YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   SAHRDAYA COLLEGE OF ENGINEERING & TECHNOLOGY

- Name of the Head of the institution   NIXON KURUVILA

- Designation   PRINCIPAL

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   04802759275

- Mobile no   9446229344

- Registered e-mail   principal@sahrdaya.ac.in

- Alternate e-mail   iqac@sahrdaya.ac.in

- Address   PB NO. 17 KODAKARA THRISSUR KERALA - 680 684

- City/Town   KODAKARA

- State/UT   KERALA

- Pin Code   680684

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Rural

- Financial Status **Self-financing**

- Name of the Affiliating University **A P J Abdul Kalam Technological University**

- Name of the IQAC Coordinator **Dr. Remya George**

- Phone No. **04802759275**

- Alternate phone No. **9446229344**

- Mobile **9600374739**

- IQAC e-mail address **iqac@sahrdaya.ac.in**

- Alternate Email address **remyageorge@sahrdaya.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year) https://sahrdaya.ac.in/iqac/aqar/

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://sahrdaya.ac.in/college-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B++**	**2.91**	**2021**	**15/03/2021**	**14/03/2026**

6.Date of Establishment of IQAC **05/03/2015**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC 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   No File Uploaded

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)

Submitted the Self Assessment Report of four Undergraduate Programmes of the institution - Biomedical Engineering, Biotechnology, Civil Engineering and Computer Science & Engineering to the competent authority of NBA.

Formulated a draft audit manual for facilitating smooth academic audits as per the affiliating University's guidelines and the ISO 9000:2015 Quality management system prevailing in the institution. Conducted and coordinated Academic Audit (four Internal and one External audits) during the academic year.

Improved Alumni contributions towards the institution. Sahrdaya Engineering College Alumni Association sponsored a Digital Library sponsored on 17th March 2022 worth Rs. 6,31,612/-. Sponsorships for Technical Training Series (Up to two weeks) and aptitude training (40 hrs) benefitting to around 1000 students were also received.

Continually monitoring the implementation of Outcome Based Education philosophy across academic departments via Department Quality Assurance cells, Department Advisory Committees, and Academic audit mechanisms

Significantly improved Industrial interactions (five new MoUs), Patents (five granted and three Published), Research publications in SCI/Scopus indexed journals by faculty members (thirteen). The institute has also received a total grant of Rs. 9,55,000/- from Kerala Startup Mission (KSUM)and Rs. 4,57,000/- from The Kerala Development and Innovation Strategy Council, (K-DISC)

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
To appear for NBA accreditation of four Undergraduate Programes - Biomedical Engineering, Biotechnology, Civil Engineering and Computer Science & Engineering	Submitted Self Assessment Report of four UG programmes to the competent authority of NBA towards the accreditation viz. Biomedical Engineering, Biotechnology, Civil Engineering and Computer Science & Engineering in July 2022. NBA accreditation was awarded in 2022 August to all these programs.
To implement outcome based education effectively	Outcome based Education is successfully implemented. Gaps in attaining the programme and programme specific outcomes are identified in Department Quality Assurance Cell, appropriate actions are approved by Department Advisory Committee and implemented by Faculty
Upgrading of faculty skillset and technical knowledge through Faculty Development Programmes, Conferences and Industry Training with specific focus.	A number of Faculty Development programmes were conducted with focus on technical as well as teaching skills. APJAKTU sponsored FDP on Outcome Based Education, AICTE sponsored STTP on Outcome Based Education with assessment and its evaluation were conducted in different phases.
To improve quality research outcome and funding.	Five Patents granted and three Published during the academic year. A total of thirteen Research publications in SCI/Scopus indexed journals are made by the faculty members of the institute. Institution has granted a total of twelve faulty research projects Seed funds

	(FRSG) worth Rs. 10,53,300/-. The institute has also received a total grant of Rs. 9,55,000/- from Kerala Startup Mission (KSUM)and Rs. 4,57,000/- from The Kerala Development and Innovation Strategy Council, (K-DISC)
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To improve Industry Institute Interaction in terms of MoUs, Invited talks, Internships etc	SCET signed 5 new MoUs namely Kerala Development and Innovation Strategic Council (KDISC) of Government of Kerala, TiMed of Sree Chitra Tirunal Institute for Medical Sciences and Technology, Jobin & Jismi, an Oracle NetSuite Solution Provider, KSCSTE-National Transportation Planning and Research Centre, Trivandrum , and CAD Center. During the academic year, 13 Invited talks by industrial experts are arranged across various departments. Students have done various internships including Internship at Unibiosys Biotech Research lab and Naval Physical and Oceanographic Laboratory, DRDO.
Participation in Ranking	Participated in ARIIA, NIRF and AISHE

Ensure clean and green campus, and to encourage students to carry eco friendly values to the society.	**College strictly follows green protocol by measures such as Restricted entry of automobiles, pedestrian-friendly pathways, plastic free campus, scientific and systematic waste management process, and beautiful landscaping.**
NPTEL and mooc course	**Good number of students and faculty members registered and passed the NPTEL courses, this helped to improve self learning among the students.**
Intensive placement training for all the students	**Percentage of placements increased from 90% (Academic year 20-21)) to 93% (Current Academic year 21-22). A total of 208 placements are on record for the assessment year.**
Skill development and capacity enhancement activities for students	**Placement & Training department conducted a total of fourteen capacity enhancement activities and IEDC Skill development clubs have conducted twenty four skill development activities, targeting the student population**

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC SAHRDAYA	**25/02/2023**

14.Whether institutional data submitted to AISHE

Part A
Data of the Institution

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Name	Date of meeting(s)
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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	06/02/2023

15.Multidisciplinary / interdisciplinary
According to the APJAKTU curriculum followed by the Institution, Minor Degree courses and Open elective courses from other technical and/or emerging subjects are offered to the students. If a student completes 20 more credits of learning in a field unrelated to their B.Tech Major, they can obtain a Minor degree, which is an additional credential. The idea is to provide students the option to tailor their engineering degrees to their individual interests. A student who successfully completes an engineering minor will be more qualified to do multidisciplinary research and more marketable in the industry. A student can get multidisciplinary experience and exposure to ideas and viewpoints that may not be covered in their primary degree programmes by pursuing an engineering minor. A specialist basket of 3-6 courses is identified for each Minor. A student accumulates credits by registering for the required courses, and if the requirements for a particular minor are met within the time limit for the course, the minor degree will be awarded. From the Dept. Biomedical Engineering, Minor degree courses such as BMT281 Biomaterials and BMT282 Artificial organs & Implants are taken by students of Dept. Biortechnology and Dept. Electrical and Electronics Engineering. From the Dept. Biotechnology, the Minor Degree courses offered are BTT281 Upstream Processing and BTT282 Fermentation Technology. The Minor drgree course offered from Dept. Electronics and Communication Engineering is ECT281 Electronic Circuits and ECT 282 Microcontroller taken by the students of Dept. Computer Science and Engineering. The seventh semester of the program offers elective courses that are open to other branches. For instance, the Biomedical Engineering Department offers BM482 Biomedical Instrumentation for other disciplines, and the Biotechnology Department offers BT461 Design of Biological Waste Water Systems for other streams.

16.Academic bank of credits (ABC):
Not applicable

17.Skill development:
Various clubs are promoted through Innovation and Entrepreneurship Development Center(IEDC) of the institute for the purpose of developing skill, curiosity, technical confidence, maker culture, self learning, updating knowledge about future technologies and peer skill sharing among the students. All the clubs are funded and coordinated from IEDC . Each club works under a faculty member as advisor and a Student Club Lead. A

brief report of the activities of the skill developement clubs for thre current academic year are given below

1.IEDC Hardware Club:

A club focused to introduce maker skills, electronic skills and peer skill sharing among the students. The Club used to conduct various workshops, hackathons, bootcamps, campus projects and installations. The club is closely associated with the activities at the Center for IoT and Robotics Research.

Advisor :Dr Vishnu Rajan

Club Lead: Mr. Christo P.B

Fig: Robotic Mega structure Installation by IEDC Hardware Club at campus garden

Fig: Welcoming robot with smart mirror by Hardware Club

2. IEDC Coders Club:

"Coding for Everyone" is the motto of the coders club. Under the initiative of coders club a number of Hackathons, workshops etc.

Advisor : Ms. Divya R

Club Lead: Jobel Johny

Fig: Coders Club brochure for App development workshop

IEDC Creative Club:

A club focused on activities to encourage the creative mindset of students. The club created number of art/technical installations at the campus and encouraged peer skill sharing.

Advisor : Ms. Binnet Rose

Club Lead: Anjali P S

Fig: Photo Booth installed by IEDC Creative Club at the campus garden
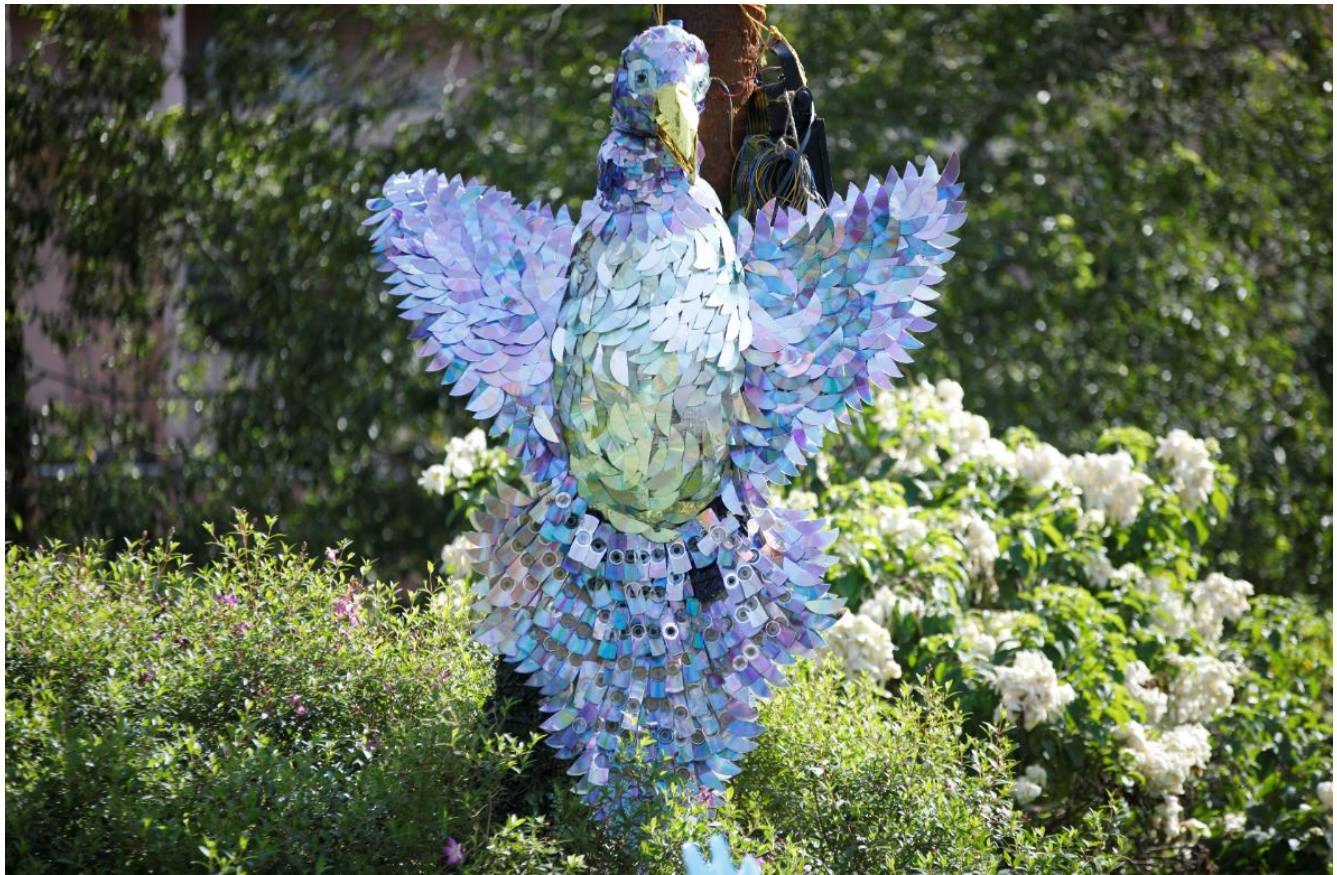
Fig: Creative Installation by IEDC Creative Club using CD waste from the campus

Fig: Portraits of entrepreneurs created by IEDC Creative Club at College Main Block.
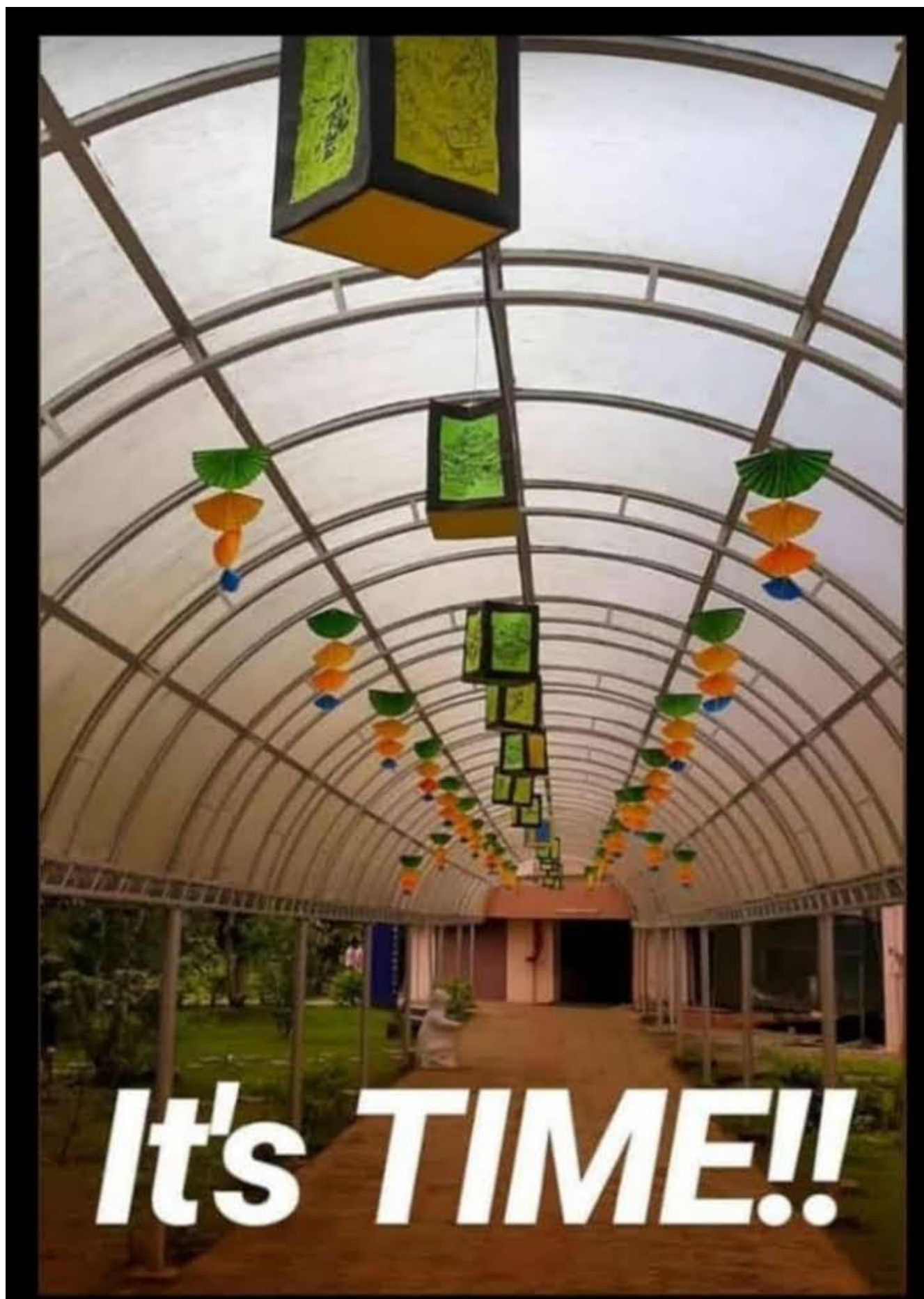
Fig: Paper Art Installation at campus by IEDC Creative Club

IEDC Media Club :

"Creative Media" is the motto of the IEDC media club. The club is also collaborating with Channel I'mw ith an I'M STARTUP STUDIO initiative, the student reporters will be reporting various innovations from the campus.

Advisor : Mr. Abijith Prasad

Club Lead: Anlin Babu

Fig: Students reporting news from the campus

Fig: Student reporter interview student entrepreneur from sahrdaya

IEDC Future Tech Club:

Club aims to create awareness about future technologies like Augmented Reality, Virtual reality, block chain, brain computer interface etc. Future lab of Kerala Startupmission facilitates the club. Club is acting as a platform for peer-skill sharing and self learning initiative in various next generation technologies.

Advisor : Dr Arun Thomas

Club Lead: Govind T

Fig: AR experience event at sahrdaya

In addition to the above clubs, Students in their first semester begin with a two-week induction session. It includes a wide range of activities, such as workshops, lectures, and seminars, as well as sporting events, volunteer work, and much more. During the initial semesters of B.Tech program there are non-credit courses offered like HUN101 Life skills and HUT102 Professional Communication. Life skills course introduce them to the ideas that underpin both personal and professional success and assisting them in developing the skills necessary to put these principles into practise in their lives and professions, this course aims to increase the employability and potential of the students. The purpose of the professional communication course is to help engineering undergrads reach the level of English proficiency needed for independent and effective communication for their professional demands. The topics covered include employing technology in the workplace, overcoming listening obstacles, and practising intentional listening. Speaking, using varied tones, being correct and positive in your speech, enhancing your self-expression. During the engineering course students are given ample opportunities to organize and

participate in various technical and non-technical events, social outreach activities and other extra-curricular activities.

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

Students are offered a compulsory Non-credit course MCN202 Constitution of India during the fourth semester. The course covers the background and characteristics of the current Indian Constitution, how to apply the Fundamental Rights and Duties, how the Union Executive, Parliament, and Judicial System function, how the State Executive, Legislature, and Judicial System function, and how to apply the Special Provisions and Statutory Institutions. During the fifth semester all students are offered another common course HUT300 Industrial Economics & Foreign Trade. The course discusses the issue of resource scarcity, including the lack of petroleum, examines consumer behaviour, and assesses how government policies affect overall economic welfare.

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

OBE is an educational approach and a learning philosophy, focusing and organizing the entire academic programmes (curriculum) and instructional efforts around clearly defined 'outcomes' which we want all our students to demonstrate when they complete their programme. It is a student-centered instruction model that focuses on measuring student performances through outcomes. Outcomes are usually expressed in terms of a mixture of knowledge, skills, abilities, attitudes and understanding that a student will attain as a result of his/her successful engagement in a particular set of higher education experience. In Sahrdaya, the OBE philosophy is implemented from grassroot level in its true spirit.

The OBE model measures the progress of graduates through three parameters, namely: Programme Outcomes (PO) Programme Educational Outcomes (PEO) and Course Outcomes (CO). The key aspects of Outcome-Based Education (OBE) are the assessment of Course Outcomes (COs) and Programme Outcomes (POs).

CO statements indicate what a student can do after the successful completion of a course. The keywords used to define COs are based on Bloom's Taxonomy.

Direct and Indirect Attainment Assessment Method

The CO attainment is assessed directly and indirectly. Direct assessment displays the student's knowledge and skills from their performance in written tests, assignments and performance in laboratory, projects, seminars and oral examinations. Various assessment tools such as Continuous Assessment Test (CAT), assignments, lab experiments, seminars (Prescribed by University and/or assigned by course handling faculty), projects (Prescribed by University and/or other additional projects), Comprehensive viva-voce and final university examinations. These methods provide strong evidence of student learning towards the attainment of defined outcomes of the course. The weightage given for direct attainment is 80%. Indirect methods such as surveys and feedback, ask the students on their own perceieved attainments of the defined COs. They assess opinions or thoughts about the graduate's knowledge, skills or attitudes. Indirect measures can provide information about a graduate's perception of their learning and how this learning is valued by them. The weightage given for indirect attainment is 40%.

The target levels for attainment evaluation are defined as follows and followed across the various programmes offered by the Institution:

1. Measurement? ?of? ?Course? ?attainment? ?levels? ?for? ?Internal? ?Assessment (series tests, assignments, seminars, practical examinations, projects)

Attainment Level = 1, if 50% of students secured more than 65% of total (allocated) marks.
Attainment Level = 2, if 60% of students secured more than 65% of total (allocated) marks.
Attainment Level = 3, if 70% of students secured more than 65% of total (allocated) marks.

2. Measurement? ?of? ?Course? ?attainment? ?levels? ?for? ?University? ?Examinations:

Attainment Level = 1, if 50% of students secured more than 65% of total marks.
Attainment Level = 2, if 60% of students secured more than 65% of total marks.
Attainment Level = 3, if 70% of students secured more than 65% of total marks.

The Programme Outcomes (PO) and Programme Specific Outcomes (PSO)

attainment are calculated from the CO Attainments of all the courses in the four years. For a course, we map the COs to Programme Outcomes (POs) through the CO-PO matrix & Programme specific outcomes (PSOs) through the CO-PSO matrix. To map the corresponding CO to PO and PSO, we have three levels of correlation, as defined as; 3 - Substantial (High) Correlation, 2 - Moderate (Medium) Correlation, 1 - Slight (Low) Correlation. The PO and PSO assessment tools are categorized into two, namely, Direct assessment and Indirect assessment.The weightage given for Direct attainment is 80%. Indirect methods, such as surveys are done for students when they complete the program (Programme exit survey). The Alumni survey, Parent survey, and Employers/Resource person survey are also conducted.The total weightage given for indirect attainment is 20%.

The institution always strive to continually improve the attainments and device mechanisms to fill the gaps in attainment from the university prescribed curriculum through Add-On programmes, invited talks, industrial visits and project beased learning in all semesters of study.

20.Distance education/online education:

Not applicable

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	304

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

2.Student

2.1 Number of students during the year	1175

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**804**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<u>View File</u>

2.3	**275**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<u>View File</u>

3.Academic

3.1	**97**
Number of full time teachers during the year	

File Description	Documents
Data Template	<u>View File</u>

3.2	**79**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1	**41**
Total number of Classrooms and Seminar halls	

4.2	**25698745**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**806**
Total number of computers on campus for academic purposes	

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

Sahrdaya College of Engineering and Technology is affiliated to APJ Abdul Kalam Technological University, Kerala and follows the university designed curriculum which is based on the Model curriculum of AICTE, Program Specific Criteria of professional bodies, Syllabi of various premier institutions and recentdevelopments. After the course allocation by HoDs in a semester, COs for every course are defined by the course handling faculty. These definitiona are thenmapped with Program Outcomes (POs) and Program Specific Outcomes (PSOs). The appropriateness of these mappings the methodologies proposed for the delivery of the course are discussed inmeetings of Department Quality Assurance Cells and aproved. The university releases an academic calendar that specifies the duration of the semester, date of commencement of internal and end semester examination dates. The course faculty then proceed with the subject delivery planning through the campus automation software "Linways AMS" in compliance withy the University prescribed Academic Calender. An effective Outcome Based Education (OBE) is thus implemented which ensures that our graduating engineers attain the twelve POs, and hence can compete on a global platform.

Effective curriculum delivery is ensured through the following mechanisms:

College Academic Calendar, Department Staff Meeting, HOD Meetings,Course Plan,Course/Class Committee Meetings, Result Analysis, Remedial Classes, Progress Report, PTWA Meeting, Feedback System etc.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://drive.google.com/drive/u/1/folders/1bjXc_FfsdlpHVbl8lYd6AUv76NGU8OVT

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

The College Academic Calendar indicates the tentative examination schedule for internal examinations and other important events for Co-curricular and extracurricular programmes. Exact schedules are fixed by the IQAC in compliance to the University academic calendar and are conveyed to the staff and students through circulars. For each subject, questions are formed such that they adhere to KTU standards and follow Bloom's Taxonomy. A Question Paper Scrutiny Committee is formed by the Head of the Department and subject expert faculties other than question paper setters as scrutinizers to check for the quality of the question paper. The soft copies of the scrutinized question papers which satisfy a minimum quality standard (Good - Excellent) to the examination cell at least three days prior to the commencement of the examination to arrange for a sufficient number of question paper copies. A schedule for invigilation duty is prepared by the Exam Cell. The assigned faculty should perform the invigilation duty as per the norms and schedule. After exams, papers are collected by the invigilators and handed over to the Exam Cell along with attendance report. Hall arrangements and seating arrangements are prepared by the Exam Cell. Under circumstances such as a valid medical reason, a student can register and appear for a supplementary chance.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://sahrdaya.ac.in/college-calendar/

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

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

1.2 - Academic Flexibility

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

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

38

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
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

1175

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

Courses to address Environment and Sustainability:

The first year B.TECH program includes an institute core course on "Sustainable Engineering'' (based on the AICTE mandatory guideline). Additionally, Environmental Biotechnology' 'Sustainable Energy Processes' by the Biotechnology Department; 'Environmental Impact Assessment' and 'Solid Waste Management','Environmental Engineering' by the Civil Engg department are courses relating to Environment and Sustainability. The curriculum of PG programs also includes courses to address Environment and Sustainability.

Courses to address Human Values and Professional Ethics:

The curriculum includes various courses to address Professional Ethics and Human Values. The curriculum also includes courses on 'Personality Development and Communication' to develop human values and communication skills. In addition to the above institution core course, individual programs have included additional courses to address Professional Ethics and Human Values. 'Life Skills','Principles of Management' are some among them which deal with ethics. The curriculum of PG programs also includes courses to address Human Values and Professional Ethics.

In the present curriculum, specific courses to address Gender issues are not included. However, the Women Cell and the Internal Complaints Committee continuously offer various programs like Debate, seminar, panel discussions on gender sensitization. The impact of these programs is evident through the confidence portrayed by all students irrespective of their gender.

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

15

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

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

298

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**C. Any 2 of the above**

from the following stakeholders Students Teachers Employers Alumni	

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

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://sahrdaya.ac.in/iqac/feedbacks/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

365

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

89

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

Strategies adopted for slow learners:

The analysis obtained through Continuous Assessment Test helps to categorize weak and bright students. These students are given extra coaching during allotted hours to improve their learning ability, through schemes called T4S (Teacher for Student) and S4S (Student for Student)

Initiatives and implementation details of assisting slow learners

- **T4S/S4S:- Students with less than 45 percent marks in any course are given additional care to improve their performance in the next CAT.**

- **Counselling sessions: - Counselling sessions are arranged for those who need moral support.**

- **Summer courses: The summer course schedule is planned once the university declares the semester results.**

Strategies for the advanced learners:

- **Encourages taking up Honours and minor courses (Proof of students taking Honours and Minor attached)**

- **Awards and endowvements are offered by the institution**

- **Encourages attending conferences and workshops**

- **Encourages participating in Hackathons and project competitions**

- **Encourages publishing their work in conferences and journals.**

- **Advanced learners are encouraged for tutoring the slow learners (S4S)**

- **Encourages taking up internships in industries/institutions/hospitals**

- **Encourages appearing for GATE and other competitive exams**

- **Register for online courses**

- **Grants/ Scholarships**

- **Advanced learners are encouraged to enrol in MOOC Courses.**

- **Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges.**

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1ZPpgbyptfMiycyTJaQrHGaYu-2rs_gXb
Upload any additional information	View File

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

Number of Students	Number of Teachers
365	97

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer assisted Learning, Experiential Learning etc.

Interactive method: Group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs are implemented

Experiential learning: The faculty members foster teaching through demonstration, Concept Mapping, video lectures, Virtual labs, visual aids, Periodical industrial visits, Organizing exhibitions and Presenting papers.

Student Seminars: The Student seminars are organized where the papers are presented by students on recent IEEE papers or journals to enrich their learning experience.

Project-Based Learning:. The department facilitates the formation of student groups based on their skill sets to work on various projects and help them to present their prototype model in national and international project competitions

Lecture Capturing System : It provides students access to classroom video lectures and online activities.

Study group activity: This inculcates leadership, communication skills, presentation skills, and responsibility in students.

Research-based learning: Centre for IoT and Robotics Research : Students are provided with regular hands-on training in IoT and robotics during semester breaks and holidays and are supported to do their B. Tech projects.

Some other practices are Usage of audio-visual aids, Collaborative learning, Industry mentorship, Poster making, Brainstorming, Charts making, Library assignments, Crossword puzzles, Pair interaction, Case Study Demonstration, Journal paper writing, Report writing, Prototyping, etc.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://drive.google.com/file/d/1cR0BliXKjZ4EqlMeCBsGbkn0Ky0nmaaw/view?usp=share_link

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

Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology are being followed by the faculty members in class rooms. The academic plan with budget, lesson plan, lab manuals and question banks with solution are made available at the very beginning of the semester. The use of multimedia teaching aids like, LCD projectors, classrooms with internet enabled computer/laptops/tablet systems are usually in use in the classroom. The electronic resource packages like DELNET, NPTEL,SPOKEN TUTORIAL and Digital Library are available. The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the students using the resources from National Programme on Technology Enhanced Learning (NPTEL) to enhance the learning experience. USB Hard disk containing web and video courses (offline) from NPTEL are accessible to faculty and students from the server installed in the library. These courses are part of LMS. Also Available on local Server. Sufficient number of books, Journals,e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals are provided through a Local server in the campus. All the departments conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by the faculty members and students in each semester. Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks and webinars are conducted in seminar hall using ICT.

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

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

2.3.3.1 - Number of mentors

64

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	View File

2.4 - Teacher Profile and Quality

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

99

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

27

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

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.

- **A committee has been established under the guidance of the Principal to oversee internal exams.**

- **The schedule for each Continuous Assessment Test (CAT) is established and published in the academic calendar before the start of each semester.**

- **A question paper review committee is established in each department and consists of senior faculty members to assess the quality of the question paper.**

- **Faculty members submit the question paper, answer key, and question paper quality sheet to the review committee for examination.**

- **The review committee scrutinizes the question papers, verifies their quality, and documents the results.**

- **If the quality of the question papers is found to be insufficient, they are revised.**

- **All questions are aligned with course objectives and Bloom's level is considered when creating the question paper.**

- **Exams are administered by the internal exam cell in mixed-branch classes to prevent cheating.**

- **After the exam, answer scripts are securely handed over to the responsible faculty members.**

- **Faculty members grade the question papers using a specified schema.**

- **Students are given access to their graded answer scripts to review and address any discrepancies.**

- **The marks are recorded in the Linways automation software to create a database of student performance.**

- **Students and parents can access the marks and performance data through the website.**

- **Assignments are assigned and documented by subject teachers.**

- **Regular class performance is also taken into consideration when determining the internal assessment to encourage students to perform well in class**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

- **Sahrdaya College of Engineering and Technology has established an internal examination cell, headed by the principal, to ensure that the exams are conducted in a fair and transparent manner.**

- **The faculty members inform the students about the assessment methods, modules, and question patterns during the first class committee meeting andprovide clear instructions on the mark division for each module and answer pattern, and students are encouraged to approach them for clarifications.**

- **The evaluation is done with great care and precision, and in case of any issues, the teachers provide justification for the same.**

- In order to address student grievances, the Grievance cell of the college arranges meetings for student representatives which provide students a platform to voice their concerns and receive feedback on the actions taken. Additionally, class advisorss are available to take care of each student's grievances and ensure that they are solved in an efficient and timely manner.

- In summary, the internal examination cell at Sahrdaya College of Engineering and Technology ensures that internal exams are conducted in a fair and transparent manner, providing students with regular feedback and opportunities to improve their performance. It is an essential aspect of the academic process that contributes to the overall development of the students at the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The course outcomes and their mappings with POs and PSOs are elaborately discussed in the departments. The stated programme and course outcomes are disseminated among the stakeholders through the following means:

1) PEOs & PSOs of each department including the syllabi of all courses along with their COs are made available on the Institute website (https://www.sahrdaya.ac.in/).

2) PEOs and PSOs are displayed in prominent locations of the campus for staff, students and public view.

3) PEOs and PSOs are displayed in the Department office, Classrooms, Laboratories and Department library. PEOs and PSOs are also communicated to employers and Alumni through mails and discussion in the Alumni Meeting.

4) PEOs, PSOs and COs of specific lab courses are printed on lab manuals and issued to all students at the beginning of every semester.

5) The POs, PSOs and COs are listed in the course files prepared by the faculty handling each course.

6) During DQAC, PEOs, PSOs and Cos are reviewed and this is discussed with the students during the Class Committee meetings.

7) Vision and Mission of the Institute and department are communicated to the parents during PTWA Meetings.

8) COs are communicated to the students during the introduction class itself and are reviewed at the beginning and after the completion of each module.

Defining COs andCO-PO mapping are aproved in Department Quality Assurance cell meetings and a sample evidence is uploaded herewith.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The assessment tools used for computing CO attainment are: Direct Assessment Tools which consist of Continuous Assessment Tests (CAT) conducted internally by the college and End Semester Examinations (ESE) conducted by the university. The Indirect Assessment Tool consists of the Course Exit Survey (CES). A clear Rubrics is framed for analyzing each course. The course exit survey indirectly finds the level of attainment of COs framed. The Rubrics for assessment are as follows:

1. Direct Assessment Tools - 80%

   • End Semester Examinations - 60%

   • Internal Evaluation - 40%

a) **Continuous Assessment Tests (CAT 1 & CAT 2 each of 40%)**

b) **Assignments – 20%**

2. Indirect Assessment Tools –20%

At the end of the course, all the COs are measured using all the assessment methods and the attainment is calculated using the weighted average method. From the CO attainment, the PO & PSO attainment is calculated. This process is repeated for all courses in a semester.

After the attainment calculations, a thorough analysis on these attainment levels is done by each department. This analysis includes identifying the gaps and suitable measures to bridge the gap like organizing workshops, seminars and conferences which would help in the further attainment of the POs/PSOs.

File Description	Documents
Upload any additional information	[View File](#)
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

307

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://sahrdaya.ac.in/annual-report/

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)

https://sahrdaya.ac.in/wp-content/uploads/2023/02/Student-Satisfaction-Survey-2021Mandatory.pdf

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)

10.73623

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

13

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

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

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

5

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	**Nil**

3.2 - Innovation Ecosystem

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

IEDC

Innovation and Entrepreneurship Development Center is an institutional mechanism to create an entrepreneurial culture in Sahrdaya to foster the growth of innovation and entrepreneurship amongst the faculty, students, and common people.

Sahrdaya IEDC also extends its support to Cherpu Wooden Elephant Handicraft Industrial cluster from the year 2022 to develop an innovative business plan suitable for a knowledge economy under One District One Idea Scheme of Kerala Development and Strategic Innovation Council with a funding of 4.57 Lakh.

Sahrdaya Technology Business Incubator

Sahrdaya Technology Business Incubator (STBI), a joint venture of Kerala State IndustrialDevelopment Corporation (KSIDC) was started. At present Sahrdaya is hosting 7 companies in our college through Sahrdaya Technology Business Incubator, initially its was established with 5 companies.

ASAP

Additional Skill Acquisition Programme is a joint initiative of the General and Higher Education Departments, Govt. of Kerala. The motto behind this program is to generate more employable skills in the student population of Kerala by providing sector-specific skill training programs along with regular academic studies.

AGAPPE - Innovation Hub

Agappe Diagnostics Limited is an in vitro diagnostics company and the collaboration is to provide training to the students on Agappe products and services to establish a mutually beneficial relationship built on academic, scientific and technological cooperation which include project guidance, internship, training programs, industrial visits, industry- institution interface and Placements.

Other ecosystem for innovation are, Hardware Club, Centre for IoT and Robotics research, Research Centres, Placement & HRD Cell etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iedcsahrdaya.co.in/

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

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

29

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

3.3 - Research Publications and Awards

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

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

14

File Description	Documents
URL to the research page on HEI website	https://sahrdaya.ac.in/rdc/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

15

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

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

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

26

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

3.4 - Extension Activities

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

Faculties and students of the institution actively involve in Extension activities in the neighbourhood which include serving as Mentors,evaluators and participants in the Young Innovators

Programme under Kerala Development and Innovation Strategic Council (K-DISC). The programme aims to empower future innovators to innovate new products, services or models to meet emerging requirements, unarticulated needs, or existing market needs of the society more effectively through an innovative challenge.

SCET has collaborated with National Instite Speech and Hearing (NISH) and National Institute of Physical Medicine and Rehabilitation (NIPMR) Keralafor joining the development of products and sharing expertise in different areas of interest. As part of collaboration, faculties and students of the institution have developed an Augmentative Communication Aid and the prototype is handed over to NISH on 19.11.21

RINK – Research Translation and Commercialization Bootcamp was organized for the faculty members of Engineering and Polytechnic Colleges to get an insight about commercialization of their products. National Seminar on IPR and Sustainable Environment and IPR tool to protect inventions and creations in Biotechnology was organized for the PG and UG students to improve the awareness on IPR.

Workshops on Latest trends in various fields of Engineering were organized for the school children for understanding the concepts of Android App development, python training, Robotics, etc.

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

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

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

Nil

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

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

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

7

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

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

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

610

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

3.5 - Collaboration

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

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

36

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

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

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

16

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate infrastructure and physical facilities for teaching- learning, which includes classrooms, laboratories, computing facilities etc. The college has an

extensive infrastructure spread over 25 acres.

The infrastructure includes four Academic Blocks (Administrative Block with 5430 SQM, Bio Block with 7895 SQM, Decennial Block with 9180 SQM, Knowledge Centre with 8370 SQM) with well-furnished Classrooms for both Undergraduate (UG) and Post Graduate (PG) students, Full-fledged laboratories, Seminar Halls, Drawing Halls, Workshops, Conference Rooms, Board Room, Auditorium, Library, Staff Rooms, Exam Control Office, Training and Placement Centre, Computer Centres, Sick Rooms, Fitness center, Stationary Centre, Cafeteria, Reprographic Centres, Guest Rooms, Hostels, Chapel and an ATM. Administrative Area include Principal / Director Office (96 SQM), Board Room (100 SQM), Office (250 SQM), Department Offices/Cabin for Head of Dept (389 SQM), Class Rooms/Tutorial Rooms (UG) (3684 SQM), Additional Workshop/Labs (950 SQM), Classrooms (PG) (900 SQM), Laboratories (UG/PG)(5607 SQM), Workshops – Basic (UG/PG) (1200 SQM) Drawing Halls (590 SQM), Seminar Hall (1195 SQM) respectively and a total space of 14961 SQM .The common facilities in the instructional area include Computer Center (550 SQM), Library & Reading Room (4410 SQM), Language Laboratory (96 SQM) respectively and a total available space of 5056 SQM. The Computer facilities include Internet Bandwidth of 655 Mbps, Language Lab, and Printers (43 numbers).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1Ew46pxKGkZFx1-qSLQOlqFTm9merpx8F/view?usp=share_link

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

The Department of Physical Education plays a crucial and intrinsic part of student life on the campus. The department aims to cater an all-round sports, enjoyment and relaxation activities for students, staff, and faculty. The sports infrastructure specifications include Athletic Track of400Mts 6 lane Badminton Courts (6 Numbers) indoor(13.40 x 6.10Mts), Basketball Court (2 Numbers) cement reinforced with acrylic fiberglass backboards, Chess Club, Cricket Ground (55Mts) boundary with clay center Wicket, Cricket practice Nets (2 Numbers) with 22 yardnet Cage with Clay Wicket, Football field (105x60Mts), Health Club(2

Numbers) Single & Multi station Equipment (separate for Boys & Girls), Table Tennis Table (2 Numbers) which are ITTF (International Table Tennis Federation) approved Volleyball Court (2 Numbers) with Outdoor Clay Surface (9x9 Mts) and a Yoga Center. Yoga Classes are conducted for all first-year students throughout the year. National Sport's day was celebrated in online mode this year too with the active participation of staff and students. The college encourages the students to take part in cultural activities that enable them to showcase their talent and creativity in various events. Talents' day is celebrated every year to give a platform for the first-year students to showcase their talents. Every year, SCET organizes, Arts Day, the cultural-adventure fest along with literary events in the campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://sahrdaya.ac.in/pe/

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

50

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1UJqvGilroWlm6Sct0uyrY1QcGoY8Pwf4
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)

441.9125

File Description	Documents
Upload any additional information	View File
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)

Sahrdaya Central Library, the multi-storey infrastructure marvelwith excellent amenities and facilities, functions as the pivotal Learning Resource Hub of the institution. The computerized library with immense resources of information completely meets the needs ofstudents, research scholars and faculty members.The library resources have been completely bar coded and automated using KOHA, a fully featured, scalable library management system.

The library facilities include 34245 Volumes, 10097 titles, 101 printedjournals, E-journals from IEEE, EBSCO, Elsevier, Delnet, NDLI, IETE, IEI etc, e- books from EBSCO, Delnet and NDLI, Library Management Software, Reading Room, and Seating Capacity of 425 and MultiMedia PC of 56 nos.

Central Library also provides access to NDLI , Shodhganga, a reservoir of Indian theses providesa platform for research students to deposit their PhD theses, andmake them available to the entire scholarly community in openaccess, and Online Courses through SWAYAM, MOOC and NPTEL.Our college website linkhelps to search books, journals, magazines, CD/DVD collections,Institutional Digital Repository (managed by DSpace), various e-resources, Newsletters, Library Services, rules and regulations,etcThe library amenities include reference, issue, return, renew, e-resources, Book schemes, internet facility-455 Mbps, language lab, Open Access System, OPAC & WEBOPAC, 10 hours service, overnight issue.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1Ew46pxKGkZFx1-qSLQOlqFTm9merpx8F/view?usp=share_link

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	A. Any 4 or more of the above

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

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

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

14.61

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

105

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

Sahrdaya college of engineering and technology is well equipped with modern and sophisticated Computing facilities, to support the ICT needs of students and faculty. All the college blocks are connected to the central server by optical fiber. 24X7 connectivity will be there. A total of 708 computers are available in the campus, spreading over more than 25 various laboratories and centers and are supported by UPS back up. Computers are supported in collaboration with Microsoft through the Microsoft campus agreement and the latest open value Operating system.

Most of the system is loaded with academic packages as per the discipline, including Matlab,Orcad and a dedicated Dell Power edge rack data server which is accessible from inside the campus and around the world. The computational facilities in the campus are well connected through wired as well as wireless networks.

All classrooms are equipped with a projector, computer, network ports, and multimedia systems to realize Modern ICT based teaching and learning.

The library is elevated to the status of a digital library with a dedicated network and bandwidth, special digital zones and terminals are provided for the modern referencing. All books are barcoded and the digital catalog is accessible through the intranet.

Google cloud is used for the data back up and protection in academic and administrative levels. A technical supporting mechanism is implemented for staff and students through support mail and WhatsApp.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1PeokIUoP9pCHNlEJePRCGdM1DOeaOYFX

4.3.2 - Number of Computers

806

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

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

441.9125

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.

Maintenance of Infrastructure:

The infrastructure maintenance is done by the maintenance section headed by the team of Chief Finance Officer (CFO) and a supervisor when required. General Insurance coverage is provided for Building, Furniture, fixture etc.All Major/advanced equipment are maintained by Annual Maintenance Contract (AMC). Minor Equipment's are repaired and maintained regularly.

ICT tools:

The computers are monitored and maintained time-to-time. A system admin team allocated for all academic buildings monitor the same.

Library:

The stock verification is done as a part of regular maintenance. The library has a catalog facility for easy search of books for the benefit of students and staff.

Laboratory:

Annual stock verification and audit of maintenance register for all the labs in the academic departments are regularly carried out. The stock verification of laboratories for the year 21-22 was conducted during 20th september 11th October, 2022.

Electric Power Backup:

SCET Campus has two 250KVA generator sets to provide sufficient backup power supply in case of power failure from KSEB.

Potable Water Supply:

The Institute has three academic buildings provided with water coolers and purifiers to cater for safe drinking water. The sports complex/auditorium is provided with purified natural water in portable cans. The quality of drinking water is tested every three months.

Budget:

Every year, sufficient funds are allocated towards the Maintenance fund.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1i9seDWrEh8eLWqVt-QTsT4HHb-MdSDWm

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

245

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

222

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://sahrdaya.ac.in/student-support/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

67

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

67

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

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

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

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

208

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

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

5.2.2.1 - Number of outgoing student progression to higher education

30

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
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

6

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

5.3 - Student Participation and Activities

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

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

1

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

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

Sahrdaya facilitates the representation of students in various administrative committees and encourages participation in co-curricular and extracurricular activities regularly.

The Student Council inauguration 2021-22 was heldon 05th April2022. The members of the student council are uploaded as evidence of the student's participation in administrative committees in the link for additional information. The participation of students in various administrative committees is also ensured, specifically for Anti-Ragging, College Sports Council, College Magazine & Newsletter, Internal Complaints Committee, Various Professional bodies, Various skill development clubs,Career Guidance & Placement, NSS & Social Service, etc.

Arts day -Ecstasy 2K22 was conducted on 20/05/2022 and 21/01/2022 with the enthusiastic participation of students. The arts day was inaugurated by Mr. Nihal Sadiq (Playback Singer, Malayalam Film Industry). Mr.Sooraj, the Fine arts secretary delivered the vote of thanks. The first day witnessed fifteen events; Thiruvathira, Group dance, Mohiniyattam, Vattapattu, Mono act, mimicry, western song, Group song, Maapilapattu, etc. across three stages. Thirteen events; Oppana, synchronous dance, Nostalgia, etc were conducted on the second day. The competition was conducted between various departments wise. BEATS association of Biotechnology department becomes the overall champion. Adwaitha Shyam and Sreerag R Menon of the CS Department became Kalthilakam and Kalapradhipa respectively. Along with the ARTS Day College Band EVOKE was also inaugurated and their mesmerizing performance was conducted in the evening session.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/17aUMsQKXCV6rz183BT6AMkNHEvdYce5T
Upload any additional information	View File

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

76

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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 Sahrdaya Engineering College Alumni Association is officially registered with the registration number TSR/TC/422/2018.A Digital Libraryat an expense of Rs.6,31,612/- was sponsored by the Sahrdaya Engineering College Alumni Association during the assessment year. The inauguration was held on 17th March 2022.The Alumni association sponsored One week Technical Training Series program Fusion 360 & Digital Fabrication was conducted for the 1st year students from 31st May to 5th June 2021. Around 400+ students participated in the program. Another forty-hourtraining program on aptitude skills was conducted for the final year students from 14th July 2021. Around 250+ participants participated in the program. A total of seven Alumni interactions were arranged by various departments during the year 22-23. Few among them were

focused on Interview skills, software coding skills, professional experience sharing, etc. Alumni feedback is also collected on a regular basis in a structured template. These are analyzed department-wise and Institution level. Appropriate actions are discussed in IQAC meetings and implemented for valid feedback.

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/secaa/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

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

Sahrdaya is committed to provide quality technical education through continual improvement and by inculcating moral and ethical values to mould vibrant engineers with high professional standards. The institution imparts the best education through the support of competent and dedicated faculty, excellent infrastructure and collaboration with industries to create an ambience of excellence. The administration is overseen by the Board of Governors (BOG). The BOG is constituted as per the statutory provisions. Governing body meetings are conducted regularly in an open manner. The members of BOG make active contributions for academic growth and Development. The BOG ensures that all decisions on the matters such as admission, research, infrastructure, TLP and Placements are arrived based on the fundamental concerns of the Institution and all the stakeholders. The day to day academic administration of the institute is led by the Principal with the support of around forty administrative committees and academic departments. Regular academic and administrative audits are Conducted to ensure compliance with the Vision of the institution as envisaged by its founders. The faculties are actively involved in the decision making process.

Suggestions from all stakeholders are also given prominence for the improvement and the effectiveness of all institutional processes.

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/college-handbook/
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.

Governing body meets regularly and is conducted in a transparent manner. The minutes of the BOG, Academic Council and Annual Report are published on college website. The finance committee appraises the BOG pertaining to finances of the college. Budgetary provisions for the departments are made based on the requirements/inputs provided by the HODs in consultation with lab in charges. The principal provides leadership for the academic administration and creates an effective conducive environment. Several committees comprising of key stakeholders including faculty, staff, industry, employer, alumni, parent and students continuously monitor/guide the academic and administrative Activities. All HoDs are members of the Academic Council, College Council and vested with academic power. Senior faculty members occupy pivotal administrative positions like the Vice-Principal, IQAC Coordinator, Hostel Wardens, Placement Officer, Coordinators of Industry Institution Interaction Cell, IEDC, Research and Developement Cell etc. The management has devised the policy of rotation of these key roles with an aim to groom the next in line leaders.

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/college-handbook/
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 management focuses on a systematic and continuous process thataims at the long-term and short-term objectives of the

institution.It aims toimplement outcome-based education in the system and strives for itsgraduates to possess distinguished academic and interpersonalskills. The management feels that the quality of faculty and theeducation system has a critical role to play in an institution toreach its full potential. With this in perspective, the collegemanagement has taken strategic measures to recruit highlyspecialized and skilled faculty to join the workforce. This is expected to contribute to the growth of the institution as well as improve the resources available for the student community of theinstitution.The institutional Strategic/ Perspective plan has been clearly articulated and implemented in the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sahrdaya.ac.in/vision-2030-2/
Upload any additional information	View File

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.

A clear description of the Organizational structure of the institution including the governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism.

The Executive Director is the final authority that approves the Quality Policy. The Director advises the Executive Director if required for the college administration – General and academic. The Joint Director assists the Director in all the routine functions of the Institution and continues to engage in theory/practical classes in his/her area of specialization. The Principal serves as a member of the Advisory Board/ Academic Council and takes care of the smooth day-to-day functioning of the College as per the directions of the Management and norms of AICTE and the University.

HOD:-Majority of academic activities are being handled by faculties in the department guided by the head of the department. The head of the department monitorsand conducts periodic meetingsfor planning and review of activities of the department.

Administrative committees:- The institution has 40 administrative committees to continuously monitor/guide the co-curricular, extra-curricular, and administrative activities. The service rules for staff include adherence to the rules of the institution as well as duties as dictated in academic and non-academic aspects of the curriculum. The procedures, recruitment, and promotional policies are defined for all teaching and non-teaching staff and are clearly dictated in the HR policy manual.

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/hr-manual/
Link to Organogram of the institution webpage	https://sahrdaya.ac.in/college-handbook/
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	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

The various welfare measures for faculty, staff, and students of Sahrdaya College of Engineering and Technology are:

Faculty Welfare Measures

1. Staff Savings Scheme (SSS)

2. Maternity Benefits

3. Gratuity

4. Group Insurance

5. Excellence Awards

6. Silver Ring After 5 Years of Service

7. Transportation facility

8. Faculty Quarters

9. Sponsorship For Training

10. Faculty Research Seed-money Grant (FRSG)

11. Incentives

12. Emergency Medical Expense

13. Driving School Facility

14. Gym Facility

15. Morning & Evening Tea

16. Hostel Facility for bachelors

17. Faculty/Staff Get-Together

18. Family Get-Together / Tour

19. Staff Tournament

20. X' Mas / Onam Celebrations

21. X' Mas Gift

Staff Welfare Measures

1.Transportation facility With Half Rate

2. Emergency Medical Expense

```
3. EPF

4. ESI

5. Family Get Together / tour

6. Gym Facility

7. Gratuity

8. Group Insurance

9. Hostel Facility for Staff

10. Incentives

11. Maternity Benefits

12. Morning & Evening Tea

13. Scholarships to Children Of Staff In SCET

14. Silver Ring After 5 Years of Service

15. Staff Tournament

16. Staff/faculty Get Together

17.X' mas Gift

18. X' mas / Onam Celebrations
```

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/college-handbook/
Upload any additional information	View File

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

```
0
```

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

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

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

4

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	[View File]()
Upload any additional information	[View File]()
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

76

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
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

An effective performance appraisal system for faculty is vital for optimizing the contribution of individual faculty to institutional performance. The purposes of this evaluation system followed in Sahrdaya are the following:

  a) Assess and promote excellence in the teaching/learning process.

  b) Meet the educational needs of students and the community by continuously monitoring instructional performance.

  c) Provide a constructive framework for evaluating faculty in terms of their contributions towards Research, Consultancy, Publications in quality journals, Professional development activities, etc.

The performance of the faculty is evaluated at the end of every year relative to the quality of teaching, contributions to teaching and research, etc. in a prescribed format. The goal of the performance appraisal system is to identify gaps in teaching and learning and provide the necessary directions and guidance to support each individual faculty for assurance of quality. It provides feedback on employees' performance to both the employee and the institute. Major decisions like probation declaration, promotions in higher pay scales, wage hikes, and

training needs are taken based on this method. Based on the teacher's performances, Academic Performance Index (API) scores are proposed for (a) Teaching related activities

(35%) (b) Research (40%), and (c) Services (25%). The institution has a well-defined faculty appraisal system in which the contributions of the faculty in diverse roles are assessed

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/college-handbook/
Upload any additional information	View File

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

The institution follows a systematic procedure by following a two-tire audit.

- **Internal Audit**

- **Statutory Audit.**

Internal Audit: Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them does a thorough quarterly basis check and verification of all payments, receipts & journals vouchers of the transactions cash books, and ledger account reviews that are carried out in each financial year.

Statutory Audit:The external auditor appointed by the college performs a Statutory Audit of the financial statements of the college. The financial records are audited by qualified chartered accountants after the end of each fiscal year. Audit Reports, statements of income and expenditure, balance sheets and supporting annexures, and notes on accounts are certified.

Internal audit is conducted twice a year. Internal auditing is conducted by M/S. CHEERAN VARGHESE & CO, CHARTERED ACCOUNTANTS, THRISSUR

Statutory audit is conducted by P.V CHACKO & Co, CHARTERED ACCOUNTANTS, ERNAKULAM. The statutory auditor conducts the audit after the closure of the financial year and gives the audited statements and also submits the income tax returns.

The Internal and statutory auditors are checking each and every transaction as per the supporting documents and are giving necessary instructions according to the changes in income tax rules.

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/audited-statements/
Upload any additional information	View File

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

The major income for the institution is derived from student fees.

The budget utilized for recurring and non-recurring expenditures under the following heads:

  a. Salaries – Salary has been disbursed as per AICTE norms.

  b. The budget has been utilized in procuring the laboratory equipment as per therecommendations of the HODs based on thecurriculum, also for organizing the FDPs and students training programs.

  c. Administrative Expenditure – the budget has been utilized in meeting day-to-day expenses in running the institution. Institution Heads/Section-in-charges are intimated of the extent

of funds allocated against their budget proposals.

Major works like construction, up-gradation of existing infrastructure, maintenance of common utilities, housekeeping, procurement of furniture, etc., are executed and monitored by the College. During the last four years, the budget is utilized to meet expenses such as renewal of software, purchase of equipment, expenses towards consumables and contingencies, training and travel, miscellaneous, etc.

The Principal has the power for spending for incidental expenditures in connection with academic/non-academic activities.

Heads of departments, librarians, and Training & Placement Officers are given imprest cash which can be used for all purchases related to lab consumables and other emergency purchases related to their departments.

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

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 review and monitor quality initiatives through its supportive cells such as ISO, RDC, IEDC, IIIC, and Placement & training.

IQAC Semester and Annual Planning and monitoring meetings

- IQAC conducts planning meetings where the primary focus groups and core administrative committees are given directions for activities to be conducted as per the Strategic Action plan 2030 during the current academic year.

IQAC - ISO Management review meetings

- IQAC conducts management review meetings in line with the ISO 9001:2015 QMS requirements on a semester-wise basis. All the critical areas affecting the quality are reviewed,

feedbacks are analysed, corrective and preventive actions are devised.

Initiatives by Industry Institution Interaction cell (IIIC)

- During theyear, IIIC SCET has signed 5 new MoUs namely KDISC, TiMed, Jobin & Jismi, KSCSTE-National Transportation Planning and Research Centre,and CAD Center. 13 Invited talks by industrial experts were also arranged.

Initiatives by IEDC

- The ambiance created by the IEDC and the potential of our students has created a perfect blend for supporting the entrepreneurship culture on the campus.The institute has also received a total grant of Rs. 9,55,000/- from Kerala Startup Mission (KSUM) as various project funding via IEDC.

Initiatives by Research and Development cell

- Efforts of RDC could result in five Patents granted and three Published. A total of thirteen publications in SCI/Scopus-indexed journals are made. A total of twelve faculty research projects Seed funds (FRSG) worth Rs. 10,53,300/-. are funded by Sahrdaya.

File Description	Documents
Paste link for additional information	https://sahrdaya.ac.in/iqac/activities/
Upload any additional information	View File

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 IQAC continuously monitors and takes necessary actions to improve the quality of the teaching-learning process. IQAC has put efforts to promote academic excellence and overall performance for the continuous improvement of the institution. The academic audit

aids enhance the quality of TLP and OBE practice followed in the institution. It is conducted for all UG and PG programs, at the faculty, student, department, and institute level, twice a semester. Other than the internal audits, external academic audits are conducted by APJAKTU-appointed auditors. For the period 21-22, the external audit was conducted on 13.06.22. IQAC focuses on institution-level quality monitoring and evaluation, a second tier of which is known as the Department Quality Assurance Cell (DQAC) functions in all departments, under the advisory of the Department Advisory Committee (DAC). DAC includes Alumni and Industry representation relevant to the core program operated by the department. COs defined for each course, CO-PO mapping, assessment tools adopted, CIE & SEE comparison, CO attainment, and best practices achieved are discussed in DQAC and the mechanisms for addressing gaps in attaining the expected outcome are discussed in DAC. The Principal and HODs conduct meetings regularly, to monitor the teaching-learning process of the departments. HOD in turn circulates the information to the teaching and non-teaching faculty of the department, through departmental meetings.

A sample checklist for academic audits (UG) is attached herewith.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sahrdaya.ac.in/annual-report/
Upload e-copies of the accreditations and certifications	View File
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

Our college has taken a number of steps to ensure equality of opportunity and treatment for men and women. Both on statutory and administrative committees, the college regards gender balance as an important consideration and strongly prefers to form committees equally represented.

Women's interests are specifically represented by the women cell convener who is a faculty of the college. An annual gender sensitization plan is prepared to promote gender equality in our institution. A store for female staff and students named " She Care " is functioning on the campus. Some of the steps taken to promote gender equality in our institution are :

- Establish good gender balance in decision-making and promotes a culture of respect in all activities

- Ensures equality of access to all services provided by the College by conducting seminars, workshops etc.

- Encourages women faculty to be Conveners in most of the administrative committees formed every year

- Female students with strong leadership qualities are representative of student's council.

- The college encourages equal participation opportunities in Co-Curricular and Extra-curricular activities

- **Training and Placements, as well as entrepreneurship opportunities, are provided without any discrimination.**

- **The female staff is given maternity leave and benefits.**

No. of activities conducted according to the gender sensitization action plan is four.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/drive/folders/1Tq AlfOoW68uieP0Lw1W5WpChj5iviVLX
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	https://drive.google.com/drive/folders/1p_ elotxd_BnIdfIXTaiTCzF3YhiuCrzX?usp=share_l ink

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	**A. 4 or All 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

Solid waste management: From the collection source itself, the waste materials are segregated by providing separate bins for paper waste, glass & bottle waste and food waste andare managedon a regular basis.

Liquid Waste Management: For the effective management of liquid waste, a wastewater treatment plant of capacity 2.5 lakh liters /day is functioning on the campus. The collected water is

subjected to aeration, and filtration using Activated Carbon Filter (ACF) and Pressure Sand Filter (PSF) to remove the organic matter.

E-waste management: An MoU with an agency named "Aspire Greens" is signed for collecting the e-waste materials from our campus. Also, most electronic devices contain a variety of materials, including metals that can be recovered for future uses, are dismantled and reused.

Waste Recycling: The food waste is converted to manure. The manure is further used for the plants in the garden.

Chemical Waste: Hazardous chemical wastes are filtered through charcoal filters or chemical deactivation is done before disposal.

Biomedical and Biotechnology Waste: Disposal of Microbial Culture: The contents are drained from the flasks/tubes/pipettes/Petri plates into the sink under running tap water. The media is autoclaved in lasks/tubes/pipettes/Petri plates at 121 degrees Celsius for 30 minutes at 15 lbs pressure.

Precautions for safe removal of agarose Gel: Ethidium Bromide-containing gels are collected separately, usually in a sealable disposable plastic container such as a bucket with a lid.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	**No File Uploaded**
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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

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).

The following kinds of community extension activities are usually undertaken by the campus community:

- **Home for the homeless projects**

- Webinars on "Covid 19" to the society

- Sanitizers are prepared on campus and given to the public

- Free engineering assistance to the poor in the locality to improve their quality of life

- Visiting the houses of the aged, disabled and differently-abled

- Visiting the houses of gramma panchayath for giving awareness on computer literacy, electricity consumption audit

- Free water pollution testing facilities for local people

- Rallies and awareness programs on drug abuse, alcoholism, environment conservation, andcorruption

- Raising funds to enhance facilities in the public utility establishments such as

- Flood-affected people

- Helping parents who are financially poor with medical treatments

- Donation of a bus to the nearby LP school

- Installation of a biogas plant in another school

- Computer literacy in rural schools

- Water purifier installation in an aided Govt. school

- Helping orphanages by providing daily needs

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

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

Various programs are organized in a serene and healthy atmosphere for the overall development of thestudents for the promotion of universal values. Through these programs, they develop harmony amongthemselves which are wide in geographical and cultural differences. We fine-tune their talents, help them to face the challenges to be good human beings and mold the future citizens of our country.

The institution also ensures that the students are provided with excellent student services such as co-curricular, extra-curricular activities, hostel facilities, financial support and career guidancesupport. Linkage and industry interface are the various other forms of student services the management offers in order to maintain the quality of the programs.

The violation of the privileges of the students is informed through awareness sessions conducted by various cells formed at an institutional level such as anti-ragging and anti-drugs, women's cell and if any complaints reported will be addressed by the grievance cell. All students also have the opportunity for student satisfaction surveys at required intervals during their program. This feedback from the students will be considered for making necessary changes in the programs. Also, awareness sessions are conducted as part of the observance of vigilance week, Swatch Bharat, and yoga.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/drive/folders/1CFP7pIdPNW69c90JU5iznQlItmQjyp1b
Any other relevant information	Nil

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

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

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

The college organizes special programs every year on the occasion of the birth or death anniversaries of great Indian personalities as well as celebrates state festivals such as Onam and Kerala Piravi. Our students are on a mission towards a better India by breaking the boundaries of religion and caste.Thoughts of great Indian personalities are sowed into the young minds through the exhibitions and programs conducted these days. Staff and students get to know the importance of national integrity in the country in general and their roles in particular. During the Study group activity, poster making, group discussion and essay writing are conducted toremember the death anniversaries of great Indian personalities. These National festivals are celebrated to make the students aware of their contribution to the nation. A total of twenty events were arranged in the institution during the academic yeartowards organizing National and International commemorative days, events and festivals, etc.

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 Practice-1

1. Project-based Learning

2. Sponsored Labs / Industry perspective projects are set upin collaboration with Industry to execute the latest projects

3. Very unique to Sahrdaya, we have created an Innovation friendly entrepreneurial eco-system which is instrumental for our students in securing many international and national level prizes.

4. Starting from semester-1, we provide academic rigor to reach up to industry-driven projects.

5. Evidence of Success:

- **ICT Academy of Kerala premium membership.**

- **"Best Inclusive IEDC Kerala 2020 Award '' from KSUM**

- **Innovation Premier League Runner Up Award 2021 from KSUM**

- **KSUM promoted deep technology research translation with a funding of Rs.1.8 Lakh.**

- **Zaara Biotech raised $10 Mn from the UAE-based TCN International Commerce LLC for its project Algae Seaweed Technology**

6. "Sahrdaya Technology Business Incubator and Innovation Hub".

Best Practice-2

1. Implementation of Outcome-Based Education

2. Our institution takes the effort to ensure graduating engineers from all programs demonstrate expected knowledge, skillsand attitude leading them to enhance their employability skills and meet the global demands in technology.

3. Academics is direct through Continuous Assessment tests (CAT), Project-based Learning, Assignments, Seminars, University Exams Quizzes and indirectly through a feedback system from all stakeholders. Activities beyond curriculum like co-curricular and extra-curricular activities

4. The question papers are as per Bloom's Taxonomy.

5. This effective implementation of OBE, leading to improved student performance through faculty contribution eventually resulted in 80% Placements for 2020 & 2021 pass outs.

File Description	Documents
Best practices in the Institutional website	https://sahrdaya.ac.in/mandatory-disclosure/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Our institution's social responsibility is driven by the process of defining and measuring "outcomes" as well as "core values" which relate results to the purpose and its administration is largely the act of effectively balancing social accountability to the dynamics of the marketplace.

The institution especially emphasizes especially on Outcome Based Education and Project-based Learning with well-equipped laboratories and infrastructure. Our college established various

Institutional mechanisms such as IEDC, RDC and STBI to foster the growth of research, innovation, and entrepreneurship. This catalyzed the growth of techno-entrepreneurial culture and the campus has evolved as a hub of such activities; IEDC Summit 2019 for aspiring entrepreneurs hosted in our college, University-sponsored Tech-Fest, Tech -Top National Project Competitions, "Hack 4 People" Hackathon and TEDx SahrdayaCET are hosted in our college.

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

7.3.2 - Plan of action for the next academic year

- **The College has a vision to get Academic Autonomy status once get accredited by the competent authority of NBA and has begun working steadily towards this goal.**

- **All Departments have decided to organize AICTE and KTU sponsored Faculty Development Programs.**

- **More focus to be given to improving the Admission, Placement, and improving the University Results in all Branches in the coming year.**

- **To enhance industry-institute collaborations through effective MoUs, industrial training, industrial visits, and internships. This will be constantly monitored in the coming year.**

- **To enhance innovation and entrepreneurship activities amongst students by continuing to highlight the activities of the IEDC and ensure maximum student participation**

- **To strenghthen the Alumni relationships and honour Alumnus who significantly contribute towards profession and institution.**