YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	College of Engineering Trikaripur
• Name of the Head of the institution	Dr. Vinod Pottakulath
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04672250377
• Mobile No:	8289890377
• Registered e-mail	tkrcape@gmail.com
• Alternate e-mail	iqac@cetkr.ac.in
• Address	Cheemeni
• City/Town	Kasaragod
• State/UT	Kerala
• Pin Code	671313
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	**APJ ABUL KALAM TECHNOLOGICAL UNIVERSITY**
• Name of the IQAC Coordinator	**Dr. Naveena A.K**
• Phone No.	**04672250377**
• Alternate phone No.	**8289890377**
• Mobile	**9446440518**
• IQAC e-mail address	**iqac@cetkr.ac.in**
• Alternate e-mail address	**naveenaak@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://cetkr.ac.in/downloads/aqar/aqar_report-final-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://cetkr.ac.in/downloads/Academic%20Calender2020-21_cetkr.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.52**	**2017**	**27/11/2017**	**26/11/2022**

6.Date of Establishment of IQAC	**13/10/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	**TEQIP**	**MHRD**	**2012 for 4 years**	**100000000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**4**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Conducted Academic Audit in par with NBA guidelines.

Successfully completed MRM audit of ISO and renewed the ISO certification.

NBA accreditation of the Electrical and Electronics Engineering department got extension for one more year

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

Plan of Action	Achievements/Outcomes
Planned to conduct international webinar	**An Internation webinar on**
National conference	**National conference was organized on 13 and 14 December 2021**
Motivate the students to Join MOOC Course	**Colleg started NPTEL Local CHapter and the number of students registered for the NPTEL -SWAYAM course increased.**

13.Whether the AQAR was placed before statutory body?	**Yes**
• Name of the statutory body	

Name	Date of meeting(s)
Colleg council meeting	01/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	04/01/2021

Extended Profile

1.Programme

1.1	257
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	822
Number of students during the year	

File Description	Documents
Data Template	[View File](#)

2.2	151
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	189
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**54**

File Description	Documents
Data Template	View File

| 3.2

 Number of Sanctioned posts during the year | **54** |

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**25**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**33.74**
4.3 Total number of computers on campus for academic purposes	**270**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The affiliated University designs the curriculum carefully by addressing the reent technologies and the opportunities existing in the regional and global level with all necessary fundamentals. The curriculum focus on Outcome Based Education(OBE) and the institute keenly observes the attainment of PEO, PO and PSO for the respective programs which in turn relates to VIsion and Mission of the institution and departments as well.

The institution meticulously plans for effective implementation of

the curriculum by following the procedure described in the following section. The university publishes the academic calendars (Semester-wise academic schedule) on a regular basis well before the commencement of a semester.Adherence to the academic calendar itself ensures effective curriculum delivery. The University takes special initiative to monitor the adherence of institutional level activities to the academic calendar via internal as well as external academic audits that are usually conducted twice a semester.

Subject priorities of all faculty members in a department are submitted before the Head of the Department. Based on the field of specialization, number of times subjects taught and experience, course allocation for an upcoming semester gets completed well in advance by the end of an ongoing semester. A faculty can thus plan for an effective course delivery method. The academic committees discuss and plan overall semester activities. Time timetable committee prepares timetable for each class and distribute to the respective faculty members. The students are permitted to opt elective courses from a list of courses from the syllabus pool and that could be offered by the department. The list is then consolidated by the class advisor and final allotment is fixed by the HOD.

The concerned faculty for each subject prepares a course plan giving the topics of the syllabus and proposed date of completion of the topic. A course file is a sufficient method of documentation to ensure effective curriculum delivery.Course files are prepared and maintained by the faculty which includes syllabus, academic calendar, year calendar, course plan, teaching materials, assessment methods such as tutorials, assignments, internal test question papers, answer key, scrutiny form, previous year University question papers etc. The concerned faculty for each subject prepares a detailed lesson plan giving the units of the syllabus and proposed date of completion of the unit. The course file is submitted before the audit team. Class Committee and course committee meetings are conducted as per the schedule in academic calendar to discuss and fix the progress of each course involved in a semester. The class/course committee monitors the conduct of the class/course, adherence to the course plan and time schedule, completion of the syllabus, and take suitable remedial actions regarding the conduct of the course. The campus management system has provision to maintain course files and all academic assessment details as soft records.

Apart from regular classes, bridge courses and placement trainings

are conducted to enhance the students succeed in their graduate level studies, enhance Problem Solving skill, Analytical Skills, Communication Skill and Presentation Skill. Workshops and expert talks are conducted to expertise students in concerned areas. University has implemented minor courses in the curriculum so as to make students competent in need of the hour courses and also to expertise themselves in multidisciplinary subjects as per industry needs.The students are encouraged to upgrade their knowledge by undergoing MOOCS courses through NPTEL. Further the Internship made compulsory for all the students and as a result the student can upgrade the knowledge base in diversified fields. In addition to the curriculum, student's skills are upgraded by conducting various value added courses and become industry ready.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://cetkr.ac.in/downloads/Academic%20Calender2020-21.pdf

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

At the beginning of each academic year, the academic calendar prepared by the University and the institution strictly follows it. The institute sets the year calendar in line with the academic calendar prepared by the University. The university publishes the academic calendars (Semester-wise academic schedule) on a regular basis well before the commencement of a semester. All academic as well as extracurricular activities (Commencement of classes, conduct of class committee and course committee meetings, internal exam schedule, schedule of conduct of sports, arts etc., deadlines for publishing attendance, internal exam marks) will be scheduled in the calendar and institute strict adheres to the calendar as far as possible without much deviations from the calendar. An internal examination cell coordinated be a senior faculty is functioning for the smooth conduct of internal examinations. Two internal assessments and minimum of two assignments are conducted to evaluate the internal marks for each theory paper. To assess the quality of the question paper scrutinization process is opted. Course Objectives (COs) are shown in the Question papers for internal assessment. Continuous evaluation of practical courses are evaluated based on the performance in the labs and the viva conducted in each lab. The information of attendance and internal marks are

disseminated to the students after every assessment. Students are aware of the internal marks and attendance. After the results are published Parents can view the marks online through College Management Software. Class PTA meeting were also conducted after the internal examinations.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://ktu.edu.in/eu/acd/academicRegulationsCalendar.htm

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

5

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

15

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

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

171

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

171

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

1.3 - Curriculum Enrichment

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

In order to integrate the cross-cutting issues relevant to professional ethics, gender, human values and environment and

sustainability, different types of subsidiary courses are added in the curriculum. The aim of these courses is to develop the awareness about cross cutting issues mentioned above. The courses mentioned below included in the curriculum for attaining this.

Environment and sustainability

MCN201-SUSTAINABLE ENGINEERING: Objective of this course is to inculcate in students an awareness of environmental issues and the global initiatives towards attaining sustainability.

MCN 301- DISASTER MANAGEMENT: The objective of this course is to introduce the fundamental concepts of hazards and disaster management.

CE371 ENVIRONMENT AND POLLUTION: This course is intended to understand the various types of environmental and industrial pollution, pollutants, related diseases and their causes and to impart the various management techniques available for pollution abatement.

CE374AIR QUALITY MANAGEMENT: This course is intended to understand the various forms of air pollutants and their effects on human and environment and to know the various methods of controlling air pollutants.

CE405ENVIRONMENTAL ENGINEERING- I: This course is intended to understand significance of water resources and the factors affecting the quality and quantity of water and to study the various types of treatment techniques adopted for a public water supply system.

CE402ENVIRONMENTAL ENGINEERING – II: The students will have an understanding of the various types of treatment methods for wastewater and also know the design aspects of various treatment units in a wastewater treatment plant.

CE469ENVIRONMENTAL IMPACT ASSESSMENT : This course is intended to understand various types of environmental pollution and to make aware the impact due to various types of pollutants and their assessment technique.

CET383ECO-FRIENDLY TRANSPORTATION SYSTEMS : This course is intended toanalyse Transportation network for eco-friendliness and quantify the levels and to Design eco-friendly transportation systemsand also to Apply concepts of sustainability in developing green fuels and vehicles.

EE367 New and Renewable Energy Systems : To give sufficient knowledge about the promising new and renewable sources of energy

Apart from the courses mentioned above the institute takes keen measures to implement environment preservation activities in order to keep our campus green and clean. The two active NSS units in our college observes World Environment Day by planting trees in the campus, perform regular cleaning as a part of Green Campus Campaign. They also perform cleaning activities a part of Swach Bharath Pakwada and Swach hi Seva campaigns.

Professional ethics and Human values

HUT 200-Professional Ethics: To enable students to create awareness on ethics and human values.

MCN 202- CONSTITUTION OF INDIA: The study of their own country constitution and studying the importance environment as well as understanding their own human rights help the students to concentrate on their day to day discipline.

HUT 310-Management for Engineers: This course is intended to help the students to learn the basic concepts and functions of management and its role in the performance of an organization and to understand various decision-making approaches available for managers to achieve excellence.

We maintain Women Forum and Internal Compliance Committee as a measure to ensure women safety and handle any sort of harassment against women.

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

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

51

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

240

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**A. All of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://cetkr.ac.in/downloads/aqar/Survey.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

270

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

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

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

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The performance of students in class tests and participation in activities such as class room discussions, seminars, class committee meetings etc., reflect her/his learning capabilities. The institution follows an efficient evaluation system that helps categorize students based on their ability to learn. Advanced learners are identified and constantly encouraged to strive for higher goals. Teachers ensure that such students are given challenging home works/assignments that increase their intellectual capacity. To motivate the advanced learners and to encourage them

? The institution conducts the guidance classes for competitive examinations like GATE, CAT etc.

? Making use of NPTEL, MOOC, Swayam, Courseera programmes.

? Participating in group discussions, debates, quizzes and science exhibitions to help enhance analytic thinking and problem-solving abilities and to gain firsthand experience in modeling and design

? Offer BTech minors and BTech Honors to the students.

The institute maintains an efficient advisory system wherein one faculty advisor is assigned to monitor the performance of students of each class. The advisors identify and keep track of those students who may be academically under-performing, economically weak, or ones with personal struggles so as to support them in making learning more fruitful.

Each advisor maintains a set of documents containing information pertaining to attendance, subject/classroom/lab involvement, performance in class test, assignments etc. Assistance is provided by the institution to students in the form of special coaching, remedial classes, simplified learning material and personal

counselling. During the university examination time, we usually gave extra remedial classes to the weak students and also performed its evaluation. Reports on all the student assessments are communicated to the parents and class PTA meetings are convened regularly.

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

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

Number of Students	Number of Teachers
822	54

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

All measures are taken by the institute to make learning more student-centric. Opportunities for interactive learning is provided to students through tutorials, lab sessions etc. In the curriculum, most of the theory subjects have tutorial hours per week for which tutorial questions are given. More faculty members are assigned for the tutorial hours. The tutorial questions or problems are solved by students by interacting with the faculty and peers. Also in labs, students are divided into groups and an experimental learning process is encouraged. Further, more student-centric learning strategies such as peer instruction, group discussions, seminars, group quizzes etc. are also practiced in the institute. Student projects provide best opportunities for collaborative as well as independent learning. The individual contribution, leadership quality and team efforts are evaluated during project evaluations. To support independent and collaborative learning, institute conducts technical competitions, professional body activities, paper presentations etc. Students are also encouraged to participate in such competitions organized by other reputed institutes. In order to make the teaching-learning process more student-centric, all the class rooms are made smart. Faculty members are nominated to attend

Pedagogical trainings regularly, in order to expose them to student-centric learning strategies.

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

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

The faculty of this institute utilizes multiple teaching aids to make course delivery more effective. The faculty utilizes all the potentials of smart classrooms (power point presentation, use of moodle, google class room, virtual laboratories, mobile education etc) for making the teaching process effective. Our college developed a moodle portal provided by gnomio named cetkr courses in which a number of faculties deliver course materials. Students can access the study materials, assignments, and class test scheduled by the faculties from that site. This portal helped the students to continue their studies and asses students' performance during the Covid 19 pandemic. To do not stop the experimental learning during covid 19 pandemic our college signed an EOI (Expression of Interest) with National Institute of Technology Karnataka (NITK) for Virtual lab. The college management system is enhanced to equipped with online class conducting facility and online evaluation. Apart from this faculties uses NPTEL NME-ICT lectures or e-learning resourses to enhance the teaching learning process. Also, faculties provide information about various possible sources of knowledge to students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://cetkrcourses.gnomio.com

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

2.3.3.1 - Number of mentors

34

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

2.4 - Teacher Profile and Quality

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

54

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

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

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

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

290

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

2.5 - Evaluation Process and Reforms

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

The institute performs the student evaluation process based on the regulations suggested by the concerned Universities.

The marks of internal assessment are generated based on the entries given by each faculty responsible for a course. The entries and the internal assessment marks are displayed on the notice board of respective departments. They are then presented to the parents in class PTA meeting by one of the senior faculties. We also follow the timely publication of internal assessment through college management software (CMS). Students, parents, tutors, HODs can view these assessments. Thus the internal assessment become more transparent.

The institute has been making its own reforms in the evaluation process at the college level as well. The institute is presently shifting to outcome based evaluation of various Graduate Attributes. For this, the institute has specified POs based on the Graduate Attributes suggested by National Board of Accreditation (NBA). The individual departments in the institute utilize a unique set of rubrics also for assessing individual PO. According to KTU 2019 syllabus, course outcome (CO) of each subject and the mapping of Program Outcome (PO) is defined. Course outcome will be clearly discussed with the students in the first day class of each subject. Also, our question paper, syllabus of each subjects, assignments are CO based.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://cetkr.etlab.in/user/login

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

The institute has a grievance redressal system and is functioning for the students and faculty of the institute. A decentralized functioning is being successfully practiced in the campus for grievance redressal. Majority of the grievances reported are of minor in nature and are taken care of by the respective department. To take care of major grievances, the institute has a Grievance redressal Cell constituted by the Principal. The committee addresses the grievances of the students and to consider their appeals on any decisions made by the institute.

The composition of the Grievance Cell is given below:

? Convener: A Senior Professor

? Members: Four faculty members including minimum one lady faculty

Any objection regarding the conduct and evaluation of internal tests can be represented in the institute at various levels. The discrepancies related with internal evaluation procedures for example, question papers not pertaining to syllabus, providing inadequate data, etc. are effectively addressed by the faculty-in-charge and HoD. Complaints and grievance regarding evaluation of examinations at the institute level are properly addressed by the individual departments. If the students further have grievance, they can approach the Grievance Redressal and Appeals Committee

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The College website and prospectus very clearly state the vision, mission and objectives of the Institution. The students are made aware of the aims and objectives of the institute through Orientation Programmes, Seminars and Talks, etc. The institute ensures that staffs of are informed of the system through discussions in the staff council meetings, departmental meetings etc. The course outcome of each course is defined along with the revised university syllabus itself.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://cetkr.ac.in/b.tech_cse.php, https://cetkr.ac.in/b.tech_eee.php.,https://cetkr.ac.in/b.tech_ece.php, https://cetkr.ac.in/b.tech_ce.php
Upload COs for all courses (exemplars from Glossary)	View File

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

The institute has a defined system to collect data on student learning outcomes. The learning outcomes are assessed through internal test, assignments, tutorial etc. Faculty in-Charge of each course collects and keeps data for the learning outcomes. The collected data will be analysed by the faculty. For each course, the result analysis is carried out and compiled by faculty advisor and given to IQAC. Based on result analysis weak students are identified and remedial coaching is given to them to overcome the barriers of learning. The evaluation of teachers by students is also done for every course in order to identify the flaws in teaching. This is also analysed by the IQAC and steps are taken to improve course delivery.

Head of the Department, Department Academic Coordinator and Faculty Advisor strictly monitor the content delivery of every course and ensure that it is done as per the course plan submitted by the faculty member. Class committee meetings convened by the HOD addresses the issues faced by the teachers and students. Corrective measures such as extra classes for difficult topics, remedial classes for weak students, improvement of teacher/student behaviour etc., are undertaken. The institute monitors and ensures the achievement of learning outcomes through:

? Department and Staff Council meetings

? Informal feedback is sought from students and teachers

? The institute has IQAC for monitoring and ensuring the achievements of learning outcomes.

? Monitoring students' progress through tests and assignments.

Our course evaluation is also CO based and the CO attainment of each course is calculated. Answer sheet is also designed appropriately for CO calculation. At the end of the course, each faculty in charge of the course collect course outcome survey. The collected data is analysed by the faculty.

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

2.6.3 - Pass percentage of Students during the year

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

122

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<u>https://cetkr.ac.in/downloads/aqar/Student_satisfaction_Survey.pdf</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

3

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://kscste.kerala.gov.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

30

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

14

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

National Service Scheme plays vital role in establishing a robust network which has got volunteers at a time to organize social outreach programs. A faculty serves as its Program Officer. NSS arrange camp in the nearby village and give assistance to construction of road, treeing, cleaning, electrification. Activities including Covid 19 awareness and vaccination campaign were organized in collaboration with the health department

During Covid -19 pandemic College of Engineering Trikaripur in association with NSS conducted aworhshop on developing automatic sanitizer machine and the automatic sanitizer machine was donated to

nearby public places like police station, fire station, Primary
health centre and Pnchayath office. .

Professional Bodies, like IEEE which promote volunteerism, is
present with in the campus.IEEE conducted two series of seminars in
the near by high schools to promote Engineering and Technology
education and improve women education after high school. In July
2020 and in Septermber to October 2021 seminar was conducted in 8
schools including the the schools in the remote place.

Many students who are actively engaged in field research acquire
lasting life skills to engage, interact and work with people at the
grassroots levels especially the vulnerable and marginalized
sections.

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

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

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

3

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

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

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

during the year

22

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

116

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College of Engineering Trikaripur has a well-developed campus with more than 25 acres of land. It is equipped with modern facilities and learning resources to achieve academic excellence according to it vision and mission.Modern Classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, etc.are available to meet the currucular and co-currivular activities. The facilities and equipment for teaching, learning and research are given in table

No.

Facility

Nos./Specialties

1

Class rooms

- **UG-20 nos.**

2

Technology Enabled Learning Spaces

- Multimedia Projector

- Entire campus has Wi-Fi connectivity.

3

Seminar halls/Conference facility

6

4

Tutorial spaces

Most of the labs in all the departments have facility for conducting tutorial sessions. This is used along with free class rooms available as per timetable.

5

Labs including computer labs

- Civil – 9

- Mechanical workshop

- Electrical – 8

- Electronics–8

- Computer Science & Information technology – 4

- Computer centre - 1

- Basic Sciences – 3

6

Department libraries

Each department has its own library with good collection of books and journals.

7

Common facility

- CCF (Central Computing Facility)

- Innovation and Entrepreneurship Development Cell(IEDC)

- Training and Placement Cell

Class Rooms: Provided with good ventilation, multimedia projector, white/black/green board and notice board

Seminar Halls / Conference Halls: The jubilee hall at the main block is air-conditioned. College also has a PTA hall for meetings and documentation. Each department is provided with a seminar hall and they are well furnished and equipped with the most modern audio-visual systems. The audio visual facilities are digitally enhanced and designed for effective presentations with excellent auditory reception. The college has an air conditioned Jubilee hall having a seating capacity of 160, PTA hall of 20 and each department has a seminar hall which can handle 60 people.

Central Computing Facility (CCF): Central Computing and Browsing Centre facilities can be utilized by staff and students. The centre provides the latest state-of- the-art computers with browsing facilities. The centre functions on all working days and Saturdays from 9 a.m. to 5 p.m.

IEDC: The institution has an Innovation and Entrepreneurship Development Cell (IEDC) which organizes entrepreneurship awareness programs for the students

Central library: Central library has a collection of more than nineteen thousand four hundred and one volumes and four thousand four hundred titles of books and more than one fifty titles of journals and periodicals, seven e-journal packages e-books and more than 300 CDs

Language Lab: The language lab is provided with ETNL software which

helps the students to improve their communication skills. Students can utilize the lab facilities beyond regular working hours.

Internet Facility:

- 100 Mbps broad band connection from National knowledge Network and a 10 Mbps connection as proxy provided by kerala vision in case of any failure in the main Internet facility.
- 24x7 Wi-Fi facility in the campus.

b) Extra-curricular activities: Sports, outdoor and indoor games, auditorium, NSS, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc., are some of the facilities provided.

Auditorium and other facilities: An open auditorium to accommodate 900 persons and recreational spaces like indoor and outdoor sports and games activities are available for the students and staff. All the institutional and professional associations and organizations like, IEEE,Alumni office, NSS, Students Affairs and related meeting spaces, are located in different parts of the campus on a make shift basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://cetkr.ac.in/labs_workshops.php

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

The college has a Football ground, Cricket pitch, Basket ball court, Suttle Badminton court(indoor), Vollyball court and Table tennis Hall.

Sports meet, inter semester tournaments and coaching camps are conducted every year. The above facilities are also used for daily practice and games by students and faculty. Cultural Activities: College conduct arts fest everyyear organized by students union. During 2020-21 since the classes are conducted in online mode the Arts festival also conducted in online mode. More than 500students participated in the arts festival. A good coordination was done by

batch captians and each event coordinator. The recorded session were played to students through youtube.

Public Speaking and Communication Skill Development: Mock Group discussion and Interview were organized by Training and Placement cell, which improves the placement rate in the year 2020-21. Film Club, English development club, Creative club functioning in the campus offer immense opportunities for the students to acquire, improve and demonstrate their extra-curricular skills. Various activities organized are conducted in the college auditorium, seminar halls and in temporary stages setup in the college ground. Yoga: NSS unit organizes yoga training in the campus occasionally also Yoga day is celebrated in the college under the Physica education faculty and a yoga trainer. College auditorium is utilized for organizing yoga class. Health and hygiene: ? Women's cell organizes awareness program on health and related issues occasionally. ? College canteen and hostel mess are provided with modern equipments to ensure cleanliness and hygiene. ? Water purifiers are installed at various locations to ensure safe and clean drinking water. ? First aid facilities are available in all laboratories.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://cetkr.ac.in/sports.php

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

26

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

25

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cetkr.ac.in/Image%20Gallery/CLASS/Image_Gallery/index.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

14

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

4.2 - Library as a Learning Resource

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

Library automation The library is fully computerized using an integrated library management system"Koha". It includes modules for aquisitions, circulation, cataloging, serials management etc. Koha is distributed under the frees software general public licenceversion 3 or later. Barcoding is done for every book available in the library. OPAC facility is also provided for the users of the librar,. Digital library facility is also there using the software DSPACE Total number of computers for user access: 12 Nos Total number of printers: 2 Nos Internet bandwidth/ speed: 100 Mbps connection of National Knowledge Networks. Institutional repository DSpace of Central Library holds previous years question papers, index of seminar reports, project reports etc. can be accessed through digital library portal.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://cetkr.ac.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.75

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

50

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Campus Networking Centre provides 24 hours internet services in campus .The Networking Centre is maintained by a dedicated System Administrator. The institution is availing National Knowledge Network connectivity of 100 mbps speed. Entire campus is Wi-Fi enabled and registered users can connect their laptop at any time to access internet.The campus has a central computing facility with 36 ACER Desktop computers with4th gen Corei3 processor, 4GB Ram, 500GB HDD and 16" monitor and HP laser printer. All systems are connected to internet via a 100Mbps structured LAN and these are accessible to students and faculty.

The fire wall is updated in 2020 and most of the switches initially connected in the campus network is recently replaced to ensure the proper LAN connection. Also Some of the Wi-Fi repeaters are replaced to improve the Wi-Fi coverage

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://cetkr.ac.in/computercenter.php

4.3.2 - Number of Computers

270

File Description	Documents
Upload any additional information	View File
Student – computer ratio	**No File Uploaded**

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

16

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

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

College of Engineering, Trikaripur is an institute established byCAPE(Co-operative Academy of Professional Educationn) sponsored by Govt. of Kerala. The requirements for up-gradation of existing infrastructurefacilities along with the proposed budget will be put forth to college administration by the end of every academic year. This will be followed by the constitution of Purchase Committees. All the requirements are discussed and decisions are taken for purchase or up- gradation of facilities by the institution management and purchase committees. Tenders are placed online on institution website. Following all the terms and conditions of tendering, the committee finalizes the tender and recommends placing the purchase order. This procedure is followed for the purchase of computers, software and other equipments. The Government of Kerala allot fund for College of Engineering Trikkaripur under plan fund and non-plan fund through CAPE.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

439

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

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

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

25

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to institutional website	https://cetkr.ac.in/imagegallery.php
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

126

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

126

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

66

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

17

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

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

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

examinations) during the year

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The students Union is being constituted in each year from the students elected through a general election procedure. The Executive Committee consists of: Chairman, Vice Chairman, General Secretary, Councilors to the Kerala Technological University Union (Two Members), Editor of the College Magazine, Arts Club Secretary, Secretary of Sports, One member representing the students of each year elected by the students of respective year among themselves, Two lady representatives elected by the lady students of the college from among themselves. The college provides a college union fund, which is collected from the students for union activities. College

union organizes Arts festival every year and annual sports meet. It also celebrates the festivals like Onam and Christmas and many co-curricular events of such kind.

The college has various academic and administrative bodies that have student representatives in them as given below: College Union, Course Committee, Hostel Committee, National Service Scheme (NSS) Training and Placement Cell (TPC), Students Grievance Cell , Women Cell, Library Council, Department Associations. These committees are responsible for organizing various co curricular and extracurricular events for the benefit of students. Students are very active in NSS and department association activities.

Professional body societies like IEEE student branch and ISTE student chapter are well established in the college and they conduct many technical programmmes and influences the student community through humanitarian activities.

File Description	Documents
Paste link for additional information	https://cetkr.ac.in/ieee.php
Upload any additional information	No File Uploaded

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

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

23

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

5.4 - Alumni Engagement

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

The College Alumni Association was established in the college campus during the year 2007.The main objective of this Alumni Association is to maintain a link between the students who have passed out and students studying in this college. Senior alumni members, those who are employed in various organizations/companies can help their junior alumni members by giving information about the job opportunities and career growth available in their organizations/companies. To facilitate above objectives, the Association has been regularly organizing Onam Celebration and a meet among members once in every year.

During the year 2020-21 twoonline alumni interaction meeting was arranged. In the meeting reputed alumni's of the college interacted with the final year students and interaction was mainly sharing their experience. The programme was conducted through Google meet.

During the covid-19 Pandemic when the college started online classes some of the students from poor financial background can not afford buying a smart phone. In that situaion our alumni helped our students by providing 3 smartphone to students belonging to very poor financial bachground.

Alumini also awarded a total amount of Rs. 20000/- towards scholaships for the student blonging to poor financial background and had a much better performance in the university results.

File Description	Documents
Paste link for additional information	https://cetkr.ac.in/alumni.php
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The effective leadership of our governance body is highly influential in the formulation of vision and mission of the institute and the implementation of the same.

VISION

To be a premier institution in education and research for moulding technically competent and socially committed professional

MISSION

Promote interdisciplinary research and innovation so as to meet the current needs of industry and society.

Attract, nurture, and retain the best faculty and technical manpower

Provide state of art facility for quality technical education

Develop personality and professional skills of the students through interaction with alumni academia and industry

Governing body of the college designs and executes Short-term, Long-term plans integrating departmental plans, findings of SWOT analysis and other recommendations from all the stake holders. Every year this process is conducted in the institution. The policy and planning are carried out according to consultation with stake holders. Top management with the help of the department wise committees formulates quality policy and integrates the same in the strategic plan. Formulation of action plans and defining the policy objectives attempts to address the issues of systematic change to provide quality education. Creating robust principles, frameworks, systems and processes the institution intends to reinforce the culture of excellence. All the systems work together as a team aiming to be champions of organizational change. The Departments fosters a healthy competitive atmosphere among themselves and each one strives to accomplish excellence in their standards.

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

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

Our College is managed by Cooperative Academy of Professional Education – Kerala (CAPE – Kerala). There are 9 Engineering Colleges under CAPE. The strategic plan was formulated by the governing body of CAPE, which is headed by the honourable Chief Minister of Kerala. There is a BoG for the College for taking care of Technical Education Quality Improvement Programme – II activities. The College follows the policy of decentralization. The Governing Body delegates all the academic and non-academic decisions based on policy to the College Council and IQAC headed by the Principal. The College Council and IQAC formulate common working procedures and entrusts the implementation through departments. The department coordinator manages the day to day activities of the department and keeps a track of co-curricular and extra-curricular activities in the College. Other units of the college like sports, arts, library etc. have operational autonomy under the guidance of the various committees/clubs/associations and students are involved from various departments in the decision-taking process.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The CAPE management gives liberal freedom and tractability to the Principal together with the College Council to lead all the academic activities of the College. They regularly meet and take necessary steps to formulate and implement strategic plans of the institution. Staff Advisor (Mentor) system is introduced in all the departments and it is commendably supervised by the Principal and Head of Departments They invite suggestions from senior staff and to study the impulses of the institute in general and take steps for further improvements as far as they are within the capacity and recommend the management for modifications. The following strategies are adopted by the institution to monitor and evaluate policies:

Regular meetings of the College Councils and IQAC

Annual meeting of BoG of TEQIP – II

The feedback system (Regular feedback from Stake holders, Alumni Members, Staff and Students)

Periodical Internal Academic Audit Team visits to the departments (Twice in a Semester) and External academic audit per year form APJ Abdul Kalam Technological University

Regular visits of the Principal to the departments and interaction with heads of the departments

Heads of the departments monitor the system of each department regularly.

Annual Evaluation and Presentation by each Department and Programme Committee Coordinators regarding their activities.

The result and placement analysis before the Management after completion of each semester.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://cetkr.ac.in/index.php
Upload any additional information	No File Uploaded

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

The Hon'ble Chief Minister of Kerala, Shri. Pinarayi Vijayan is the Ex-officio Chairman of the Society. The Hon'ble Minister for Co-operation and Registration, Shri. V.N. Vasavan is the Ex-officio Vice Chairman of the Society and the Chairman of its Board of Governors with the Director of the Academy as the Member Secretary of the Society. The governance of the CAPE is vested with a seven member Executive Committee headed by the Hon'ble Minister for Co-operation. The members of executive committee are

Sri. V.N. Vasavan, Hon'ble Minister for Co-operation

Smt. Mini Antony, I.A.S, Secretary to Government, Co-operative Department, Government of Kerala

Sri. P.B. Nooh, I.A.S, Registrar of Co-operative Societies,

Government of Kerala

Sri. Rajan P.S , Chief Executive Officer, Kerala Bank, Thiruvananthapuram

The Joint Secretary to Government, Finance Department, Government of Kerala

Dr. R. Sasikumar, Director, CAPE

The Governing Body is responsible for Policy making and to verifying the reports through the Director. The decision making procedures are made at appropriate levels in the organizational hierarchy. Statutory bodies such as IQAC Cell, Anti-ragging Cell etc., as per the university/ government guidelines are also included in the organizational structure of the institution. A committee comprising of faculty members and administrative staff are involved in the planning and implementation, academic audit and evaluation. There are different bodies that give academic and administrative leadership to the institution. An optimum level of decentralization through the departmental system and participative decision making process are in practice.

Service Rules:

The institution strictly follows the service rules according to Kerala Service rules and AICTE norms. The institution runs for 8 hours. The teaching and non-teaching faculty have the benefits of PF, ESI, Casual Leaves, Earned Leaves , Medical Leaves and Maternity leaves etc., Recruitment is taken place according to the norms of the AICTE and University. The recruitment is done through a competitive exam and interview. The appointment is made purely on merit basis. The Director board along with Subject experts decides the worthiness of the faculty member by his/her performance in the interview according to the parameters they are looking for.

Promotional policies:

The institution follows the good academic standards, provide transport facility to students, Merit scholarships are given to the meritorious students in each semester.

Grievance Redressal Mechanism:

The grievance redressal mechanism for students as well as faculty members, non teaching staffs, and supporting staffs are in force.

Internal Compliance cell is functioning in the college to take care of the grievances of female employees. Anti ragging cell is functioning with the help of student unions. Grievance drop boxes are there in all the department blocks. The complaints related to the functioning of college may be dropped in the box. Periodic inspection and opening of boxes are done and enquiry may be conducted, if there are grievneces.

File Description	Documents
Paste link for additional information	https://cetkr.ac.in/index.php
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

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

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

6.3 - Faculty Empowerment Strategies

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

College of Engineering Trikaripur has effective welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:

1. **Maternity and paternity benefits as per norms**
2. **Quality Improvement Programme**
3. **Career Advancement Scheme**
4. **EPF**

5. Group Insurance Scheme (GIS)
6. State Life Insurance (SLI)
7. Festival allowance/ Bonus
8. Festival advance
9. Group Personal Accident Insurance Scheme (GPAIS)

The following facilities are also provided to employees for efficient functioning:

1. Medical leave
2. Casual Leave
3. Half pay/Commuted Leave
4. Earned Leave
5. Compensatory Leave
6. Yoga classes
7. Psychological counselling
8. Wi-Fi facility.
9. Workspace
10. Computing facility
11. Canteen and Cafeterias
12. Identity cards
13. Cooperative society (Books, stationeries and other essential commodities)
14. Sports facilities
15. Transportation facilities
16. Facility of providing loans from leading financial institutions under state and central government.

File Description	Documents
Paste link for additional information	https://cetkr.ac.in/Circulars.php
Upload any additional information	No File Uploaded

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

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

28

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

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

The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee. The salient features of the performance appraisal system are as follows:

Teaching Staff

a) The performance of each faculty member is assessed according to the Annual Performance Appraisal Form collected from feedback of students.

b) Promotions are based on the PBAS proforma for AICTE/UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.

e) The Annual Appraisal proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Principal and passed for annual increment.

f) Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

Non-Teaching Staff

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Computer knowledge, Power of Drafting (where applicable), efficient organization of documents (in case of Ministerial Staff) and technical abilities (in case of workshop staff).

The comprehensive Annual Confidential Report comprises of 10 parameters. Each one of them is graded on a 10 point scale. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Principal by the forwarding officer. On satisfactory performance, all employees are granted promotions and financial upgradation. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

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

6.4 - Financial Management and Resource Mobilization

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

Response: The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted h yearly by the internal audit committee constituted by CAPE. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. External audit is conducted once in every year by an external agency. The mechanisms used to monitor effective and efficient use of financial resources are as below:

Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.

College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non - recurring expenses like lab equipment purchases, furniture and other development expenses.

The expenses will be monitored by the accounts department as per the budget allocated by the management.

The depreciation costs of various things purchased in the preceding years are also worked out. Process of the internal audit:

All vouchers are audited by an internal financial committee on yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the Principal.

Process of the external audit:

The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

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

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

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

0

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

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

Sources of funds are as follows:

Fees: Fees charged as per the university and government norms from students of various courses.

Government Grants: The College receives plan and non plan funds from the State Government. For this, we prepare and send an annual budget to the state government through Director CAPE.

Our resource mobilization policy and procedures are as follows:

The institution set up different Committee asper the directions of the AICTE

The AICTE Committee, in close coordination with the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.

The Purchase Committee takes care that purchases are done properly and in accordance with the rules.

The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.

Regular internal audits from the Charted Accountant and external audits from the government make sure that the mobilization of the resources is being done properly.

The time-table committee looks after the proper utilization of classrooms and laboratories.

The Library Advisory Committee takes care that the resources in library are utilized optimally.

Campus cleanness and its utilization is monitored by the Staff Club.

To ensure the optimum utilization of resources, the Principal issues directions.

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

6.5 - Internal Quality Assurance System

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

The IQAC Cell of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new courses. IQAC is an effective and efficient internal coordinating and monitoring mechanism. The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback. The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives:

Strategic planning of key areas and assigning responsibilities –

1. Academic results
2. Student technical training
3. Student soft skills development
4. Placement support
5. Faculty development programs
6. Research and development

7. Interaction with industry
8. NBA accreditation Monitoring and mentoring of academic and administrative activities.

Academic inspections are carried out periodically to assess the quality of academics. The inspections involve:

1. Review of healthy academic practices
2. Mechanisms to identify and reform academic practices
3. Review of departmental facilities
4. Facilitate implementation of innovative methods in the departments
5. Self-development of faculty members

File Description	Documents
Paste link for additional information	https://cetkr.ac.in/aqar.php
Upload any additional information	No File Uploaded

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

The Academic Calendar is prepared in advance at par with the APJ Abdul Kalam Technological University, displayed and circulated in the Institute and strictly followed. Commencement of classes, holidays, summer and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, mandatory core courses, non credit courses, various cocurricular activities, activity points, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made in the campus management software and notice board and attendance and conduct of classes are monitored by the HODs and staff advisors of various classes. The Discipline Committee members make random visits to ensure smooth functioning of classes. Class and Course Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually

by teachers for their respective courses directly through IQAC. Students are also free to approach the Principal of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the Principal, HODs and individual faculty members. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://cetkr.ac.in/aqar.php
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

NSS unitCollege of Engineering Trikaripur organized a programme " Stop Violance against Women" on 25th November 2020 as part of the day for elimination of violance against women. Around 150 students participated in the programme. Adv. Rajasree delivered a talk on the

subject quoting the recent situations and the necessity that each women should be financial independent.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	**No File Uploaded**

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

A well built separate area is provided for waste management system at an isolated place in the campus. An insinuator is provided with in the shed to burn sanitary napkins etc. Plastic covers, plastic bottles and chemical items are separately collected. Another compartment is provided of biomedical waste. Degradable bio wastes are collected in a well protected compartment to avoid pests. The waste collected are disposed with the help of health department and Panchayath authorities. The college has a systematic procedure for disposing obsolete computers and electronic equipments in a regular basis.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://cetkr.ac.in/campus.php
Any other relevant information	**No File Uploaded**

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

`B. Any 3 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

`A. Any 4 or All of the above`

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

`D. Any 1 of the above`

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Celebrates most of the festivals of all communities with in the campus.Student organizations are actively involved in the matters

related to the campus. Elected college union leads all the student's activities.

- 5th June 2020 – World Environmental day

We Celebrated world environmental day. Asked volunteers to plant one or more trees (around their home or anywhere) and take a photo of it. On 5th June 2021 again take another photo of the same plant send to our NSS team. We will compare. (A competition)

- Making of Automatic Sanitizer Dispenser

We made low cost sanitizer dispenser and donated to kerala Fire and Rescue (Trikaripur) and Cheemeni Police Station. Also kept in our institution. We distributed on 25th June 2021. It was done in cooperation with EEE department of our college and Rotary club of Cheruvathur.

- TV Challenge

We donated LED Televisions to some students of GHSS Kooliyad, who were in need of a TV for watching online class during the Covid-19 period. We handed over it on 18th July 2021.

- KTU Blood Cell

Started KTU Blood Cell. Our college in coordinating the Blood donation activities in North Zone

- Training (Online) for making low cost Sanitizer Dispenser

We organized a webinar on making low cost Sanitizer dispenser. Electriclal department Lab Instructor Mr. Anil K handled the session.

- Campaign for withdrawing Environment impact assessment – EIA 2020
- General Orientation Programs

Orientation programs were organized via Google Meet for the volunteers. It included the sessions of awareness on NSS and activities, duties of a volunteer, personality development, self confidence, motivation,etc.

- Seven Days Special Camp

The seven days special camp of year 2020-'21 was conducted from 29th March 2021 to 4th April 2021. Due to Covid-19 issues we are directed to organize an Online camp (Virtual Camp). So we conducted the sessions via Google Meet. Total 97 volunteers actively attended the camp.

The theme of our camp was Blood Donation. Our volunteers donated at least one unit of blood. Either they donated themselves or found a donor (relatives or friends). So some of them managed to donate two units of blood. Volunteers donated blood in their nearby blood banks. In this way, after the camp we donated 105 units of Blood. Awareness classes were there. Also cultural events and games were included by the volunteers for making the camp more interesting.

- ○ Day observations

We observed important days and conducted some programs. On important days we made posters with apt messages/quotes and shared via social networks such as whatsapp, facebook, instagram,etc. Also we organized some Competitions such as Quiz, Essay Writing, Debate, Drawing, Poster designing, Letter writing, Selfie contest, etc. Awareness classes also done including webinars.

Important Days

- June 5 - Environmental Day
- June 14 - World Blood Donor Day
- June 19 - National Reading day
- June 21 - International Yoga Day (Yoga at home)
- June 26 - Anti Drug Day
- July 11 - World Population day
- August 6 - Hiroshima day
- August 15 - Independence day
- September 5 - Teachers day
- September 15 - Engineers Day
- September 16 - Ozone day
- September 24 - NSS Day
- October 1 - National voluntary blood donation day
- October 2 - Gandhi Jayanthi
- November 14 - Children's Day
- December 1 - AIDS day
- December 10 - Human Rights Day
- January 12 - National Youth Day
- January 26 - Republic day
- March 8 - Women's Day
- March 22 - World Water Day

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

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

During the Covid-19 Pandemic situation,NSS unit College of Engineering Trikaripurmade low cost sanitizer dispenser and donated to kerala Fire and Rescue (Trikaripur) and Cheemeni Police Station. Also kept in our institution. We distributed on 25th June 2021. It was done in cooperation with EEE department of our college and Rotary club of Cheruvathur.

Donated LED Televisions to some students of GHSS Kooliyad, who were in need of a TV for watching online class during the Covid-19 period. We handed over it on 18th July 2021.

Celebrated world environmental day. Asked volunteers to plant one or more trees (around their home or anywhere) and take a photo of it. On 5th June 2021 again take another photo of the same plant send to our NSS team

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **4.**	**B. Any 3 of the above**

Annual awareness programmes on Code of Conduct are organized	

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

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

Celebrates most of the festivals of all communities with in the campus.Student organizations are actively involved in the matters related to the campus. Elected college union leads all the student's activities.

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

7.2 - Best Practices

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

BEST PRACTICES

Best Practice 1

1.Title of the practice:

Systematic online coaching for lateral entry test (LET) for engineering diploma holders. Enable socially and financially backward students to appear competitive examinations for professional education.

2. Goal:

To improve the success rate in LET entrance examination of socially and financially backward students.

3.Context:

Lack of proper training to appear the competitive examinations is one of the main reasons in the poor performance of students from rural areas. They are actually deprived from the costly entrance coaching due to financial and social issues. The prime objective of the programme is the uplift of the meritorious students from low income background so as to ensure the social justice. The well defined programme schedule was prepared in advance and circulated in the nearby polytechnic colleges. So, the students and parents got an awareness about the programme and helped them to select particular classes from the schedule as per the requirement. The entire LET admission procedure was also discussed during the course. The course was absolutely free of cost.

4.Practice:

The structure of course schedule was prepared by incorporating all the basic engineering disciplines and engineering mathematics. The 16 days crash course was started on 5/10/21.Most of the classes were arranged in the evening session as which was more suitable for final year students and other working(employed) communities. All the live sessions were conducted by ensuring active student interaction. The programme was concluded with a mock test conducted on 20/10/21. The total students registered for the programme was 123. All the sessions were handled by well experienced resource persons from the respective fields.

5. Evidence of success:

The programme was well appreciated by the student community with a diploma in engineering. The response of the students during the live class sessions were overwhelming. The sincere participation of the students in the mock test and the score card reflects the success of the programme. A total of 92 students attended the mock test. The students also expressed their gratitude for the course materials supplied. The course materials were well prepared and will be useful for other competitive exams also.

6. Challenges:

The course was well planned and organized with the support from PTA of the college. There were no major challenges, except the network issues form the students end. The participants requested for additional sessions especially in mathematics, but incorporating more sessions in the stipulated time was not easy.

Best practice 2

1.Title of the practice

Enhancing public support for blood donation during COVID pandemic by encouraging younger generation.

2.Goal

To enhance social commitment among younger generation by donating blood in the COVID pandemic period to compensate the acute shortage in blood banks.

3.Context

Health sector had witnessed an acute shortage of blood during the first wave period of COVID pandemic in Kerala. People were not ready to come out and visit hospitals and other health centers due to the fear of COVID spread. At the same time, the number of hospital admitted cases increased alarmingly. Realizing the situation, College NSS unit made a campaign among the volunteers to encourage blood donation and spread message among the common public also. A special blood donation camp, named "105" had arranged to donate 105 units of blood. The volunteers, their friends and relatives whole heartedly participated in the venture.

4.Practice

The special blood donation camp, 105 was conducted as a one week program from March 29-April 4,2021. It was very difficult to conduct a blood donation camp at a particular center as the college campus was totally closed and was functioning in the online mode. So, the volunteers were directed to donate blood at the health centers nearest to their home within the period of one week from March 29-April 4,2021. Friends and relatives of the physically unfit volunteers were also contributed to accomplish the target. This movement helped a lot to impart confidence among public to come forward and donate blood. The posters of the program were circulated among the students and common public to make them aware of the necessity of blood donation to resolve the crisis in the health sector.

5.Evidence of success

The special camp was named with the angel number 105, as the movement was a real help to others. The NSS Volunteers with the help of their friends and relatives had succeeded to donate a total of 105 units of blood in one week during the COVID pandemic period. This event helped to create an enthusiasm among public, especially in younger generation to take up the situation and come forward for blood donation.

6.Challenges

People's hesitance to visit hospitals and health centers due to the fear of COVID spread was a real challenge. The organization of an offline blood donation awareness camp during the COVID wave period was very difficult and the online mode has its own limitation to convey the message to public.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

- The goal of best practice is to appreciate the work done by the teaching staff, nonteaching staff and students of the institute and motivate them to excel in their areas of expertise. This practice would ensure continuous improvement in their performance as per the quality policy to achieve the Vision and Mission of the institute. The student who ranks first in the class in the University examinations is declared as Topper of the Class.
- The college follows an outcome based education by developing course plans with objectives and outcomes. The learning styles of the students are evaluated through learning style test. Though the college is affiliated KTU, curriculum gaps are plugged through design based experiments, additional labs other than the curriculum and evaluated systematically through different assessment tools.
- The college has launched Alumni Portal to connect with the alumni and utilize their services, like Guest Lectures, Internship opportunities, placements, etc. Regular training placement is imparted in the area of communication skill and aptitude to the students to make them employable. The college regularly encourages the students to compete in external competitions (tech fests, paper presentations and idea and innovation contests) for which students projects are certified.
- Parents meet are conducted to take the regular feedback about the progress of their ward and overall development of the college.
- A unique counseling process is followed wherein every week the students are provided a slot to meet the counselor. College has a good tutoring and mentoring system
- Travel grants are availed by faculty from university/AICTE/Collegeto attend international conferences
- NSSUnit of the Technical Campus has been very active in maintaining objective of Swachha Bhart Abhiyan. NSS volunteers actively associated in making reports on Annual Status of Education Report.
- Training for second and third year students. The college conducts training programme for second and third year students every year besides college has signed MOUs with reputed industries. Industrial visits The college engages industrial visits to acquaint the students with practical and basic engineering knowledge every year. Project exhibition (INQUA) The college makes exhibition of the best projects done by the students to motivate and enhance the culture of engineering and science to first and second year students.

- **Sports and cultural programmes: The college takes sports and cultural programme to provide an exposure and boost the hidden talents of the students. We organize induction programs and summer coaching camp for the students. They learn basics in few critical subjects. Equal importance is given to extracurricular activities too. Experts from industries train them to meet the requirements of the industry. The morale of the students is boosted by inspirational talks.**

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

7.3.2 - Plan of action for the next academic year

1. Energy auditing

It is decided to conduct energy auditing with the assistance of NSS unit and this will definitely help to improve energy efficiency and reduce power consumption.

2. Green auditing

This audit will help to impart awareness about the conservation of environment, waste reduction and pollution.

3. Rain water harvesting

It is decided to construct a pond near the play ground to collect the rain water to improve ground water level.