ scholarship to the children of the staff etc.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The College Management is extremely concerned about the eco-friendly aspects of the campus, and maintains it as a strict policy in every activity of the college.

- Strict ecological balance is maintained; during development activities like Infrastructure expansions and Tree-conservation guidelines are given prime focus during these projects.
- The NSS Unit and the Community Development Centre (CDC) of the college takes initiatives in conducting various activities to maintain the environment- friendliness of the campus thereby sustaining the "Green" aspects of the institution.
- Various activities including „Plastic and Litter free" campaign, are effectively imparted .
- Programs in connection with" SwachBharathAbhiyan" are given due importance and programs are arranged by the NSS ,unit as well as the CDC.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the Institution. Give details.

- Efforts are initiated to acquire recognition of college under Section 2(f) and 12 (B) of the UGC Act, 1956 so as to make the institution eligible for central assistance. 2(f) and 12(B) status is sure to boost the research activities in the institution
- Signed MoU with the ICT Academy of Kerala for providing job oriented training and employment opportunities to the students.
- Signed MoU with Electro-Mech Enterprises Pvt. Ltd. to make the institution an IBM SAP partner college by virtue of which the students can undergo certification courses in SAP that will improve tremendously the employability and employment opportunities of the students.
- To promote academic excellence in the teaching and research, the management of NCERC has decided to go for quality accreditation processes
- The quality norms are being strictly maintained after the NAAC accreditation achievement
- Preparation for NBA accreditation is in full progress
- ISO internal audit completed for this term

The KTU norms and methodologies have helped to update the quality standards of our Academic system. For BTech/MTech programs the system is already implemented, whereas the MCA/MBA programs are being included from the 2016-17 academic year onwards.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

IQAC charted an action plan aimed at achieving the overall development of the institution at the beginning of the academic year. The progress at various stages is monitored through monthly reports from the heads of the departments and the persons concerned. Necessary corrective actions are initiated based on the discussions in the meetings.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

1. Community Development Centre
2. Sahayog: Consultancy Service

**Provide the details in annexure (annexure need to be numbered as i & ii)*

7.4 Contribution to environmental awareness / protection

Natural Water reservoirs like Ponds in the campus is well maintained, and is not disturbed by the infrastructural developments

Green atmosphere of our college is the prime focus of all our developmental activities, and is never compromised for any building/construction plans

Environmental Day was celebrated on 5/6/2015 with active participation of students/faculty members

Vanamahotsavam celebration on 5/7/2015 marked a discussion forum for need of Natural awareness and responsibility of each person.

Green initiatives byNSS cells stays active

Department-level Environmental Visits were organised enhancing a positive mindfulness for nature

SwachBharathAbhiyan

The NSS, NCC and the Community Development Centre of the institution carried out number of activities under SwachBharathAbhiyan

7.5 Whether environmental audit was conducted? Yes

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths

1. NCERC is an 14 year old institution which has already passed its incubation period and is ready for sustained growth
2. Has got very good physical infrastructure for sustained teaching learning process
3. The very name of the institution contains an element “research” an important ingredient necessary for an institution aspiring for accreditation.
4. The institution has already attained a respectable position in the field of academics and has secured a top position among the institutions affiliated to University of Calicut and has secured as many as **47** University Ranks so far .
5. The Institution is making a systematic effort to establish its research base by establishing 7 M.Tech. Programs.
6. The institution is located at the boundary of Thrissur and Palakkad districts and caters the needs of both the districts.
7. Having laid the foundations for the physical and academic infrastructure, the institution is in the process of creating a research ambience by establishing a research complex in the institution and appointing faculty with good academic and research credentials in key positions.

8. The management has established a directorate for fostering research activities in the institution with a full time director.
9. The institution is keen on making its academic and research facilities for the upliftment of the society and the common man. A community Development Centre is established for this purpose **(with an investment of Rs. 500000/-)** which focuses on 6 thrust areas namely education, food and agriculture, energy, water resources, environment protection and health care.
10. The NSS unit of the Institution won the best Unit award in the Kerala state.
- 11. The Institution participated in the development of a Nano satellite with ISRO and invested an amount of Rs. 500000/- for this project.**
12. The institution has invested **35** lakhs for establishing a Micro soft Innovation Centre for promoting research in the areas of computer Science, IT, Electronics and Communication Engineering and Electrical Engineering.
13. The Institution is in the process of establishing a Centre for Research in Design and Manufacturing engineering with an initial investment of **18** Lakhs. For fostering research in the areas of Mechanical Engineering, Mechatronics engineering and Automobile Engineering.
14. The institution is in the vicinity of a college of Pharmacy an aeronautical Institution and a Medical College belonging to the same management that facilitates interdisciplinary and Multidisciplinary research, a facility unique to NCERC.
15. The Institution is well connected with the rest of the country by rail, road and air.
16. The Institution campus is spread over 40 acres that can be used for its future growth.
17. The institution is affiliated to the University of Calicut which is one of the most prominent Universities in India.
18. Good Ratings by Reputed National Print Media.

Weaknesses

1. The institution is governed by the rigid rules of the University of Calicut and this puts restrictions on the ability of the institution to introduce immediate reforms in the curriculum to suit the needs of the job market.
2. The University is yet to enforce / frame rules connected with recognizing research guides and research centres with reference to self financing institutions.
3. The institution needs more faculties with research experience.
4. The efforts being taken by the management to establish research facilities need to be revitalized
5. The Institution needs more residential facilities for staff as well as students.

Opportunities

1. The Institution is led by a proactive Management ready to help any cause that leads to the overall development of the institution
2. The institution has already got a good brand image which can be used for getting goodwill from all its stake holders.
3. The proximity of the institution to the college of Pharmacy and Medical College belonging to the same management provides opportunities for research in biomedical field and bio mechanics.
4. The institution is 14 years of age at present and has got a very good wealth of alumni which can act as a potential driving force in its overall development if tapped effectively.
5. The community development Centre established in the institution can provide an opportunity for serving the society and engage in projects of social and societal relevance by acting as a platform for such activities which is a very unique feature of NCERC.
6. The physical infrastructure already established can be used for attracting students from abroad in accordance with the twinning program envisioned by the University of Calicut.
7. High end research facilities like electron microscope, X-Ray, diffractometer etc. if established in the institution can act as a centralized research facility for the entire Nehru Group of Institutions in particular and the other institutions including the arts and science colleges in general.
8. If the institution establishes its research facilities immediately it can get an edge over its competing institutions in the state in terms of research as well as academic aspects. This factor assumes lot of significance in the event of establishment of a technical University in the state.

Threats

1. There appears a shift in the preference of students from technical education to other areas and this factor can pose a big threat to all technical institutions.
2. There is threat of faculties with good academic and research credentials being attracted by other institutions due to competition in the wake of the establishment of technical University as such an exercise will create an atmosphere in which each institution will directly compete with all the other institutions in the state.
3. There is the threat of competition from technical institutions in the neighbouring regions like Coimbatore as the institution is located very near to the state boundary.
4. There is possibility of erosion in the inflow of PG Students as most of the PG students prefer teaching jobs and the number of teaching positions in many of the institutions are getting reduced

8. Plans of institution for next year

The institution plans to achieve the following targets

1. It is planned to obtain Autonomous Status to Institute
2. Revitalisation of the physical infrastructure and creation of new facilities
3. Up gradation of the teaching learning process
4. Modern learning techniques
5. Training to teaching faculty
6. Consolidating the status of the institution in the affiliating University
7. Encouraging /motivating students to perform well in University exams win more University ranks
8. Revitalisation of the research base
9. More research initiatives –seminars-workshops-conferences-publications –inventions-patents
10. Improving employability and placement opportunities for students
11. Mou with ICT Academy-MoU with ElectromechTech. for SAP certification to students-Initiatives to bringing in more job providers-Intensified ED club activities to promote affinity towards entrepreneurship among students in line with the policies of the Government
12. Utilisation of the technological advancements of the institution for the benefit of the society
13. Development of products and processes for use by the community.

Name : **Dr. N. K. SAKTHIVEL**



Signature of the Coordinator, IQAC

Name **Dr. A. S. VARADARAJAN**



Signature of the Chairperson, IQAC

Annexure I

BEST PRACTICE ONE

Title of the Practice

To establish a Community Development Centre (CDC), a forum through which students and teachers of the institution can apply their academic technical and research potentialities to serve the society.

Goals

Developing teaching aids and demonstrating them for schools/public through guidance cells established in schools and arranging open house programs for giving an exposure of the advanced facilities of the institution to the teachers, students and the general public.

The Context

As per the National policy on Higher Education of the Government of India, the students of technical institutions have a major role to play in national building. In micro level they must be aware of their personal commitment to the society in which they live, through activities based on their knowledge domain. In the macro level a sense of social outlook and voluntariness is to be cultivated in the minds of student community.

The Practice

The CDC focuses on 6 vital areas as a part of its activities

1. Education
2. Food and agriculture
3. Water resources
4. Health care
5. Conservation of Energy
6. Environment enrichment and conservation

Evidence of Success

The guidance cells in the schools act as a channel of communication between the institute and the general public. The public can approach the nearest school to access the services of the Community Development Centre. The institution then makes use of the workshop and lab facilities to design job oriented short-term training programs for the school students. The Community Development Centre can send proposals to funding agencies to generate funds needed for such activities.

Problems Encountered and Resources Required

Like any start up projects the CDC is facing the problems of Funding in its initial phases, which we expect could be overcome in days to come.

Finding a good bunch of student group with a strong will and ability to work on a volunteer basis, invoke the group's service thinking and its technical capability is often harder.

CDC does not have the same access as local authority organizations and government agencies to those resources enabling them to define and set the agendas and participate on an equal footing mode.

Summary

The Community Development Centre can give all the students an opportunity to participate in Nation building. The Centre can act as a forum for channelizing the activities of the students for completing the requirements of compulsory social service as stipulated in the syllabus and at the same time can act as an interface between the institution and the society.

Annexure II

BEST PRACTICE TWO

Title of the Practice

Evolving SAHYOG a Consultancy division under Nehru School of Management, to organize various activities reflecting the students/faculty effort, enthusiasm and commitment, in cultivating Academic as well as practical solutions for issues and events of the society.

Goals

In order to use the resources of Nehru School of Management to its fullest potential and to have more live interactions with the industry a need for formal project and consultancy division has been felt. SAHYOG will offer an integrated systems approach to management and developmental issues/problems and will be engaged in sponsored and non-sponsored (in house) research and consultancy projects.

Sahayog links with various organizations of the society including GOs and NGOs, understands the basic activities and identifies the problems to be solved with a better managerial perspective. The students conduct detailed study through surveys and analyses the activities to be appended. The Faculty/Student team interferes into the issues with a better managerial interest, so as to bring out novel solutions.

The Context

Significance of Consultancy was made clearer by the NAAC accreditation process. SAHYOG was then devised as a well-defined division, exclusively responsible for consultancy. The various activities of the Nehru School of Management, being executed on a range of domains, with a deep desire to create Intellectual, Executive and Innovative ideas to be used for the benefit of Industry and Society, now have a formal platform set to unify the processes.

The Practice

The main objectives of the consultancy division SAHYOG is to provide:

1. Consultancy services within the country for the establishment of new enterprises, improving the performance of the existing units including sick units, mergers and acquisitions, etc.
2. Consultancy services for infrastructure development
3. Consultancy services associated with Social enriching projects
4. Consultancy services for acquisition or import of technologies, requiring technological and managerial competence to evaluate the technologies and engineering them as per local requirements, Promoting quality Foreign Direct Investments (inward and outward)
5. Consultancy services outside the country which is of relevance to the nation and society as a whole
6. Market Research, Business Development, Restructuring, Financial Appraisal, Problem Solving, MIS, Project Formulation & Preparation services
7. Structuring, developing and implementation of Training and Development Programmes, connected with the project or indirectly connected with project
8. Support services extended to different organizations in General, Core and different functional domains, as per the requirement

Evidence of Success

SAHYOG has now reached the pinnacle of Managerial excellence, as a government project: Rebranding Kudumbasree, is undertaken by the Nehru School of Management. MoU has already been signed & the preliminary survey was conducted. The discussion forums are now alive, through face-to-face sessions being organized in Kudumbasree Trivandrum HQ, and Ernakulam/Kozhikode base-centers. Director-NSM is the Team leader and is supported by Faculty/Student members for various allied activities. The Kudumbasree Theme and Logo have already been redesigned, and the 10 New-Products were launched in a grand event by the Hon. Kerala Chief Minister Sri. Oommen Chandi. Minister for Social Welfare Dr.M K Muneer, presided over the function organized at Adlux International Convention centre.

Problems Encountered and Resources Required

- Gradual erosion of language richness, in preparing and carrying out proposals
- Lack of International Projects.

Summary

The Consultancy division aims to provide an efficient system to the client organizations in their problem area. At SAHYOG, the major emphasis is to intensively study the problems identified, and then detect the allied problems (if any), and bringing about a complete solution for the client organization. The main services that will be provided by SAHYOG can be classified into the very nature of services. They are as follows:

Enterprise and Strategy Research Services

Finance and Financial Management

Research Services Management Learning

Research Services

Marketing Research & Marketing Intelligence Services

Organisational Behaviour and Human Resource Management Research Services

Annexure III

FEEDBACK ANALYSIS

Sample size 450

A. On Campus Experience:

- a) Library facilities: Rating by Majority of the students: Good
- b) Academic Atmosphere: Rating by Majority of the students: Good
- c) College administration: Rating by Majority of the students: Good

B. On qualities of teachers:

1. Communication skills of teachers: Very good 30% Good 70%
2. Accessibility of the teacher: Very good 40% Good 60%
3. Knowledge base of the teacher: Very good 40% Good 60%
4. Ability of the teacher to answer the question: Very good 40% Good 60%
5. Willingness of teacher to help: Very Good 70% Good 30%

C. Exit feed back

1. Academic Ambience: **Very Good - 100%** Good--% Satisfactory--%
2. Quality of instructions: Very Good - 100% Good--% Satisfactory--%
3. Relationship with teaching faculty: Very Good--% Good - 100% Satisfactory--%
4. Quality of cultural and sports events: Very Good - 90% Good - 10% Satisfactory--%
5. Support from teachers during hours of crisis: Very Good--% Good - 100% Satisfactory--%
6. Support for employability enhancement: Very Good -100% Good--% Satisfactory--%
7. Support for placement: Very Good -100% Good--% Satisfactory--%
8. Support to slow learners: Very Good - 100% Good--% Satisfactory--%

Annexure IV

Academic Schedule : 2015-16(ODD Sem)

S. No.	Particulars	S3	S5	S7
1	Time Table		10.06.2015	
2	Publication of Prescribed Text Books		10.06.2015	
3	Submission of Elective list from Department	-	-	10.06.2015
4	Commencement of Classes	15.06.2015	22.06.2015	15.06.2015
5	Re-Admission, Registration for Anti Ragging and submission of Anti Ragging Affidavit		13.07.2015	
6	Selection of Class Representatives	17.06.2015	26.06.2015	17.06.2015
7	Class Advisors. Departmental Coordinators Details		10.06.2015	
8	Departmental Association Team Members Identification		30.06.2015	
9	Constitution of Class Committee		26.06.2015	
10	Class Committee Meeting Schedule (Two meetings/Sem)		30.06.2015	
11	Minutes of class committee meeting Submission	Within 3 days from the Date of Meeting		
12	Details of Faculty Members Subject handling details of ODD Sem		03.07.2015	
13	Completion of Module – I	09.07.2015	10.07.2015	03.07.2015
	Completion of Module – II	31.07.2015	07.08.2015	31.07.2015
	Completion of Module – III	01.09.2015	08.09.2015	01.09.2015
	Completion of Module – IV	23.09.2015	01.10.2015	30.09.2015
14	Submission of Course Material to HoD for Verification : Module I	12.06.2015	20.06.2015	12.06.2015
	Submission of Course Material to HoD for Verification : Module II	06.07.2015	06.07.2015	01.07.2015
	Submission of Course Material to HoD for Verification : Module III	27.07.2015	03.08.2015	27.07.2015
	Submission of Course Material to HoD for Verification : Module IV	31.08.2015	04.09.2015	31.08.2015
15	Distributing Question Bank (Module I) to Students(Printed Material)	09.07.2015	10.07.2015	03.07.2015
	Distributing Question Bank (Module II) to Students(Printed Material)	31.07.2015	07.08.2015	31.07.2015
	Distributing Question Bank (Module III) to Students(Printed Material)	01.09.2015	08.09.2015	01.09.2015
	Distributing Question Bank (Module IV) to Students(Printed Material)	23.09.2015	01.10.2015	30.09.2015
16	Assignment - I : Questions Given for First Three Subjects		10.07.2015	
	Assignment - I : Submission of Attendance - First Three Subjects		13.07.2015	
	Assignment - I : Submission of Assignment Marks - First Three Subjects		16.07.2015	
	Assignment - I : Questions Given - Remaining Three Subjects		24.07.2015	
	Assignment - I : Submission of Attendance - Remaining Three Subjects		27.07.2015	
	Assignment - I : Submission of Assignment Marks - Remaining Three Subjects		30.07.2015	
	Assignment - II : Questions Given - First Three Subjects		07.08.2015	
	Assignment - II : Submission of Attendance - First Three Subjects		10.08.2015	
	Assignment - II : Submission of Marks - First Three Subjects		13.08.2015	
	Assignment - II : Questions Given - Remaining Three Subjects		11.09.2015	
	Assignment - II : Submission of Attendance - Remaining Three Subjects		14.09.2015	
	Assignment - II : Submission of Marks -Remaining Three Subjects		17.09.2015	

S. No.	Particulars	S3	S5	S7
17	Series Test – I (Module – I and Module – II)	17-19.08.2015		
	Submission of Series Test – I Consolidated Marks Statement	25.08.2015		
	Submission of Progress Report - Series Test-I to Academic Office	26.08.2015		
	Series Test – II (Module – III and Module – IV)	05-07.10.2015		
	Submission of Series Test – II Consolidated Marks Statement	14.10.2015		
	Submission of Progress Report - Series Test-II to Academic Office	15.10.2015		
	Model Exam	15-21.10.2015		
	Submission of Model Exam Consolidated Marks Statement	26.10.2015		
18	Parents’ Meet – AUE, CSE and ECE (FN : 9.30 AM – 12.30 PM)	17.11.15 FN	19.11.15 FN	20.11.15 FN
	Parents’ Meet – EEE, ME and MT (AN : 1.15 PM – 4.15 PM)	17.11.15 AN	19.11.15 AN	20.11.15 AN
19	Counseling (Students)	1.9.2015	1.9.2015	2.9.2015
	Counseling (Hostel Students along with their Parents)	3.9.2015		
	Counseling Slow Learners (5 and above Arrears)	12.8.2015 and 30.9.2015		
20	Details of Main Projects (Group, Title & Guide)	-	-	10.07.15
21	Special Coaching Classes for Slow Learners (Starting Date)	24.08.15 onwards (After Series Test-I)		
22	Students’ Feedback	17-26.08.15		
23	Quality Circle Meeting - I	20-31.07.15		
	Quality Circle Meeting - II	14.-25.09.15		
24	Industrial Visit (IV)	-	22-29.8.15	-
25	Submission of Compulsory Social Service (CSS) Report to HoD	-	-	01.10.2015
26	Onam Celebration	26.08.2015		
	Onam Holidays	27.08.15 to 30.08.15		
27	Project Interim Report	-	-	09.10.15
28	Study Holidays for Model Examination	10-13.10.15		
29	Aptitude and Soft Skill Training : (For S3, Five Days Training for All Branches Together, For S5, Five Days Training for All Branches Together and for S7, Four Days Training for All Branches Together)	22.06.15 to 26.06.15	27.07.15 to 31.07.15	27,28-07-15, 07,08-09- 2015
	Soft Skill Training For S7, Five Days Training for Each Department individually)	For S7 only : AUE : July 15, 16, 17, 20, 21 CSE : June 22,23,24,25, 26 ECE:A: July 3, 4, 6, 7, 8 ECE:B: July 9, 10, 11, 13, 14 EEE:A: July 15, 16, 17, 20, 21 EEE:B: July 22, 23, 24, 25, 29 IT: June 27, 29,30 and July 1, 2 ME-A: July 30, 31 and Aug 1, 3, 4 ME-B: Aug 5, 6, 7, 8, 10		
30	Last Working Day	14.10.2015	14.10.2015	14.10.2015

Academic Schedule : 2015-16(EVEN Sem)

S. No.	Particulars	S4	S6	S8
1	Time Table	13.11.15	05.01.16	05.01.16
2	Publication of Prescribed Text Books	13.11.15	07.01.16	07.01.16
3	Submission of Elective list from Department	-	18.01.16	04.01.16
4	Commencement of Classes	16.11.15	11.01.16	14.12.15
5	Constitution of Class Committee and Meeting Schedule	30.11.15	18.01.16	04.01.16
6	Completion of Module – I	02.12.15	30.01.16	10.02.16
	Completion of Module – II	06.02.16	22.02.16	24.02.16
	Completion of Module – III	02.03.16	21.03.16	11.03.16
	Completion of Module – IV	21.03.16	11.04.16	28.03.16
7	Submission of Course Material to HoD for Verification : Module I	13.11.15	7.01.16	22.01.16
	Submission of Course Material to HoD for Verification : Module II	30.11.15	28.01.16	08.02.16
	Submission of Course Material to HoD for Verification : Module III	01.02.16	18.02.16	22.02.16
	Submission of Course Material to HoD for Verification : Module IV	29.02.16	17.03.16	8.03.16
8	Distributing Question Bank (Module I) to Students (Printed Material) and Academic Office (Soft Copy – PDF)	4.12.16	1.02.16	11.02.16
	Distributing Question Bank (Module II) to Students (Printed Material) and Academic Office (Soft Copy – PDF)	08.02.16	24.2.16	25.02.16
	Distributing Question Bank (Module III) to Students (Printed Material) and Academic Office (Soft Copy – PDF)	04.03.16	22.3.16	14.03.16
	Distributing Question Bank (Module IV) to Students (Printed Material) and Academic Office (Soft Copy – PDF)	23.03.16	12.4.16	28.03.16
9	Assignment – I : Distribution of questions (First Three Subjects)	03.02.16	12.2.16	11.03.16 (All subjects)
	Attendance - Assignment – I (First Three Subjects)	09.02.16	15.2.16	14.03.16 (All Subjects)
	Marks submission – Assignment-I (First Three Subjects)	15.02.16	18.2.16	17.03.16 (All Subjects)
	Assignment – I : Distribution of questions (Remaining Three Subjects)	11.03.16	11.03.16	NA
	Attendance - Assignment – I (Remaining Three Subjects)	14.3.16	14.03.16	NA
	Marks submission – Assignment-I (Remaining Three Subjects)	18.3.16	17.03.16	NA
	Assignment – II : Distribution of questions (First Three Subjects)	01.4.16	23.03.16	23.3.16 (All subjects)
	Attendance - Assignment – II (First Three Subjects)	05.4.16	28.03.16	28.3.16 (All Subjects)
	Marks submission – Assignment-II (First Three Subjects)	07.4.16	31.03.16	31.3.16 (All Subjects)
	Assignment – II : Distribution of questions (Remaining Three Subjects)	8.4.16	8.04.16	NA
	Attendance - Assignment – II (Remaining Three Subjects)	11.4.16	11.04.16	NA
	Marks submission – Assignment-II (Remaining Three Subjects)	15.4.16	15.04.16	NA
10	Series Test – I	15-17.02.16	03-05.3.16	04-05.03.16
	Submission of Series Test – I Consolidated Marks	20.02.16	10.03.16	10.03.16

	Statement			
11	Series Test – II	28-30.03.16	13-16.04.16	29-30.03.16
12	Submission of Series Test – II Consolidated Marks Statement	04.04.16	20.4.16	04.04.16
13	Remedial Test	06-08.04.16	20-22.04.16	07-08.04.16
	Submission of Remedial Test – II Consolidated Marks Statement	11.04.16	25.04.16	12.04.16

S. No.	Particulars	S4	S6	S8
14	Model Exam	Will be announced later		
	Submission of Model Exam Consolidated Marks Statement			
15	Environmental Visit	01-05.03.16	-	-
16	Students' Feedback	01-02.03.16	08-10.03.16	
17	Submission of Faculty Members' – Subject Handling Details (<i>Need to Forward to University</i>)	05.01.16	14.01.16	05.01.16
18	Quality Circle Meeting - I	09-10.02.16	24-25.02.16	29.02, 01.03.16
	Quality Circle Meeting - II	22-23.03.16	04-05.04.16	21-23.03.16
19	PTA Meeting – AUE - (FN : 9.15 AM – 12.15 PM) – II & III Yrs.	10.03.2016		
	PTA Meeting – AUE (AN : 01.00 PM – 4.00 PM) – Final Yr.			
	PTA Meeting – CSE (FN : 9.15 AM – 12.15 PM)	11.03.2016		
	PTA Meeting – IT (AN : 01.00 PM – 4.00 PM)			
	PTA Meeting – ECE-A (FN : 9.15 AM – 12.15 PM)	14.03.2016		
	PTA Meeting – ECE-B (AN : 01.00 PM – 4.00 PM)			
	PTA Meeting – EEE - (FN : 9.15 AM – 12.15 PM) – II & III Yrs.	15.03.2016		
	PTA Meeting – EEE (AN : 01.00 PM – 4.00 PM) – Final Yr.			
	PTA Meeting – ME-A (FN : 9.15 AM – 12.15 PM)	16.03.2016		
	PTA Meeting – ME-B (AN : 01.00 PM – 4.00 PM)			
	PTA Meeting – MR (FN : 9.15 AM – 12.15 PM)	17.03.2016		
20	Submission of Compulsory Social Service (CSS) Report to HoD	-	-	01.02.16
21	Christmas Celebration	19.12.15	-	-
	Christmas Holidays (Winter Vacation)	20.12.15 to 27.12.15		
22	Main / Mini Project Report – Rough Draft Submission	-	30.03.16	28.1.16
	Submission of Mini Projects Groups Details to Academic Office	-	25.1.16	-
	Final Review of Main Project	-	-	22.01.16
	Main / Mini Project Report – Final Copy Submission to Academic Office	-	06.4.16	12.2.16
23	Konfidence Aptitude Training	-	21-22.01.16, 19-20.02.16 18-19.03.16	
	Konfidence Aptitude Training for TCS	-	-	Will be announced later
	IBM - Specific Training	-	-	14-19.12.15
	IBM Campus Interview	-	-	Will be announced later
24	Photo Session (Final Year)	-	-	31.03.2016

25	NSITE	04 – 05.02.2016
26	BLOOM	26 – 27.02.2016
27	Motto Expo	29-31.01.2016
28	College Day	23.02.2016
29	Model Exam (Lab)	Will be announced later
30	Internal Marks Calculation	
31	Preparation of APC List	
32	Farewell to Final Year Student	
33	Last Working Day	
34	Issuing No Dues Certificate	
35	Depositing No Dues Certificate to Academic Office	
36	Publication of Internal Marks	
37	Issuing No Dues Form	
38	University Practical Examination	