

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 2016-2017**



Annual Quality Assurance Report (AQAR) of the IQAC for the year 2016-2017

Part – A

1. Details 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. Francis C Peter, Vice Chancellor**

Tel. No. with STD Code: **04426558080-85**

Mobile: **8281712211**

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. MHC0GN 18879*) **TNUNGN11443**

OR

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/AQAR2016-17**

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC : DD/MM/YYYY : **27-09-2013**

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*)

- i. AQAR _____ 22/12/2016 _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University	State	Central	Deemed	<input checked="" type="checkbox"/>	Private
Affiliated College			No		
Constituent College			No		
Autonomous college of UGC			No		
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		

Type of Institution	Co-education <input checked="" type="checkbox"/>	Men	Women
	Urban <input checked="" type="checkbox"/>	Rural ----	Tribal ---
Financial Status	Grant-in-aid ----	UGC 2(f) ---	UGC 12B ---
	Grant-in-aid + Self Financing ---	Totally Self-financing <input checked="" type="checkbox"/>	

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*) -----

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

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 : 13

2.2 No. of Administrative/Technical staff : 1

2.3 No. of students : 2
 2.4 No. of Management representatives : 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 : 21
 2.10 No. of IQAC meetings held : 4
 2.11 No. of meetings with various stakeholders: **5**

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

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 Institution 1

(ii) Themes Quality in Research & Methodologies, Time Management

2.14 Significant Activities and contributions made by IQAC

Teaching learning process has been assessed and improvement measures suggested to ensure quality enhancement and excellence through periodic feedbacks obtained from students, alumni, parents and other stakeholders on quality related areas. Academic audits were carried out by the external experts in all the departments to ensure that the quality is maintained at higher standards. New programmes in Arts and Sciences have been started considering the needs of the society without compromising on academic standards. Several motivational lectures have been organized for the students to equip them as sensible citizens with human values. Soft skills such as communication skills, leadership skills, personality development etc. have been taken up so as to make the students competent.

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	<ul style="list-style-type: none"> • The curriculum has been oriented to have focus on seminars, peer teaching, project work, field oriented exercises. • Remedial teaching/coaching for the slow-learners from the weaker socio-economic groups is being organized. • The University is encouraging the Departments/ faculties to invite guest speakers from other Institutions/ Industry to enrich the knowledge base of students through sharing of ideas and good practices. • Every Faculty organizes special talks, lectures for the benefit of teaching faculty, research scholars and students. • Induction classes for UG & P.G students
To inculcate research culture among teachers and students	<ul style="list-style-type: none"> • Introduced new journals in the Library • Project based Learning and research activities are promoted • International, National and state level seminars, workshops and Conferences have been conducted by various departments. • Students were encouraged to present papers in conferences, seminars and symposiums • Teachers and Research scholars have published their research papers in referred journals.

To upgrade infrastructure	<ul style="list-style-type: none"> • University Auditorium is equipped with audio and video systems • Wi-Fi accessibility in the campus • Few computer labs were updated • New UPS and systems have been added to the existing computer lab
Co-curricular activities to enhance talents of the students	<ul style="list-style-type: none"> • Students are having cultural events in University Annual Day, Women's Day, Pongal Celebrations and Hostel Day • Several motivational lecturers have been organized for the students to equip themselves as sensible citizens with human values. • One week E-Cell programme helped to develop various skills of the students
Celebration and observance of nationally and internationally important days	<ul style="list-style-type: none"> • National Science Day • Light Year Celebration • Sir C.V.Raman day • International Yoga Day • Pongal Celebrations • International Women's Day • Independence Day • Republic Day

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 is approved

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	15	-	15	
PG	26	-	26	
UG	23	-	23	
PG Diploma	-	-	-	
Advanced Diploma	-	-	-	
Diploma	-	-	-	
Certificate	-	-		4
Others (M.Phil.)	8	-	8	
Total	72	-	72	

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 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.

The regulations in our university have been revised 4 times and the university has R2008, R2012, R2013 and R2014 regulations. The curriculum is reviewed during the Board of studies and Academic council meetings which are conducted every year. The curriculum was restructured in 2014 hence only minor changes were made in the current year except ECE department. Based on the recommendation of the board the R2014 is released with amendment in all branches and courses. And a new regulation R2015 is released for ECE branch.

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

Arts and Science courses were started in various branches.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
132	79	23	28	2

2.2 No. of permanent faculty with Ph.D. 31

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
6	-	-	-	-	-	4	-	10	-

2.4 No. of Guest, Visiting faculty and Temporary faculty: 7

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	11	-
Presented	18	6	-
Resource Persons	3	3	1

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

Digitalization has been adopted by many of the faculty members. They use internet, power point and animation in their teaching methodology. Slip Test conducted at the end of each hour based on the class handled at the hour to improve the concentration and

Memory power of students. NPTEL Video lectures in addition to class coaching. Accesses to e-resources are available in the digital library.

2.7 Total No. of actual teaching days during this academic year 187

2.8 Examination/ Evaluation Reforms initiated by the Institution:

Student's academic performances is based on both Continuous Assessment (internal) and the End Semester Examinations (external) with weightage of 25 and 75 marks out of 100 marks for each respectively. Different methods of assessing the student – Slip test, Unit Test, Model Exams & Assignments. OMR sheets with bar coding and answer scripts are followed. Revaluation without any fees for the students is followed. The valuation followed is single valuation system for both undergraduate and postgraduate students.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : 41

2.10 Average percentage of attendance of students: 76 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division		
		I (no of students)	II (no of students)	% of pass
B.E. (Aeronautical Engineering)	3	2	1	100
B.E. (Automobile Engineering)	2	2	-	100
B.E. (Bio-Medical Engineering)	4	4	-	100
B.E. (Civil Engineering)	39	13	20	85
B.E. (Computer Science & Engineering)	30	27	3	100
B.E. (Electrical & Electronics Engineering)	11	10	-	91
B.E. (Electronics & Communication Engineering)	20	12	4	80
B.E. (Electronics & Instrumentation Engineering)	5	5	-	100
B.E. (Mechanical Engineering)	78	61	-	78

B.Tech. (Information Technology)	10	9	1	100
M.E. (Advanced Manufacturing Technology)	1	1	-	100
M.E. (Applied Electronics)	1	1	-	100
M.E. (Bio-Medical Engineering)	1	Nil	-	0
M.E. (Building Technology & Construction Management)	5	5	-	100
M.E. (CAD / CAM)	2	2	-	100
M.E. (Communication Systems)	1	1	-	100
M.E. (Computer Science & Engineering)	3	3	-	100
M.E. (Engineering Design)	1	1	-	100
M.E. (Power Electronics & Drives)	3	3	-	100
M.E. (Structural Engineering)	19	19	-	100
M.E. (Thermal Engineering)	2	2	-	100
M.Tech. (Bio-Technology)	1	1	-	100
M.Tech. (Information Technology)	2	2	-	100
M.B.A.	5	4	1	100
M.Sc. (Chemistry)	13	13	-	100
M.Sc. (Physics)	9	9	-	100

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

IQAC organizes meetings, reviews the implementation of resolutions of earlier meetings and proposes quality enhancement measures for the forthcoming academic year. Senior faculty and administrative heads discuss future plans of the institution and prepare a road map for quality assurance and enhancement. Academic Audit is done at the end of each semester to evaluate the process and contribute progress in quality. IQAC organizes Seminars and workshops to enrich the academic climate and enhance the learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff</i>	<i>Number of faculty benefitted</i>
<i>Development Programmes</i>	
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	14
Faculty exchange programme	1
Staff training conducted by the university	37
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	21
Others	-

2.14 Details of Administrative and Technical staff

<i>Category</i>	<i>Number of Permanent Employees</i>	<i>Number of Vacant Positions</i>	<i>Number of permanent positions filled during the Year</i>	<i>Number of positions filled temporarily</i>
Administrative Staff	75	-	15	-
Technical Staff	25	-	5	-

Criterion – III

3. Research, Consultancy and Extension

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

- Encourages Paper Presentation, Paper Publication in refereed journals and journals with high impact factor.
- Research committee meets twice a semester to motivate and assist the faculty to prepare research funding proposals.
- Motivates the Faculty to apply for Major and Minor Research Projects from various National and International funding agencies
- Sessions and Projects are devised to improve and enhance research potential and initiate quality assessment standards

- Encourages teachers to participate in International, National and State level seminars and Conferences
- Motivates the faculty to pursue research and also to avail the benefits of FDP
- Invites eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.
- Conducts various academic programmes to cultivate research culture and scientific temperament among the student community.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	4
Outlay in Rs. Lakhs	-	14.273	-	Rs. 1136.87

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2	1	4
Outlay in Rs. Lakhs		2.0	3.0	4.80

3.4 Details on research publications

	International	National	Others
Peer Review Journals	80	66	
Non-Peer Review Journals	16		
e-Journals	1		
Conference proceedings	34	262	6

3.5 Details on Impact factor of publications:

Range	: 0.042-6.94
Average	: 2.89
h-index	: 1-25
Nos. in SCOPUS	: 46

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	2016-17	Ministry of Micro, Small and Medium Enterprises(MSME)	20.39 lakhs	14.272 lakhs
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2016-17	IIMP	0.20	0.20
Any other(Specify)	-	-	-	-
Total			20.39 lakhs	14.272 lakhs

3.7 No. of books published i) With ISBN No. **9** Chapters in Edited Books **4**

ii) Without ISBN No. 8

Chapters in Edited Books 4

3.8 No. of University Departments receiving funds from: NIL

UGC-SAP --- CAS --- DST-FIST --- DPE ---- DBT Scheme/funds ----

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

3.10 Revenue generated through consultancy : 1.5L

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	3	11			
Sponsoring agencies	SPU & ISPA	Sofeel Marketing Pvt. Ltd & SPU			

3.12 No. of faculty served as experts, chairpersons or resource persons : 18

3.13 No. of collaborations: International ---- National 6 Any other

3.14 No. of linkages created during this year: 4

3.15 Total budget for research for current year in lakhs:

From funding agency: **14.473L** From Management of University/College : **50L**

Total: **64.473L**

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	1
	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
14	5	7	2	-	-	-

3.18 No. of faculty from the Institution who are Ph.D. Guides : 20 and students registered under them : 34

3.19 No. of Ph.D. awarded by faculty from the Institution : 12

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

JRF : --- SRF : -- Project Fellows: 13 Any other : --

3.21 No. of students Participated in NSS events:

University level **56** 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 organizedUniversity forum: **16** College forum -- NCC -- NSS : **1** Any other **4****3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**

- 7 Scientists (Malaysia , Japan, Mumbai and Chennai) visited during the International Conference held on April 3&4 , 2017
- Medical Camp, Swatch Bharath (Cleaning in and around areas)
- Yoga Classes for University students
- Independence Day celebrations

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	74	-	-	-
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)		1,035,404	Management	-
Others		-	-	-

4.2 Computerization of administration and library

Administration:

Pay and Accounts Office

- Annual accounts, financial statements, salaries to the teaching and non teaching, Provident fund, Income Tax have been computerized through administration office.

Examination Office

Tasks executed through intranet:

- List of students appearing for examinations are transferred through intranet from the Academic Deans office to the Examination office.
- Exam Panel, Examiner selection and Hall Tickets are computerized.
- CA marks computed and included to the End – Semester mark sheets.
- Declaration of results is executed online.
- Mark Sheets are computerized.
- Course registrations and Convocation registration are done online.

Library

- Automated using the Library Management software “eBLIS “. eBLIS is a User-friendly software designed to take care of all the administrative and management functions of the Library. It organizes and manages the information of Books, Articles, Journals and Circulation in economical and effective manner.
- Research Alert, Online Question Bank, Link with Institutional Libraries
- The OPAC (Online Public Access Catalog) can be accessed from all the library computer systems which can also be used for browsing and surfing the internet to supplement the Library sources.
- The barcode printer in the library is used for printing the accession numbers of the books which would be scanned during books transaction and the barcode scanners are used in the library to scan the barcode of the books during issue and return of the books.
- ID card scanners record the entry of users into the library
- Availability of NPTEL Materials
- Digital Library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	59725	1,25,00,317.00	278	1,19,133.00	60003	1,26,19,450.00
Reference Books	706	10,99,658.00		----		10,99,658.00
e-Books	350		Open sources Database			
Journals	56	95,390.00	77 Journals renewed		77	1,39,279.00
e-Journals Delnet	233 267	7,51,297.00	487 – e Journals renewed			10,36,611.00
Digital Database	50		Open sources Database			
CD & Video	2553		Book CDs			60,000.00
S&H Books	7150	12,26,739.00				12,26,739.00

4.4 Technology up gradation (overall)

	Total Computer s	Compute r Labs	Internet	Browsin g Centres	Compute r Centres	Offic e	Depart - ments	Othe rs
Existing	955	646	All	All	183	11	15	100
Added	-	-	-	-	-	-	-	-
Total	955	646	All	All	183	11	15	100

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

- Upgraded Intranet connectivity between the departments
- Campus Wi-Fi access facilities for students and staff including hostels.
- Internet access to staff and students in Departments.
- Centralized data centre
- Biometric attendance for faculty both teaching and non teaching

4.6 Amount spent on maintenance in lakhs :

- i) ICT : Rs.7.5 L
- ii) Campus Infrastructure and facilities : Rs 32.145L
- iii) Equipments : Rs 15.45920L
- iv) Others : Rs57.95150 L

Total : Rs 113,05570 L

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Orientation programmes are organized regularly. IQAC monitored the support for slow learners and helped in ensuring that progress reports are sent regularly to parents. Students have been encouraged to participate in various events conducted by other universities

5.2 Efforts made by the institution for tracking the progression

- Class Advisers keep track of the performance of the students and monitor the progress.
- Slow learners are identified in the class with the help of their respective class advisers and Remedial Coaching has been arranged.
- The academic performance of the students is analyzed every semester in the class committee meetings and in the Department Staff Meeting.
- Academic & Green Audit Conducted
- Feedback collected from various stakeholders and analysed.
- IQAC meetings held Quarterly
- Feedback from students, Faculty & Alumni
- Self-appraisal is done by Faculty
- Student counseling is done and recorded and follow up action taken
- Suggestion box is kept at various locations of the University

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil.)
661	184	35	285

(b) No. of students outside the state : 57

(c) No. of international students : ---

No	%
802	68.84

Men

No	%
363	31.15

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
213	127	15	728	1	1083	235	167	8	755	1	1165

Demand ratio – The number of seats are more than the students Dropout 5%

5.4 Details of student support mechanism for coaching for competitive examinations:

- Plan to conduct coaching for Competitive Examinations from next Academic Year
- Training on Aptitude and Reasoning Skills is rendered.

No. of students beneficiaries- 845

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Personal Problem

- Issue of self-esteem
- Transition to College
- Depression, Anxiety, Confusion or Stress
- Loneliness, love affairs, unhealthy relationship
- Anger, Relationship issues, grief and loss
- Difficulty in making decisions
- Uncertainty about the future, suicidal thoughts
- Other Teen age issues

Academic issues

- Trouble with concentrating on studies or attending classes
- Poor academic performance, long absenteeism
- Lack of communication
- Difficulty in adjusting to college life

Details of Student Career Guidance

1. An effective counseling cell is functioning in all the departments
2. Giving guidance and support to those students with behavioural problems
3. Faculty counselors with 20 students to each
4. Workshop on Counseling with Divergent Groups.
5. Orientation classes to UG and PG students which focuses on personality development, attitude and aptitude refinement, goal setting
6. Events on Career Guidance organised by Placement Officer to Third Year & Final Year students

No. of students benefitted: **845**

5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
68	90	28	19

5.8 Details of gender sensitization programmes

Anti sexual harassment Cell and Women Grievance cell conducts meetings with all girl students. Contact number of the coordinator has been circulated and displayed in Notice Boards & website. Women empowering awareness programmes are being conducted in class rooms to help them to break social stigmas. Students are encouraged to perform cultural activities related to women empowerment. International Women's Day is being celebrated every year in which eminent speakers are invited to deliver a talk on the problems and challenges faced by the Women in society. Counseling is given to women students whenever required.

5.9 Students Activities

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

State/ University level : **72** National level : 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	10	Rs.3.75L
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 - National level - International level -

Exhibition: State/ University level **1** National level - International level -

5.12 No. of social initiatives undertaken by the students: 1

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: To achieve Academic Excellence in Engineering & 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 evolved a knowledge management strategy by having management Information System. The University ensures a system of participative management whereby information flow and decision making processes are systematized and channeled through all key constituents of the University. The suggestions given by the Board of Management, Academic Council, Board of Studies, the Management Committee and the Finance Committee are implemented by the various administrative offices, under the leadership and guidance of the Vice Chancellor. The Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. Regular meetings of the Staff are held to discuss and decide on matters relating to academics and administration. Knowledge management is carried out through Centralized Data Centre. For the smooth and effective functioning of the University, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organized. Feedback received from faculty, students, alumnae and other stake-holders are considered for continuous review and revision which are relevant to the changing needs of higher education.

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

6.3.1 Curriculum Development

An assessment of the effectiveness of the current curriculum is done through feedback obtained from faculty, students, alumnae, subject experts, employers and members of the academic audit. After reviewing suggestions from all stakeholders, the Curriculum Restructuring Committee brainstorms for additional inputs. Relevant and innovative suggestions for the restructuring are discussed in department staff meetings, following which a general curricular framework is designed for the institution. Care is taken to ensure that the norms and guidelines recommended by the UGC are adhered to. Based on the framework given, departments develop an outline of the proposed programme/course, with details such as course description, objectives, utilization of the courses, evaluation patterns and references. The experience gained by faculty members as resource persons at conferences, seminars/workshops and also as members of Boards of Studies and Academic Audit Committees in other institutions facilitates the process of revision. The revised courses and syllabi are then discussed at Boards of Studies meetings. The recommendations of the Boards are brought to the Academic Council for its approval. The syllabus is reviewed and revised every four years. The major restructuring is done periodically after taking into consideration the feedback from all the stakeholders such as alumni, employers, industry and academic experts from educational institutions. The University follows the guidelines for curriculum development and restructuring set down by the UGC. Boards of Studies, the Academic Council and the Board of Management of the institution are constituted according to the norms laid down by the UGC. Syllabus revision of about 20% is made in all courses based on the above feedback. Academic audits are conducted by experts every year and the feedback on curriculum and syllabus is analyzed for further action.

6.3.2 Teaching and Learning

Constant review of testing and evaluation patterns encourages creativity, originality and analytical thinking. Faculty members are motivated to design contemporary, skill based and value-added courses. Training sessions for the faculty are conducted to enhance their teaching skills. The University uses self-appraisal and student-feedback for quality enhancement. Regular faculty meetings at the departments are conducted to discuss the curriculum, teaching and assessment. The Student's feedbacks were collected at the end of each semester on the choice based credit system courses and their evaluation of faculty of each course. Faculty submit their

Self-Appraisal Report with feed backs from the heads of the departments. Quality assurance in evaluation is strictly maintained through transparency in the evaluation of examination papers.

6.3.3 Examination and Evaluation

The University has several mechanisms in place to ensure that all stakeholders - students, parents, faculty members, administrative staff and the Management are aware of the evaluation processes. The Evaluation processes consist of Continuous Assessment (CA) and End Assessment (EA) with the weightage of 25:75. The CA marks are based on the academic performance of students in slip tests, unit tests, model examinations and assignments. The continuous internal assessment (CA) and its evaluation process are made transparent. All the students are given a chance to improve the CA score and the rating is made known to them. Internal marks are displayed on the departmental notice boards.

The University ensures 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 is a provision for revaluation without any fees and the students are shown the answer scripts when re-evaluated. The scheme of internal assessment is made known to students through regulation and by faculty and heads of departments.

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

The following reform measures have been adopted:

- Online Publication of End Semester Examination results
- Mark sheets printed with six security features including the photograph of the students
- Provisional certificates are issued within one month of the declaration of the results
- Convocation conducted without any delay and degrees are given to the students.

6.3.4 Research and Development

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

Research in the University has been given a strong thrust since the last Re accreditation cycle. There has been renewed focus on interdisciplinary research in the University. The ongoing major and minor research projects by faculty and collaborations between faculties of different departments underscore the growing importance given to research in the University. Currently, faculty is engaged in 10 minor research projects supported by the MSME. One Student research project is supported by IIMP for a grant of 2 lakhs. Postgraduate research has been encouraged by the introduction of dissertation/project work. All departments encourage undergraduate research in various ways by way of projects, seminar papers and assignments. The university has started Centre for Disaster Management, Centre for Advanced Materials and Centre for Nanotechnology to promote awareness among the faculty and students leading to research. The university has also established a Central Instrumentation Facility to undertake calibration. To enhance the quality of teaching and research, the university has entered into MoUs and established linkages with more than 25 organizations including Research Institutions, Government Organizations and Non-Government Organizations.

The university has taken efforts to conduct workshops, training programmes to promote research culture among faculty and students. Seminars are conducted exclusively for research scholars. Workshop on research methodology is conducted for research scholars every year. The Sophisticated Analytical Instrumentation Facility (SAIF) which was set up by the University focuses on Research Capacity building and provides forum for knowledge sharing. With highly sophisticated spectrophotometers for materials characterization, this facility helps research of University and other academic institutions. The laboratories have been further strengthened by additional equipments for research. 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.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library: The University library services are automated through the use of standard library software package called “AutoLib”. The circulation service is fully computerized and all the documents are bar-coded. University currently uses INFLIBNET and DELNET resource sharing networks. Networking has been installed in the library which facilitates access of information on various types such as online databases, e-journals, e-books, digitally through networked systems. Access may be allowed online remotely through internet or intranets.

ICT: The institution adopts policies and strategies for adequate technology deployment and maintenance. The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes. The staff and students have access to technology and information retrieval on current and relevant issues. The institution deploys and employs ICTs for a range of activities. In keeping with rapid advancements in technology, and for students to benefit from state-of-the-art equipment, the University has class rooms and seminar halls with ICT facility where there is facility for the faculty to use NPTEL lectures. . Additionally, every department has been provided with a laptop and a portable/mounted LCD projector and Over head projectors. A multimedia language lab, computer labs and science labs provide opportunities for hands-on training. 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.

Physical Infrastructure/Instrumentation:

Auditorium, seminar halls, conference rooms, classrooms, buildings to house administrative offices, staff rooms, well equipped laboratories, Fine Arts studios, library, students' common room, guest rooms, hostels for both boys and girls, Medical centre, games field, Xerox facility, a bank with ATM facility, canteen, coffee day, a juice centre, parking area and residential facilities for few staff are provided. All the seminar halls have LCD and screen facilities. Notice boards have been installed in strategic locations to disseminate information relating to events, news, and other important information that every student needs to know. In order to ensure safety and security of the campus community, the University is under central surveillance with the installation of CCTVs at some locations on campus and in hostels. Fire extinguishers have been installed on campus and students and staff have been trained in handling the equipment. Biometric system has been introduced for staff.

6.3.6 Human Resource Management

At the end of each academic year, the Management Committee reviews the existing positions and identifies personnel for various teaching and non-teaching positions and appointments are made through prescribed procedures. Orientation and training programmes are periodically organised for new recruits. In order to enhance capacities of staff need-based training/workshops are organized for faculty, administrative, and supportive staff. Special Lectures on stress management , understanding student psychology, communication and current affairs like ‘GST ‘and ‘New Education Policy have been organized for teaching, non-teaching and supportive staff.

6.3.7 Faculty and Staff recruitment

Well qualified faculty and staff recruited as per requirement.

6.3.8 Industry Interaction / Collaboration

- Participation of Industries in Curriculum Development
- Class Room Seminars and Workshops
- Guest Lectures
- Factory and Field Visits

6.3.9 Admission of Students

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

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> a)Funding for organizing workshops/ conference/ seminars b) Funding for participation in national and international workshops/ conference/ seminars. c) Encouragement to attend refresher/ orientation programmes. d) Incentive driven consultancy rules e) Encouragement for submitting externally funded projects. An incentive driven project handling guidelines. f) Every faculty member was provided a desktop computer with accessories and an intercom connection g) Loan facility is provided by Indian Bank functioning inside the University campus. h) Besides PF, Free Transport are provided. i) Staff Quarters are also available j) Health Centre within campus available
Non teaching	<ul style="list-style-type: none"> PF, ESI are provided along with loan facility Health Centre within campus available
Students	<ul style="list-style-type: none"> Merit scholarships, Medical insurance, National scholarships Health Centre within campus available

6.5 Total corpus fund generated : Rs 5.39 Cr.

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	---		----	

6.8 Does the University/ Autonomous College declares 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 is mentioned in the grade sheet. Cumulative grade point is also arrived at. The formula for arriving CGPA is given in the mark sheet.
2. Genuineness of the certificate can be verified online.
3. Semester grade sheets are given to all students.
4. Consolidated marks on successful completion of the programme will be provided on demand from the students
5. Degree (Diploma) certificates for all the eligible candidates will be made available on conferment of degrees at 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 are given at the earliest.
8. The results are announced within 20 days after the last examination.
9. Provisional result for the final year students are declared in a week's time. This is highly helpful for students who want to pursue higher studies in India and abroad.
10. The grievances of the students if any are addressed to the Heads of the department, which are resolved within ten days.
11. The office of the Controller of Examinations provides immediate supportive mechanism for those students who have approached the university with grievances.
12. Practical examinations are completed before the theory examinations.
13. Question Papers are set by the outside experts. Board of studies prescribes the pattern of the question paper. The Head of the department informs the Controller of Examinations for suitable further actions in case of any discrepancy in the question papers.
14. Question papers are 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 are provided by the University as a student friendly measure.
16. Central valuation system is adopted.
17. The examiners are given orientation before the commencement of evaluation process.
18. The examiners are provided with the scheme of evaluation to ensure objectivity in the valuation process.
19. Provisional certificates for M.Phil. and Ph.D. scholars are 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 upisation. All Departments use the support of alumni 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 the Parent – Teacher Association

- University is not having PTA
- It is mandatory that parents of first year students attend an Orientation on all academic programmes and student support services offered on campus.

- Parent – Teacher Meet is organized by various departments where teachers will give the feedback about their wards in the areas of curricular, co-curricular and behavioural aspects
- Departments organize a one-on-one dialogue with parents whose children need further support and counseling services to enhance performance

6.13 Development programmes for support staff

- Session on ‘Stress Management’ for Administrative Staff was organised in April 2017
- A Programme on ‘Demonstration and training on Principles and Handling of fire Extinguishers’ for the Laboratory Assistants and Supportive Staff was organised in November 2016.
- Motivational lectures by eminent speakers were organized by the Management

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

- Segregation of garbage by placing bins
- Collection of solid waste
- Material recovery and recycling / upcycling
- Swacch Bharath celebration
- Ban on usage of plastics in the Campus
- Campus Environmental Audit
- Energy Audit
- Water Audit
- Extensive efforts have been taken to plant trees and make campus green
- Creating Awareness on the importance of keeping the campus eco- friendly by placing boards inside the campus.
- Supervised by environment manager and sanitation manager
- Replacement of Bulbs with LED and energy efficient PL lamps and solar panels

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.

University periodically introduces new and innovative courses in its curriculum. New courses are introduced by various departments to cater to the different needs of the students. Summer Internships were encouraged for UG/ PG students to enhance research and industry-institute linkage. Electives help the students to widen their knowledge. Training in Soft Skills increases self confidence, builds leadership qualities and skills for holistic development.

National Science Day, Women's Day, Independence day etc. were celebrated. Motivational Lectures were organized for the students to manage their stress and age related issues. NSS students made a positive impact with their contributions to the nearby village during Cyclone Vardah which created immense damage.

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

The University started various undergraduate and post graduate programmes in Arts and Science. ICT has been strengthened with more faculty members making use of NPTEL materials. New certificate courses have helped the students in improving their knowledge in Civil, Computer Science and MCA departments. Periodic verification of time table, monitoring and verifying the completion of portions has been conducted at the departmental and Director Academic levels. Remedial and Tutorial classes are arranged for weak students. Inter departmental competitions are arranged and Environmental day, Science day, Women's day E-week etc. were celebrated for creating awareness to the youngsters. Counseling facility has been done for the needy students. Institution has provided plenty of research opportunities to the research students through conducting workshops and seminars.

7.3 Give two Best Practices of the institution

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 created for advanced research like Sophisticated Analytical Instrumentation facility.
- Faculty identified as mentors and encouraged to apply for funding.
- Provided advance funding for sanctioned projects
- Conducted workshops, research training programmes and research scholars seminars.
- MoUs signed with national research laboratories and industries.
- Created centres in new/thrust areas.

5. Evidence of success

1. SAIF is being utilized by many research scholars of our universities and other academic institutions. This has helped in high quality publications and useful research outputs.

2. Centre for disaster management has motivated students and faculty to work in this important area.

3. Search and rescue robot has been designed by ECE students and tested in the laboratory.

A project proposal has been sent to BRNS for prototype development.

4. Innovative courses introduced and value added programmes conducted.
5. The number and quality of publications improved over the years.

6. Problems encountered and Resources required

- Registration with DSIR not extended.
- Many project proposals sent to funding agencies are pending.
- Research grant for Ph.D. scholars. Many proposals pending

Best Practice (II)

Title of the Practice : Teaching Learning Process”

1. Objective of the Practice

- To make the 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 has been created which conducts weekly tests during the first two hours on every Monday and Saturday. The cell also conducts model examinations at the end of the semester on the same pattern as university examinations.
- The performance of the students in the above tests are discussed with the students and periodically sent to the parents as progress reports.
- Faculty counselors for every 15 to 20 students are nominated to counsel the students on all matters including academics.
- Class committee meetings are conducted regularly to get the feedback of the faculty and the students on academic matters for all subjects.
- Parents are informed daily about the absence of their wards by sms.
- Parents are counseled to improve the academic performance of their ward
- Special efforts are taken for slow learners. Orientation classes for freshers are conducted at the beginning of the semester.
- The methodology of internal assessment is clearly informed to the students at the beginning of the semester.

4. Evidence of Success

- Academic performance has clearly improved by the above process.
- The counselling has helped in the overall improvement of the behavior of the students.
- A strong basic in subjects has 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

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

Energy conservation

All students and faculty meticulously follow the habit of switching off the electrical equipment when not in use on the class rooms as well as Laboratories. 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. CRT monitors are being purchased for the past few years with LED lights being installed in phases to conserve energy.

Use of Renewable Energy

Efforts are being made in the university to make use of renewable energy. Workshops about the use of renewable energy have been organized in this year. Projects in the field of solar energy are being undertaken by the MSME. A few solar street lights have been installed. Solar kit procured from IIT Bombay helps to demonstrate solar energy concepts and applications to students.

Water harvesting

Efforts are being made regularly by the University to harvest rain water. 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 has 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 are being made to reduce carbon emission and keep the campus pollution free. College 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 are buried in the soil itself and the papers are disposed off. A number of trees have also been planted through NSS. Circulars have been made paperless and are circulated 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 are also encouraged and motivated to plant saplings in the university. Around 1000 saplings have been planted in the last year.

Hazardous waste management

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

e – waste management

The university ensures disposal of obsolete electronic items in the campus. The e-waste is disposed through the vendors for the purpose of recycling. The electronic gadgets are 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
- Well-qualified and dedicated faculty.
- Effective support of Alumni
- Education at low cost.
- Add-on courses and certificate courses.
- Placement and career guidance
- Remedial coaching was arranged for slow learners
- Extension programmes through NSS.
- Technology Business Incubator supported by the Department of Science & Technology
- MSME Business Incubator supported by the Micro, Small and Medium Enterprises
- Entrepreneurship development supported by Entrepreneurship Development Institute of India, Ahmedabad.

Weakness:

- Extension activities need to be improved
- Depleting strength of students.
- 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 is another weakness.

Opportunities:

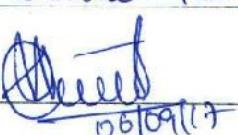
- Research and career oriented programs.
- Strategic alliances with national research and industrial centers.
- Collaboration at national and international levels for academics and research.
- More students are opting for Arts & Science Programme

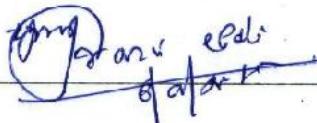
Threats:

- Enrolment of students is not viable in many programmes
- Poised for tremendous growth with the implementation of steps taken and with the support of all stakeholders.
- A considerable number of students are not opting professional courses.

8.0 Plans of institution for next year

- 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
- Exhibition, Seminars and Lecture series

Name DR. S. Stella Mary

 Dated 06/09/17

Name Dr. Francis C Peter

 Dated 06/09/17

Signature of the Coordinator, IQAC

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