St.PETER'S INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared Under Section 3 of the UGC Act, 1956)
Avadi, Chennai - 600 054

Annual Quality Assurance Report (AQAR) of the IQAC for 2015-2016

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Part – A

1. Details of the Institution

1.1 Name of the Institution	St.Peter's Institute of Higher Education and Research
1.2 Address Line 1	Tonakela Camp Road, Avadi
City/Town	Chennai
State	Tamil Nadu
Pin Code	600054
Institution e-mail address:	spiher@stpetersuniversity.org
Contact Nos. :	04426558080-85
Name of the Head of the Institution:	Dr.S.Ravichandran Vice Chancellor
Tel. No. with STD Code:	044 26555448
Mobile:	9840866966, 9841016968
Name of the IQAC Co-ordinator:	Dr.S.Stella Mary
Mobile:	9941205452
IQAC e-mail address:	iqac@stpetersuniversity.org

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*: TNUNGN11443

1.4 NAAC Executive Committee No. & Date: EC(SC-10)/DO/2015 dated 16-11-2015

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

1.5 Website address: www.stpetersuniversity.org

Web-link of the AQAR: www.stpetersuniversity.org/AQAR2015-16

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.52	Nov 16, 2015	Nov 15, 2020
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : 27-9-2013

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

NIL

i. AQAR _____ _____ (DD/MM/YYYY)
ii. AQAR_____ _____(DD/MM/YYYY)
iii. AQAR_____ _____(DD/MM/YYYY)
iv. AQAR_____ _____(DD/MM/YYYY)

1.9 Institutional Status

University : Deemed to be University
Affiliated College : Nil
Constituent College : Nil
Autonomous college of UGC : Nil
Regulatory Agency approved Institution : Nil
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education [√] Men [ ] Women [ ]

Urban [ ] Rural [√] Tribal [ ]

Financial Status Grant-in-aid [ ] UGC 2(f) [√] UGC 12B [ ]

Grant-in-aid + Self Financing [ ] Totally Self-financing [√]

1.10 Type of Faculty/Programme

Arts	√	Science	√	Commerce		Law		PEI (Phys Edu)	
TEI (Edu)		Engineering	√	Health Science		Management	√		

Others (Specify) Architecture

1.11 Name of the Affiliating University *(for the Colleges)* Nil

1.12 Special status conferred by Central/ State Government

UGC/CSIR/DST/DBT/ICMR etc Nil

Autonomy by State/Central Govt. / University ------

University with Potential for Excellence : --- UGC-CPE : --------

DST Star Scheme ----- UGC-CE : -------

UGC-Special Assistance Programme : --- DST-FIST : --------

UGC-Innovative PG programmes : ----- Any other (*Specify*) : ---

UGC-COP Programmes : -------

2. IQAC Composition and Activities

2.1 No. of Teachers	:	8
2.2 No. of Administrative/Technical staff	:	5
2.3 No. of students	:	2
2.4 No. of Management representative	:	1
2.5 No. of Alumni	:	1
2. 6 No. of any other stakeholder and community representatives	:	1
2.7 No. of Employers/ Industrialists	:	1
2.8 No. of other External Experts	:	1
2.9 Total No. of members	:	20
2.10 No. of IQAC meetings held	:	4

2.11 No. of meetings with various stakeholders:

Faculty	:	2
Non-Teaching Staff	:	5
Students	:	2
Alumni	:	1
Others	:	2

2.12 Has IQAC received any funding from UGC during the year? No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.: 2 **International :** Nil **National:** Nil **State:** 1 **Institutional:** 1

(ii) Themes : Quality in Research & Methodologies

2.14 Significant Activities and contributions made by IQAC

Credits assigned to courses had been revamped as per the suggestions of the NAAC peer team visit in November 2015 in both UG and PG programmes.

The faculty had been motivated to participate in research and extension activities which led to an overall enhancement in the quality of teaching and learning. They were also encouraged to carry out major and minor projects. Opportunities were identified and students were helped by IQAC in attending seminars and workshops. Visits to Nuclear Power station by Professors and students had also been organized.

IQAC also co-ordinated with the activities of NSS in its Clean Campus Programme, Swacch Bharat campaign, Campus Beautification etc, leading to the overall cleanliness in the campus.

Orientation programmes for Faculty by Dr. V.Ponraj on 'Next Paradigm of Research", "Art of Mentoring" by Dr.D.S.Ramachandra Murthy, "Concept development for inspiring Innovation to Bind Science & Society" by Dr.S.Gunasekaran, "Time

Management" by Dr.R.Gayathri, Faculty Role as Counselor" by Dr.M.A.Dorairangaswamy had been organised.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Enrichment of the quality of education	Strict monitoring of completion of topics as per the syllabus. Evaluation of teaching-learning process is done during the Academic Audit. Remedial teaching is conducted for weak students. Surprise tests are conducted to monitor the students learning level. Scholar support programme, Career guidance, personality development and counseling classes were regularly conducted to improve the quality of education. Teachers maintained their log book to record day to day activities which helped them to review their action plans. ICT enabled teaching. Systematic teaching in strict adherence to the prepared lesson plan. Student's friendly class rooms. Induction classes to UG & P.G students. Many of our teachers were part of the curriculum restructuring committee in the University. Teachers had participated in UGC sponsored Orientation Programme / Refreshers courses.
To inculcate research culture among teachers and students	e-Journals were subscribed regularly in the Library which helped researchers, teachers and students. Project based Learning and research activities were promoted by organizing student project exhibitions. International, National and State level seminars, workshops and conferences had been conducted by various departments. Students were motivated to attend and present papers in Seminars and conferences in other institutions. Teachers and Research scholars have published their research papers in referred journals. A Workshop on Research Methodology and

	Techniques had been organized by the MCA Department this year.
To upgrade infrastructure	Renovation of University auditorium. Renovation of volley ball and basketball courts. Wi-Fi accessibility in the campus. Equipments have been added to the Gym Centre.
Co-curricular activities to enhance talents of the students	Students were trained to develop their presentation skills in class room seminars and present papers in other Institutions. One week E-Cell programme helped the students to develop various skills.
Celebration and observance of nationally and internationally important days	National Science Day, Light Year Celebration, International Yoga Day, Pongal Celebrations, Womens Day, Engineers Day and Day of Photonics were observed regularly.

**Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body Yes

Management ☐ Syndicate ☐ Any other body ☑

Provide the details of the action taken: **The AQAR has been approved by the Vice Chancellor.**

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	14	-	14	
PG	11	-	11	
UG	8	-	8	
PG Diploma	-	-	-	
Advanced Diploma	-	-	-	
Diploma	-	-	-	
Certificate	1	-	1	
Others (M.Phil.)	6	-	6	
Total	40	-	40	

Interdisciplinary	Bio-Technology & Bio-Medical Engineering			
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All the Programmes
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni [√] Parents [√] Employers [√] Students [√]

(On all aspects)

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

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

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

Yes. The curriculum is reviewed during the Board of studies and Academic council meetings which are conducted twice in a year. The curriculum is reviewed and revised once in 4 years or as and when necessary to keep the students abreast with the latest trends in the emerging areas and also to keep pace with the industrial needs and global competition. However as and when the need arises, there is a provision to upgrade the curricula and syllabi as recommended by the Board of studies and approved by Academic Council. The regulations in our university have been revised in 2008, 2012, 2013, 2014, 2015 and 2016 regulations.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
157	87	26	36	8

2.2 No. of permanent faculty with Ph.D. : 36

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
53	-	5	-	4	-	6	-	68	-

2.4 No. of Guest and Visiting faculty and Temporary faculty :

Guest Faculty : Nil

Visiting Faculty : 8

Temporary Faculty : --

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	89	-
Presented papers	11	89	-
Resource persons	-	14	-

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

Slip Tests were conducted at the end of each hour based on the topics handled in that hour which helps in verifying the effect of teaching and learning. NPTEL Video lectures along with Edu Sat link help the students in improving the learning among students.

2.7 Total No. of actual teaching days during this academic year : 90 + 90 = 180 days.

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

Slip tests and weekly unit tests were conducted along with Model exams and assignments for students. Single valuation system for both undergraduate and postgraduate examinations was followed. Question Bank was made available to all students.

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

Members of Board of Studies: 83 Faculty : 157

2.10 Average percentage of attendance of students: 63.6

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division	
		I %	II %
B.E. (Aeronautical Engineering)	13	8	2
B.E. (Automobile Engineering)	2	2	-
B.E. (Bio-Medical Engineering)	1	1	-
B.E. (Civil Engineering)	49	43	6
B.E. (Computer Science & Engineering)	54	42	12
B.E. (Electrical & Electronics	16	13	2

Engineering)			
B.E. (Electronics & Communication Engineering)	51	43	3
B.E. (Mechanical Engineering)	125	100	14
B.Tech. (Bio-Technology)	5	5	-
B.Tech. (Information Technology)	11	10	8
M.E. (Advanced Manufacturing Technolgy)	10	9	-
M.E. (Aeronautical Engineering)	2	2	-
M.E. (Applied Electronics)	3	3	-
M.E. (Bio-Medical Engineering)	3	2	-
M.E. (Building Technology & Construction Management)	16	16	-
M.E. (CAD / CAM)	8	8	-
M.E. (Communication Systems)	5	4	-
M.E. (Computer Science & Engineering)	21	16	-
M.E. (Engineering Design)	9	7	-
M.E. (Instrumentation Engineering)	3	3	-
M.E. (Power Electronics & Drives)	4	4	-
M.E. (Structural Engineering)	16	15	-
M.E. (Thermal Engineering)	14	14	-
M.Tech. (Bio-Technology)	1	1	-
M.Tech. (Chemical Engineering)	2	2	-
M.Tech. (Information Technology)	6	6	-
M.B.A.	4	4	-
M.Sc. (Chemistry)	4	4	-
M.Sc. (Physics)	6	6	-

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

The IQAC coordinator attended the weekly meetings of the HoDs with department faculty, during which the syllabus coverage, lesson plan and notes of lesson are reviewed and suggestions given. Academic Audit was done at the end of each semester to evaluate the process and contribute progress in quality. IQAC also organized Seminars and workshops which helped in enriching the academic climate and the learning process. Orientation classes for the teaching faculty to scale up with newer and advanced methods of imparting higher education were organized once in six months. IQAC also helps in monitoring and evaluating the performance of the faculty by way of regular departmental visits both at the University level as well as at the Management level. IQAC helps in improving the quality of both the academic and non academic activities. IQAC also assesses the learning output via continuous evaluation and student's feedback.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	**Number of faculty benefitted**
Refresher courses	6
UGC – Faculty Improvement Programme	-
HRD Programmes	1
Orientation Programmes	16
Faculty exchange Programme	-
Staff training conducted by the University	43
Staff training conducted by other Institutions	16
Summer / Winter schools, Workshops, etc.	28
Others	-

2.14 Details of Administrative and Technical staff

Category	**Number of Permanent Employees**	**Number of Vacant Positions**	**Number of permanent positions filled during the Year**	**Number of positions filled temporarily**
Administrative Staff	88	-	4	-
Technical Staff	22	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC coordinated in the following activities:

- Research committee met to motivate and assist the faculty to prepare research funding proposals.
- Doctoral programme Review committee monitored the progress of the candidate twice this year.
- Special Lecture was arranged in the topic " Quality Research"
- Motivates the faculty to pursue research and also to avail the benefits of FDP.
- Encourages teachers to participate in International, National and State level seminars and Conferences
- Provided research facilities like research facilitator softwares , free Internet, INFLIBNET, Research Journals, Equipment for Inter-departmental research etc.
- Assisted in seeking funds from UGC, DST and other funding agencies as well as from the management to purchase new and necessary equipment.
- Invited eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.
- Conducted various academic programmes to cultivate research culture and scientific temperament among the student community.
- Every student in PG and UG programmes undertook a project individually or in group and submits a dissertation in the final semester.
- Students were provided opportunities to do their project work in various universities/industries.

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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	5	1		2
Outlay in Rs. Lakhs	29.65	6.15		Rs. 40.01 (5.15 + 34.86) lakhs

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4		
Outlay in Rs. Lakhs		12.35		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	98		
Non-Peer Review Journals			
e-Journals			
Conference proceedings	2	5	2

3.5 Details on Impact factor of publications:

Range : 0.2-2.35

Average : 1.92

h-index : 1 - 21

Nos. in SCOPUS: 78

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	3	DST-SEED Division	Rs 30 Lakhs	Yet to receive.
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	Rs 30 Lakhs	-

3.7 No. of books published i) With ISBN No. 4 Chapters in Edited Books 20

ii) Without ISBN No. : 4

3.8 No. of University Departments receiving funds from NIL

UGC-SAP : Nil CAS : Nil DST-FIST : Nil

DPE : Nil DBT Scheme/funds : Nil

3.9 For colleges Autonomy : N.A. CPE : N.A. DBT Star Scheme : N.A.

INSPIRE : N.A. CE : N.A. Any Other (specify) : N.A.

3.10 Revenue generated through consultancy: **Rs 6 Lakhs**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	3	-	-	-
Sponsoring agencies	SPU & ISPA	Management	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons : 14

3.13 No. of collaborations: **International**: Nil **National**: 6 **Any other:** Nil

3.14 No. of linkages created during this year: 10

3.15 Total budget for research for current year in lakhs:

From Funding agency: 10 Lakhs **From Management of University:** 20 Lakhs
Total : 30 Lakhs

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	1
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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

Total	International	National	State	University	Dist	College
2	-	-	2	-	-	-

3.18 No. of faculty from the Institution

who are Ph. D. Guides : 36
and students registered under them : 158

3.19 No. of Ph.D. awarded by faculty from the Institution : 14

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

JRF: Nil **SRF** : Nil **Project Fellows**: 9 **Any other** : Nil

3.21 No. of students Participated in NSS events:

University level: 45 **State level: -**
National level: - **International level: -**

3.22 No. of students participated in NCC events: Nil

University level: - **State level: -**
National level: - **International level: -**

3.23 No. of Awards won in NSS: Nil

University level: - **State level: -**
National level: - **International level: -**

3.24 No. of Awards won in NCC: Nil

University level: - **State level: -**
National level: - **International level: -**

3.25 No. of Extension activities organized:

University forum: 1 **College forum: -** **NCC: -**
NSS: 2 **Any other:** 1

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

- Fire Safety Awareness programme to School and Polytechnic students
- Medical Camp, Swacch Bharath (Cleaning in and around areas)
- Yoga Classes for University students.
- Helped the villagers around the campus by distributing basic amenities during the December floods of 2016.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	32.26 acres	-	-	32.26 acres
Class rooms	24	-	-	-
Laboratories	39	-	-	-
Seminar Halls	3	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)		4.55	Management	-
Others		-	-	-

4.2 Computerization of administration and library

Library, University Office, Controller Sections were fully automated already. All units were separately computerised. Online verification of certificates and transcripts were provided. Centralized data centre was maintaining all data/e-records.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	59628	1,24,34,301.00	97	66,016.00	59725	1,25,00,317
Reference Books	706	10,99,658.00	----			10,99,658
e-Books	350	Open sources Database				
Journals	56	95,390.00	56 Journals renewed		56	95,390.00
e-Journals	487	7,51,297.00	487 – e Journals renewed			7,51,297.00
Digital Database	50	Open sources Database				
CD & Video	2553	Book CDS				60,000.00
Others (specify)	7150	12,26,739.00				12,26,739.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Dept	Others
Existing	955	802	All	All	183	11	23	117
Added	-	-	-	-	-	-	-	-
Total	955	802	All	All	183	11	23	117

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

Training has been given in the month of August for faculty & students to use e-governance software.

4.6 Amount spent on maintenance in lakhs :

i) ICT : Rs 6.67 Lakhs

ii) Campus Infrastructure and facilities ; Rs 6.30 lakhs

iii) Equipments : Rs 4.55 Lakhs

iv) Others : Rs 15.25 Lakhs

Total : Rs 32.78 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Orientation program for students was organized. IQAC also monitored provision for the support for slow learners and ensured that progress reports were sent to parents monthly. IQAC also coordinated with the departments in the conduct of awareness programmes on different topics and to develop their leadership skills.

5.2 Efforts made by the institution for tracking the progression

Conducted Academic & Green Audit

Collected feedback from various stakeholders and analysed

Quarterly IQAC meeting held

Feedback from students, Faculty & Alumni

Self-appraisal from Faculty

Student counseling

Suggestion box

5.3 (a) Total Number of students

UG	:	736
PG	:	235
Ph.D.	:	5
Others (M.Phil.)	:	307

(b) No. of students outside the state : 53

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
276	172	26	1215	01	1690	227	166	17	872	01	1283

(c) No. of international students: Nil

Demand ratio: 1 : 1 **Dropout %:** 1.5

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

Nil

5.5 No. of students qualified in these examinations

NET: -	SET/SLET: **1**	GATE: 4	CAT: -
IAS/IPS etc: -	State PSC: -	UPSC: -	Others: -

5.6 Details of student counselling and career guidance

Counseling was provided in all the departments by faculty counselors who gave support to those students with behavioral problems and who were in need of moral support. In a class, 20 students were assigned to a faculty counsellor. Apart from that, a professional doctor cum faculty was available in the Campus to do counselling as additional support. All UG and PG students were given Orientation class which focused on personality development, attitude and aptitude refinement, goal setting. Class teachers and other teachers provided extra academic and emotional support for slow and advanced learners. Placement Officer organised events to Third Year and Final Year students for Career Guidance. Number of students benefitted is 642.

5.7 Details of campus placement

On campus			**Off Campus**
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
13	234	14	12

5.8 Details of gender sensitization programmes

Anti sexual harassment cell conducted meetings with all girl students. Circular had been sent to students along with coordinator contact number, which was displayed in Notice Boards and website. Teachers arranged women empowering awareness programmes in the class rooms to help them to break social stigmas. Students were encouraged to perform cultural activities related to women empowerment.

5.9 Students Activities

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

State/ University level: 112 National level: 94 International level: -

No. of students participated in cultural events

State/ University level: 94 National level: - International level: -

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

Sports : State/ University level - National level - International level -

Cultural: State/ University level - National level - International level -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	9	Rs.6,48,000
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level 1 National level International

Exhibition: State/ University level 1 National level International

5.12 No. of social initiatives undertaken by the students 3

5.13 Major grievances of students (if any) redressed: Uniform dress code for students was dropped.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: To achieve Academic Excellence in Engineering and Technology and Science through Teaching, Research and Extension to Society.

MISSION: By Generating, Preserving and Disseminating Knowledge through Rigorous Academic Study, Inquisitiveness to Understand and Explore Nature and Entrepreneurship with Creativity and Innovation.

6.2 Does the Institution has a management Information System

Yes, the University has a Management Information System to monitor and control all the activities.

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

6.3.1 Curriculum Development

The curriculum was reviewed during the Board of studies and Academic council meetings which are conducted every year and revised once in 4 years or as and when necessary to keep the students abreast with the latest trends in the emerging areas, industrial needs and global competition.

However as and when the need arises, there was a provision to upgrade the curricula and syllabi, implement new courses or topics in their respective boards taking the Feedback from students, employers and alumni as recommended by the Board of studies and approved by Academic Council.

Syllabus revision of about 20% was made in all courses based on the above feedback. Academic audits were conducted by experts every year and the feedback on curriculum and syllabus was analyzed for further action.

6.3.2 Teaching and Learning

- All departments had internet facilities to enrich teaching - learning activities.
- EDUSAT link and NPTEL material were made available for the benefit of students and faculty. Seminar halls with LCD projectors are available in each block.
- Meetings of the heads of departments were conducted every week where academic matters were discussed including the teaching learning process.
- The effectiveness of the teaching learning process was reviewed by a team of faculty heads.
- The University used self-appraisal and student-feedback for quality enhancement.
- The IQAC monitored the efforts taken to improve the quality of the University departments. Regular faculty meetings were conducted to discuss the curriculum, teaching and assessment. Student's feedback on the choice based credit system courses and their evaluation of teacher of the University departments are taken at the end of the semester.
- Self-Appraisal Report from faculty members was analysed at the end of the year an feedback given to the concerned faculty.

6.3.3 Examination and Evaluation

Students were continuously assessed and their academic performance was monitored by conducting slip tests, unit tests, model examinations and assignments. The continuous internal assessment (CIA) and its evaluation process were made transparent. All the students were given a chance to improve the CIA score and the rating was made known to them. Internal marks were displayed on the departmental notice boards.

The University ensured confidentiality in the panel of question paper setters, printing of question papers, allotment of dummy numbers to the answer scripts and assignment of computer software for preparation of marks statements etc. by using OMR sheets. There was a provision for revaluation which is free of cost. The scheme of internal assessment and evaluation in university examinations were made known to students.

The examination results of the University Departments were declared within 20 days after the last examination. Provisional results for final year were declared in a week's time after the completion of evaluation process. Declaration of results in time was highly helpful for students to go for higher studies in India and abroad. Results were uploaded on the University website to help the students and provision had been given to take print outs. The university published the results within 30 days from the last examination.

6.3.4 Research and Development

The university from inception has established a separate Board of Research to promote research culture among staff and students. A research committee had also been formed. The students and research scholars were motivated to take up innovative projects which are industry and society relevant.

Centre for Disaster Management, Centre for Advanced Materials and Centre for Nanotechnology had been started by the University to promote awareness among the faculty and students leading to research. The university has a Central Instrumentation Facility to undertake calibration. To enhance the quality of teaching and research, the university had entered into MoUs and established linkages with more than 40 organizations including Research Institutions, Foreign Universities, Government Organizations and Non-Government Organizations.

Efforts had been taken by the University to conduct workshops and training programmes to promote research culture among faculty and students. Seminars were conducted exclusively for research scholars. Workshop on research methodology was conducted for research scholars. The University organized both national and international conferences in various thrust areas to promote knowledge sharing and research and encouraged publication in peer reviewed, reputed national and international level journals.

Sophisticated Analytical Instrumentation Facility with highly sophisticated spectrophotometers for materials characterization had been established with a funding of Rs 100 Lakhs by the University. This facility helped research of SPU and other academic institutions. Machines have been purchased from grants sanctioned through DST to the Technology Business Incubator, for Rs 150 Lakhs in the area of Advanced Manufacturing Technology along with CATIA software. The University has identified areas where

consultancy services could be offered by the departments. Consultancy services were offered in the broad areas of Spectroscopic analysis, Testing/ Consultancy in Advanced Manufacturing techniques, testing/ consultancy services for construction materials and website creation. The income generated from consultancy services was around Rupees 6 Lakhs in this year.

Extension services were promoted by the NSS and YRC of the University. The university adopted the nearby Konambedu village and had helped them by organizing awareness programmes.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The University has internet connectivity with a speed of **1Gbps** provided by MHRD under NMEICT Programme through National Knowledge Network (NKN) and BSNL. All the departments of the University have computer laboratories with internet facilities. The language lab acted as a platform for learning and practicing language skills through interactive lessons and communicative mode of teaching.

St.Peter's University has a Library Committee. It comprises of Chairman, Members including Heads of all departments and student representative and the Librarians of both UG and PG library. The Committee meets periodically and plans to procure Books and Journals as per the University syllabus to render the effective service to the users' community, and to optimize the use of library materials. Digital Library and procurement of NPTEL material were the significant initiatives that the committee has taken. The University library services have been automated through the use of standard library software package "AutoLib". The circulation service has been fully computerized and all the documents were bar-coded. INFLIBNET and DELNET are the resource sharing networks which St.Peter's University currently uses.

CCTV cameras had been installed in hostels to monitor the movement of unwanted persons for security reasons. Biometric system was introduced for the faculty and staff.

6.3.6 Human Resource Management

- Faculty Development programmes was conducted to motivate the faculty and guide them in research and other skills.
- Various committees, comprising the faculty and staff coordinated different activities throughout the year.
- The human resources management was done to ensure smooth functioning of the institution.
- Human resources are effectively and efficiently utilized for the development of departmental activities and extension activities.
- Performance appraisal on a 5 point scale was introduced to evaluate the performance of the faculty members.

6.3.7 Faculty and Staff recruitment

Well qualified faculty and staff have been recruited as per regulations.

6.3.8 Industry Interaction / Collaboration

Participation of Industries in Curriculum Development

Class Room Seminars

Guest Lectures

Factory and Field Visits

Workshops

6.3.9 Admission of Students

Admission notification was given in leading National dailies and uploaded in the website. Entrance examination for all the candidates for all programmes was conducted. Each department had an admission committee comprising of the Head of the Department and the faculty for PG and Research Programmes. The admission office processed the applications and the eligible applicants were informed of the entrance test well in advance. The admission was monitored by the Admission committee/ department of the University constituted for this purpose. The eligible candidates were informed of their selection by post and by message. For research programmes, entrance examination and interview was also conducted.

6.4 Welfare schemes for

Teaching :

Loan facility was provided by Indian Bank functioning inside the University campus. PF and Free Transport were also provided for the faculty and staff. Quarters for staff are also available. Health Centre is available within campus.

Non Teaching :

Health Centre within campus is available. PF, ESI were provided along with loan facility.

Students :

Health Centre is available in the campus. Medical insurance was provided for all students. The departments helped the students in availing Merit scholarships and National scholarships.

6.5 Total corpus fund generated : 5.39 Crores

6.6 Whether annual financial audit has been done: Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	---	Yes	----
Administrative	Yes	---	-----	-----

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

For UG Programmes Yes

For PG Programmes Yes

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

1. Semester and Grading System on a ten point scale are implemented. For each semester, grade point average was mentioned in the grade sheet. Cumulative grade point is also arrived at. The formula for arriving CGPA was given in the mark sheet.
2. Genuineness of the certificate can be verified online.
3. Semester grade sheets were given to all students.
4. Consolidated marks on successful completion of the programme were provided to students on request.
5. Degree (Diploma) certificates for all the eligible candidates were given during the Convocation.
6. Course completion certificate, Transfer Certificate, Migration Certificates are made available on request of the candidates without any fee.
7. Consolidated mark sheets and provisional certificates were given at the earliest.
8. The results were announced within 20 days after the last examination.
9. Result for the final year students were declared in a week's time. This was highly helpful for students who want to pursue higher studies in India and abroad.
10. Grievances of the students, if any were addressed to the Heads of the department, and were resolved within ten days.
11. The office of the Controller of Examinations had provided immediate supportive mechanism for those students who had approached the university with grievances.
12. Practical examinations were completed before the theory examinations.
13. Question Papers are set by external and internal experts. Board of studies prescribed the pattern of the question paper. The Heads of the departments informed the Controller of Examinations for suitable further actions in case of any discrepancy in the question papers.
14. Question papers were sent in sealed cover to the Chief Superintendent of the examinations on the respective day of examination.
15. The answer sheets with OMR sheets with provision for subject code, title of the paper, date of examination and bar code for scanning were provided by the University as a student friendly measure.
16. Central valuation system was adopted.

17. The examiners were given orientation before the commencement of evaluation process.
18. The examiners were provided with the scheme of evaluation to ensure objectivity in the valuation process.
19. Provisional certificates for M.Phil. and Ph.D. scholars were given within 14 days after viva voce examination.

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni meet is organized every year.
- Alumni are invited as resource persons.
- Alumni give valuable inputs for curriculum revision and updation. All Departments use the support of alumina in academic field by including them as Board member in their Board of Studies
- Alumni guide in identifying internship opportunities for students.
- Alumni help in securing placements in reputed organizations
- Various Alumni Associations are active in this institution.
- Members support the college by providing the students with lectures, seminars and counseling classes.
- Yearly alumni meeting provide the students, a golden opportunity for interaction.

6.12 Activities and support from Parent -Teacher Association.

University does not have PTA.

It is mandatory that parents of first year students attend an Orientation on all academic programmes and student support services offered on campus.

The heads of departments met the parents of the wards who needed support and counseling services to enhance performance.

6.13 Development programmes for support staff

Training programmes were conducted this year. Orientation programme was organized for newly appointed staff. Orientation Programmes in MS Office and ISO systems was also organized by the University for newly appointed teachers.

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

Extensive efforts had been taken to further plant trees and make campus green.
Rain water harvesting system was cleaned and maintained in the campus.
"Save Electricity – switch off Fan & Lights when not in Use "Note was pasted in all rooms to save Electricity.
Waste bins were placed in all departments to keep the area clean.
Boards bearing messages on the importance of keeping the campus eco- friendly were placed inside the campus.
Energy efficient lighting – LED lights and energy efficient PL lamps which consume less power are being implemented in stages.

Criterion – VII

7. Innovations and Best Practices

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

Screening of socially relevant documentaries and films for better understanding of contemporary national and international issues such as terrorism, Refugee problems, environmental issues etc. were conducted. Science Day, Environmental Day etc. were celebrated for creating environmental awareness to the youngsters. Observance of Women's Day, Yoga day and other days of national importance for creating social responsibility and national integration also created a positive impact. Blood group detections were conducted by the NSS along with Swacch Bharat campaign which helped in keeping the campus clean.

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

IQAC evaluated the systematic and timely implementation of the various activities according to the plan of action chalked out by the departments in the beginning of the year. Periodic verification of time table, monitoring and verifying the completion of portions at the departmental level were ensured. Remedial and Tutorial classes were arranged for weak students.

The faculty were encouraged to undertake Major and Minor projects.

In order to promote student centric learning, the institution provided ICT enabled facilities, field trips and industrial visits.

Inter departmental competitions were arranged. Environmental day, Science day, Women's day, E-week etc. were celebrated for creating awareness to the youngsters.

Counseling facility was arranged for the needy students.

Institution had provided plenty of research opportunities to the research students through conducting workshops and seminars.

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

Best Practice (I)

1. **Title of the practice:** Promotion of High Quality Research by concerted efforts.

2. **Objectives of the practice**
   - To create required infrastructure and mentors for research.
   - To promote research culture among faculty and students.
   - To motivate students and faculty to take up innovative research for benefit of industry and society.

3. **The context**
   - Necessary infrastructures are required.
   - Mentors are identified.
   - Research culture through creative thinking.
   - Motivation of students and faculty through mentoring and exposing them to new areas and challenges.
   - Encouraging interdisciplinary research.
   - Industry interaction.

4. The practice
   - New facilities were created for advanced research like Sophisticated Analytical Instrumentation facility.
   - Faculty were identified as mentors and encouraged to apply for funding.
   - Conducted workshops, research training programmes and research scholars seminars.
   - MoUs were signed with national research laboratories and industries.

5. **Evidence of success**

   SAIF was utilized by many research scholars of our university and other academic institutions which had helped in high quality publications and useful research outputs.

Centre for disaster management had motivated students and faculty to work in this important area. Search and rescue robot was designed by ECE students and tested in the laboratory. A project proposal was also sent to BRNS for prototype development. A proto type, Gluco-L, to check the sugar levels had been designed in the Bio Medical Engineering department.

Innovative courses were introduced and value added programmes were conducted.

6. Problems encountered and Resources required

- Registration with DSIR not extended.
- Many project proposals sent to funding agencies are pending.

Best Practice (II)

Title of the Practice : Teaching Learning Process

1. **Objective of the Practice**

   To make teaching learning process effective.

   To monitor the academic performance of the students by continuous evaluation, by conducting slip tests, unit tests, model exams and assignments.

   To maintain a teaching/lesson plan, which gives a clear schedule for the hour wise coverage of subject syllabus, assignments etc.

   To motivate students to achieve 95% attendance and conduct seminars, specific assignment writing, group discussion and quiz competition.

2. **The Context**

   To make the teaching learning process meaningful and efficient.

   To make the students understand the basics of the subjects and to make them strong in fundamentals.

   To motivate the students to give their best performance.

   To make them employable or take up higher education/research.

3. **The Practice**

   Maintain a logbook for each subject separately containing details of attendance, unit test and model examination marks and coverage of syllabus for each hour.

Maintain the course file, which includes the syllabus, lesson plan, course material and question bank.

Unit test cell had been created which conducted weekly tests during the first two hours on every Monday and Saturday. The cell also conducted model examinations at the end of the semester on the same pattern as university examinations.

The performance of the students in the above tests were discussed with the students and periodically sent to the parents as progress reports.

Faculty counselors for every 15 to 20 students were nominated to counsel the students on all matters including academics.

Class committee meetings were conducted regularly to get the feedback of the faculty and the students on academic matters for all subjects.

Parents were informed daily about the absence of their wards by sms.

Parents were counseled to improve the academic performance of their ward.

Special efforts were taken for slow learners. Orientation classes for freshers was conducted at the beginning of the semester.

The methodology of internal assessment was clearly informed to the students at the beginning of the semester.

4. Evidence of Success

Academic performance has clearly improved due to the above process.

Counselling had helped in the overall improvement of the behaviour of the students.

Strong basics in subjects have helped the students in taking up useful projects to the industry and the society.

Parents are very happy that regular monitoring of their wards is being done.

Many students take the unit tests and model exams seriously which helps them in their performance during University examinations.

5. Problems Encountered and Resources Required

Many students are from rural areas and have studied in Tamil medium. Many students are first time graduates in their families. Hence, special efforts are required to bring them on par with others.

7.4 Contribution to environmental awareness / protection

- **Energy conservation**
- **Use of renewable energy**
- **Water harvesting**
- **Check dam construction**
- **Efforts for carbon neutrality**
- **Plantation**
- **Hazardous waste management**
- **e-waste management**
- **any other (please specify)**

The university has been taking a lot of initiatives to make the campus eco-friendly since inception as mentioned below.

Energy conservation

The students and faculty were sensitized and taught the importance of switching off the electrical equipment when not in use. All the students and the faculty were requested to switch off the lights and fans when they leave the classrooms. Large windows have been provided in all the classrooms, which give a lot of ventilation and natural lighting even during the winter enabling the university to conserve energy. The university also bought CRT monitors, which help in conserving energy.

Use of Renewable Energy

Efforts were made in the university to make use of renewable energy. Use of Solar energy for lighting is being taken up in the campus. Projects in the field of solar energy are being undertaken by MSME Business Incubator. A few solar street lights have been installed. Solar kit procured from IIT Bombay also helped to demonstrate solar energy concepts and applications to students.

Water harvesting

The university had made a lot of efforts to harvest the water during rains. The campus has large open space with natural ground to absorb rainwater. Rainwater harvesting has been implemented as per the rules and regulations of the Tamilnadu Government. The university has implemented various methods to improve the groundwater table in and around the campus by implementing the effective Rainwater harvesting system. A pilot research study had been carried out to find the effectiveness of the water harvesting.

Check Dam Construction

In the university campus, there are no streams or water courses to implement check dams.

Efforts for Carbon neutrality

The university campus is plastic-polythene free zone, which makes the campus eco-friendly. Efforts have been made to reduce carbon emission and keep the campus pollution free. University buses and other vehicles get the pollution free sticker once in six months to ensure that carbon emission norms are met. The dead leaves and the waste papers are not allowed to be put on fire. The leaves were buried in the soil itself and the papers are disposed off. A number of trees were also planted. Many transactions were made paper less through e-mails. Exclusive areas have been provided for vegetation for ecological balance.

Plantation

The university has a lot of green cover in the campus. This has been achieved through a systematic management of the plantation. The University has a team of gardeners who keep the campus green. NSS volunteers were also encouraged and motivated to plant saplings in the university. In the last two years, around 3200 saplings have been planted.

Hazardous waste management

Usage of plastics is prohibited in the university campus. The cafeteria and the kiosks in the campus used only paper cups. The biological wastes and chemical wastes were carefully disposed off without harming the environment of the campus. A sewage treatment plant is in place in the hostels. Recycled water was used for horticultural purposes and landscaping.

e – waste management

The university ensures disposal of obsolete electronic items in the campus. The e-waste was disposed through the vendors for the purpose of recycling. The electronic gadgets were disposed through vendors with proper e-waste management techniques without affecting the environment.

7.5 Whether environmental audit was conducted? Yes

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

Strengths:

- Effective teaching learning process.
- Research culture and the number of publications.
- Library facilities with NPTEL and EDUSAT link.
- Good academic ambience.
- Well-qualified and dedicated faculty.
- Education at low cost.
- Add-on courses and certificate courses.
- Placement and career guidance.
- Remedial coaching was arranged for academically weak students.
- Extension programmes through NSS.
- Technology Business Incubator supported by the Department of Science & Technology.
- MSME Business Incubator supported by the Ministry
- Entrepreneurship development

- Establishment of Sophisticated Analytical Instrumentation Facility.
- Research and consultancy in the fields of Science and technology.

Weakness:

- Depleting strength of students.
- Difficulty in getting faculty in specialized areas.
- Extension activities need to be improved.
- Funded research projects are not being sanctioned.
- Communication skill of the students is poor since they are from rural and academically weaker background.
- Lower number of patents in the university.

Opportunities:

- Research and career oriented programs.
- Strategic alliances with national research and industrial centers.
- Social acceptance of the institution
- Collaboration at national and international levels for academic and research.

Threats:

- A considerable number of students are not opting for professional courses.

Plans of institution for next year

- Starting of UG and PG programmes in Arts and Science.
- Collaborative learning and research through ICT with other Universities
- Strengthening of interdisciplinary research activities
- New Major and Minor research projects from external agencies
- MoU with industrial organizations
- Establishment of new research lab facilities in science departments.
- Introduction of new certificate courses.
- Inter-University and Interdepartmental competitions

Name _____

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