# YEARLY STATUS REPORT - 2022-2023

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1.Name of the Institution** | Mohamed Sathak A J College of Engineering |
| • Name of the Head of the institution | Dr.K.S.Srinivasan |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 9150575066 |
| • Mobile no | 9444300499 |
| • Registered e-mail | principal@msajce-edu.in |
| • Alternate e-mail | iqac@msajce-edu.in |
| • Address | 34 Rajiv Gandhi Road(OMR),IT Highway,Egathur |
| • City/Town | Chennai |
| • State/UT | Tamilnadu |
| • Pin Code | 603103 |
| **2.Institutional status** | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Co-education |
| • Location | Rural |

| | | |
|---|---|---|
| • Financial Status | **Self-financing** | |
| • Name of the Affiliating University | **Anna University** | |
| • Name of the IQAC Coordinator | **Dr.I.Manju** | |
| • Phone No. | **9940055026** | |
| • Alternate phone No. | **9786220354** | |
| • Mobile | **9940055026** | |
| • IQAC e-mail address | **iqac@msajce-edu.in** | |
| • Alternate Email address | **ece.manju@msajce-edu.in** | |

| | |
|---|---|
| **3.Website address (Web link of the AQAR (Previous Academic Year)** | https://msajce-edu.in/ |
| **4.Whether Academic Calendar prepared during the year?** | **Yes** |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://www.msajce-edu.in/uploads/AC2022-2023.pdf |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **A** | **3.12** | **2023** | **31/01/2023** | **30/01/2028** |

| | |
|---|---|
| **6.Date of Establishment of IQAC** | **05/08/2019** |

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

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| **0** | **0** | **0** | **0** | **0** |

| | |
|---|---|
| **8.Whether composition of IQAC as per latest NAAC guidelines** | **Yes** |
| • Upload latest notification of formation of IQAC | View File |

| **9.No. of IQAC meetings held during the year** | **2** | |
|---|---|---|
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | **Yes** | |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| **10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** | **No** | |
| • If yes, mention the amount | | |

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

**1. The Peer Team Visit to college, as part of the NAAC accreditation process, is scheduled on 23.01.2023 to 24.01.2023 and accredited with NAAC 'A" grade. 2. Submission of NBA - SAR Completed for CSE, IT, ECE and Mechanical Department. 3. ISO Surveillance Audit Completed for 2022-23**

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| **NAAC accreditation** | **Accredited with A grade and 3.12/4 score** |
| **Submission of SAR to NBA for CSE,IT,ECE,Mech** | **Submitted the Self assessment Report** |
| **Submission of Autonomous Status Application** | **Submitted the application.** |
| **Recognition Under Sec 2F 12B of the UGC Act.** | **Recognitised Under Sec 2F 12B of the UGC Act.** |
| **Research Centre status under Anna University.** | **Inspection for Mechanical department completed** |

| **13.Whether the AQAR was placed before statutory body?** | **Yes** | |
|---|---|---|

- Name of the statutory body

| Name | Date of meeting(s) |
|---|---|
| Governing Council | 06/01/2024 |

## 14.Whether institutional data submitted to AISHE

| Year | Date of Submission |
|---|---|
| 2022-23 | 04/04/2024 |

## 15.Multidisciplinary / interdisciplinary

Mohamed Sathak A J College of Engineering is affiliated to Anna Unversity,Chennai. The curriculum provided by the university provides Choice based credit system, Multidisciplinary Open electives, Minor & honor degree with choice from other departments, domains and sectors.

Apart from that the students are provided with a choice based skill development courses through AICTE Karma scheme and technology courses certified by Industry /Skill India.

## 16.Academic bank of credits (ABC):

Our institution has registered in Academic Bank of Credits (ABC) via National Academic Depository (NAD).( https://nad.digilocker.gov.in/)

## 17.Skill development:

The departments are encouraged to conduct the following value added courses approved by Anna University to improve their skills. The marks scored in the assessment are entered in Examination Management System of Anna University, Chennai and the same will be reflected in the Grade Sheets of the students.

1. IoT Using Arduino
2. Multibody Dynamics
3. 3D Infrastructure Modeling
4. Python.

Students are encouraged to do the following courses under AICTE Karma scheme and certified through NQST approved examiners.

1. AI -Machine learning Developer

2. Refrigeration And Air Conditioning Technician
3. Additive Manufacturing Technician (3D Printing) (CTS)
4. Certificate Course in Embedded System Design using ARM/ Cortex Microcontroller
5. Architectural Drafting and Basic 3D Design with Autodesk Revit (MES)

MSAJCE has established various Technology Centres for training the students in industry recommended courses like SCILAB, Drone Technology, Simulation of Electric Vehicle, 3D Modeling using CATIA, 3D Printing, Auto CAD , Staad Pro, Networking fundamentals, CNC Simulation , Industrial Robotics , Sketch Up , Robotics etc.

Students are motivated to do Online courses through Spoken Tutorial, IIT Bombay in courses like QGIS, Q CAD, Latex, C, C ++ , JAVA -Programming, Python, Arduino, Open foam. MSAJCE received appreciation letter from IIT Bombay for training more than 1000 students in 2022-23.                                    Students undertake courses through Naan Mudhalvan, massive industry relevant skill enhancement initiative for the Youth of Tamil Nadu given by the Govt. of Tamilnadu.

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

The institution provides 2 courses in regional language tamil namely Heritage of Tamils, Tamils & Technology as mandated by the affiliating university & state government. The medium of Instruction in MSAJCE is English and all the courses were taught in English.

MSAJCE has a fine arts club, a team constituted by student members and faculty coordinator. Through this club regional festivals like Pongal, Onam, Ramzan etc are organized to promote cultural exchange of various religions among students.

Mr.V.Sakthivel (I CSE) & Mr. Mr.Abu Jabar (I CSBS) were selected for the Student exchange program under the scheme of Ek Bharat shrestra Bharat and visited Tripura.Mr.Ganesh (I IT) also got selected under the scheme of Ek Bharat shreshtha Bharat and visited Bihar.

Studens are also encouraged to do online courses through NPTEL, Coursera.

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

Mohamed Sathak A J College of Engineering follows Outcome Based Education (OBE) system.

Program Outcomes are defined by NBA and Course Outcomes are defined by the affiliating university. However course handling faculty are given the liberty to add /modify the COs based on the student requirements. The faculty construct COs based on course content and maps it to corresponding PO using articulation matrix value Low (1), Moderate (2) or High (3) and calculate the weighted average for each PO.

Attainment of course outcomes is evaluated by the institution as detailed below:

- The assessment process used to evaluate course outcome is mainly

  - Internal Assessments
  - University Examination

- For both theory and practical a Weightage of 80% is given for university examination and 20% is given for internal test.
- Internal Assessment tests include Assessment 1-5, Oral Exams, Assignments, Tutorials, Mini-Projects, Multiple Choice Questions, Puzzles, quiz and other Innovative Teaching Methods  are given to improve the internal and university exam result.

Attainment of Programme outcomes (PO) and Programme specific outcomes (PSO) are evaluated by the institution as detailed below:

Direct Assessment Tools

The undergraduate program of the department is credit based with continuous evaluation system.

  - Assessment Tests
  - End-semester examinations
  - Oral Exams
  - Assignment, Tutorials/ Mini-Projects, Multiple Choice Questions/ Puzzles/ quiz/ other Innovative Teaching Methods

Indirect Assessment Tools

  - Course End Survey

- ○ Exit Survey
- ○ Industry Feedback, Alumni Survey, Parents Feedback

## Description of Assessment Tools

### Theory

- To attain course outcomes, continuous assessment tests are conducted. The assessment test is usually conducted for 50 marks with duration of 1.30 Hrs.
- End Semester Examination is conducted as per Anna University schedule.
- Assignments- Assignments are given wherever required.
- Tutorials: For problematic subject every week 1-2 periods are conducted as tutorial class wherein the faculty will make the students to solve more problems wherever required.
- Online tests: The students take up online tests on verbal / aptitude / reasoning / technical topics for academic assessment during pandemic &placement preparation.

### Laboratory

- Model Exam Lab model exam are conducted after completion of all the experiments for 100 marks with duration of 3 Hrs. to attain the course outcomes.
- End Semester Examination is conducted as per Anna University schedule

### Project Work

- Final Year Projects: Students are divided into groups with a maximum of 3 students. Reviews are conducted by the project evaluation panel members.
- Mini-Projects: Students are encouraged to do miniprojects and mentored by a faculty.

Course End Survey: Survey is taken for individual subject with reference to their course outcomes at the end of semester.

**Exit survey:** Student Exit survey is taken from the students, at the end of their course to analyze and improve the attainment of POs and PSOs.

**Alumni survey:** Alumni survey is taken on/for the improvement of Infrastructure, library facilities, placement activities and industry institute interaction in order to attain POs and PSOs.

**Student Feedback:** Student Feedback is obtained from the students periodically to improve teaching learning process using oral / written / online methods.

**Parent Feedback:** Parents are encouraged to share their feedback during the orientation programme / parent teacher meetings for the improvement of the student performance and qualitative analysis is done.

**Industry feedback:** Feedback is taken from the industries for the performance of students and

**Qualitative analysis is done.**

**20.Distance education/online education:**

MSAJCE is affiliated to Anna University, Chennai, Therefore we cannot offer distance education /online education on our own.

However the Institution encourages faculty to adopt various pedagogical methodologies. Apart from Chalk & Talk and regular teaching methods, online teaching methodologies like Google classrooms to share notes, presentations, and student assignments, online video lecture by NPTEL are used.

Workshops, seminars, and symposia are also organized in hybrid mode every year for gaining knowledge and to increase the research outcomes of the students and the faculty members.

Students and faculty are encouraged to complete various certification courses offered by NPTEL/SWAYAM,GUVI, and coursera.

# Extended Profile

## 1.Programme

1.1                                                                                      **212**

Number of courses offered by the institution across all programs

during the year

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

## 2.Student

2.1                                                        **822**

Number of students during the year

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

2.2                                                        **196**

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

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

2.3                                                        **163**

Number of outgoing/ final year students during the year

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

## 3.Academic

3.1                                                        **88**

Number of full time teachers during the year

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

3.2                                                        **74**

Number of sanctioned posts during the year

# Extended Profile

## 1.Programme

| 1.1<br><br>Number of courses offered by the institution across all programs during the year | **212** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File]() |

## 2.Student

| 2.1<br><br>Number of students during the year | **822** |
|---|---|

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

| 2.2<br><br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **196** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File]() |

| 2.3<br><br>Number of outgoing/ final year students during the year | **163** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File]() |

## 3.Academic

| 3.1<br><br>Number of full time teachers during the year | **88** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File]() |

| | |
|---|---|
| 3.2<br><br>Number of sanctioned posts during the year | **74** |

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

## 4.Institution

| | |
|---|---|
| 4.1<br><br>Total number of Classrooms and Seminar halls | **31** |
| 4.2<br><br>Total expenditure excluding salary during the year (INR in lakhs) | **549.52** |
| 4.3<br><br>Total number of computers on campus for academic purposes | **595** |

# Part B

**CURRICULAR ASPECTS**

**1.1 - Curricular Planning and Implementation**

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

1. **Regulation and syllabus: Mohamed Sathak AJ College of Engineering (MSAJCE) is affiliated to Anna University, Chennai.**
2. **Planning: The Academic Calendar for the college is prepared based on the academic schedule is provided by the Anna University for each semester.**
3. **Orientation: Norms and mandates of the curriculum is briefed to students by the HoDs at the beginning of each semester.**
4. **Curriculum delivery: Faculty deliver the curriculum through the chalk and talk methods / innovative teaching methods. Activities like Industrial visits, Guest lectures, Symposium, Seminars, etc, are planned to augment teaching-learning process.**
5. **Infrastructure: The institute has adequate number of class rooms with ICT facilities, laboratories, technology centers, well equipped library and Wi-Fi facilities.**
6. **Monitoring: The Principal conducts the periodical meetings**

to review the teaching-learning processes for effective implementation of the curriculum.

7. Assessment: IAT is conducted as per the schedule and the marks are uploaded in the university web portal.
8. Mentoring: A maximum of 10-15 students are mentored by each faculty in terms of academic, personal and career aspects.
9. End semester Evaluation: The end semester examinations are conducted by the Anna University and evaluated by the peer team through central valuation system.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | Nil |

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

1. Academic calendar from University: The academic and assessment schedule indicating the reopening date, attendance / assessment periods, last working day and the tentative practical / theory examinations schedule is provided by Anna University.
2. College Academic calendar: The Principal and Head-Academics prepare the academic calendar for the college based on University academic calendar. The Principal monitors and reviews the adherence of the schedule of activities.
3. Implementation: The execution of the academic delivery is monitored regularly by HoD and Head-Academics; In addition, Academic audit committee, audit the syllabus coverage and submit the report to the Principal periodically.
4. Academic and administrative audit: In each semester, course file and other files are audited by the academic audit committee instituted by the Principal.

1. Feedback: IQAC monitors the implementation of feedback mechanism from various stake holders. The course progress and effectiveness are monitored through the feedback given by the students through class committee meetings, oral feedback collected by HoD and online feedback collected by IQAC.
2. Internal Assessment Test: IAT schedule is adhered as per the planned academic calendar.

**For the conduction of internal assessment tests, the academic calendar is adhered strictly, unless factors beyond the control arises.**

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | Nil |

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

**B. Any 3 of the above**

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

## 1.2 - Academic Flexibility

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

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

**10**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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

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

**17**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

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

**405**

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

## 1.3 - Curriculum Enrichment

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

**The affiliating University offers various courses like Environment Science and Engineering (EVS) as a core subject and Professional Ethics in Engineering (PEE), Renewable Energy Sources (RES), Energy Conservation & Management (ECM), and Disaster Management (DM) as elective subjects for all branches of engineering.It helps students to be aware of the basic components of environment and its impact in various fields. The course on Professional ethics creates an awareness on engineering ethics, and instills human, moral & social values. Institute organizes various activities like awareness programme on Human Rights, Gender Sensitization and Environmental Sustainability.**

**The institute**

- **Follows gender equity As per the UGC, AICTE and Anna University norms.**

- **Ensures equal opportunities for the girl students in co-curricular and extracurricular activities.**
- **Organizes Women's day, International day for the elimination of violence against women.**
- **Has Internal Complaint Committee, Grievances Redressal Cell and Anti-Ragging awareness.**
- **Provides separate prayer hall, mess hall, canteen and hostel facilities for girl students.**
- **Institute has an environment policy, which is disseminated among staffs and students.**
- **Institute involves in various activities like, tree planting, rainwater harvesting, solar energy initiatives, awareness programs on green initiatives.**

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

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

**73**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

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

**282**

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

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

**A. All of the above**

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.msajce-edu.in/uploads/aqar/2022/1.4.1/1.4.1ActiontakenReport.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

### 1.4.2 - Feedback process of the Institution may be classified as follows

**A. Feedback collected, analyzed and action taken and feedback available on website**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.msajce-edu.in/uploads/aqar/2022/1.4.1/1.4.1ActiontakenReport.pdf |

## TEACHING-LEARNING AND EVALUATION

## 2.1 - Student Enrollment and Profile

## 2.1.1 - Enrolment Number Number of students admitted during the year

## 2.1.1.1 - Number of students admitted during the year

**248**

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

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

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

**112**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

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

**Bridge course -Students are admitted from the State boards (Vernacular and English medium), CBSE and lateral entry. In order to normalize the gap between the various streams, the institute organizes bridge courses in programming language, mathematics and English.**

**Guest lecture, Workshops & Seminars Entrepreneurship awareness programme are organized by inviting experts from industry and academia. Industrial visit is organized to gain knowledge of industrial practices, industrial visits. This allows both slow and advanced learners to clear their doubts and correlate their theoretical learning with the industry, real time applications, industry's current scenario and requirements.**

**Slow learners are identified in courses through the performance in various Internal Assessment Tests and University examinations and**

mentored by the counselors. Intensive coaching is provided in Exam Preparation Classes (EPC) before the commencement of University examination, additional support material is provided whenever required, Learner's progress is discussed with their parents for academic improvement if necessary.

Advanced learners are identified based on their academic performance and involvement in various activities. They are motivated to learn cutting edge technologies apart from regular University curriculum in our technology centers, encouraged to participate in industry consultancy projects and competitions. Guidance for competitive examinations and higher education are arranged.

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

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

| Number of Students | Number of Teachers |
|---|---|
| 822 | 88 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 2.3 - Teaching- Learning Process

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

In MSAJCE, ASCII model (Activity Based Learning, Smart Learning, Competitive Based Learning, Innovative Learning, and Industrial Learning) is provided to enhance the learning experience.

a). Experiential Learning

i. Activity Based Learning:

- Learning through practical classes, Case studies, Field visit, Mini and Major project.

- Hands-on training in inter-disciplinary cutting edge technologies through our technology centers.

## b). Participative Learning:

### i. Smart / Self Learning:

- Active participation in online course certifications.
- Thought of the day under this initiative 5/10 minutes in the first hour, students are allowed to discuss/explain a topic of their choice.
- Support through e-resources, centralized library to augment the knowledge gained in class rooms

### ii. Competitive Based Learning

- Participation in project exhibition, symposiums, Hackathons, Extra -curricular competitions.

### iii. Innovative Learning:

- Product Development through innovative ideas, Startups and EDP initiatives.

### iv. Industrial Learning :

- Industrial Visit, Internship, Involvement in industry consultancy projects.
- Guest lecture / seminar Workshop and Value added courses by Industry experts.

## c). Problem solving methodologies:

- Quantitative aptitude classes, logical reasoning etc.
- Tutorial classes are conducted for the problematic subjects.
- Design and development of solution to real time industrial / societal problems.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Link for additional information | [Nil]() |

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

**The institute have 100 Mbps dedicated internet bandwidth and the campus is Wi-Fi enabled to support all kind of ICT mode of teaching learning process. Best and innovative practices followed by the faculty members for improving teaching and learning experience.**

- **The Institution has adequate teaching aids like LCD projectors, Video conference room, Smart class room, Television and NPTEL Local Server access for effective curriculum delivery.**
- **The Seminar halls equipped with ICT enabled facilities such as LCD Projector, smart board, LAN, Amplifier & Speakers, PC with keyboard.**
- **Faculty makes use of models, graphs, power point presentation through ICT tools for better understanding of the concepts.**
- **The college has the membership with NPTEL local chapter and DELNET to enrich our student's knowledge**
- **Faculty is encouraged to handle the classes through online in the various platform like Google classroom, Zoom, and WebEx.**
- **Faculty and students were motivated to pursue various industrial related courses through ICT mode to enhance the knowledge in latest technologies.**
- **E-resources like curriculum and syllabi, lesson plan, question bank, assignments, lecture notes, lab manuals and other web resources are prepared by the faculty and uploaded on the website for student access.**

| File Description | Documents |
|---|---|
| Upload any additional information | <u>View File</u> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <u>View File</u> |

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

**completed academic year )**

## 2.3.3.1 - Number of mentors

68

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

## 2.4 - Teacher Profile and Quality

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

88

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

26

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

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

**2.4.3.1 - Total experience of full-time teachers**

**224.8**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

## 2.5 - Evaluation Process and Reforms

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

Internal assessment mechanism for various courses is briefed by the HoDs in the beginning of every academic year. The internal assessment tests for theory courses are conducted periodically by the Examination Cell, as per the academic schedule.

Answer scripts are evaluated by the concerned faculty. The key answers are discussed in the class. The students are given a fair and unbiased opportunity to claim any additional marks, in case of totaling errors or award of lesser marks. Students acknowledge the fair evaluation by affixing their signatures in the answer scripts. Slow learners / genuine absentees are given a fair chance to improve their marks by undertaking remedial test / assignment. HoDs randomly verify the Internal Assessment Records to ensure fair assessment. Based on the marks scored by the students, internal marks are computed and uploaded in the university web portal as per the schedule given by the university. Progress report indicating the IAT marks / University results is sent to the parents.

For laboratory courses, internal assessment marks are calculated based on day to day performance evaluation and model exam. Project work and Technical seminar evaluations are done by respective committees based on the defined rubrics.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | Nil |

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

MSAJCE has established a mechanism for complaint and grievances redressal for student's examination related grievances in internal assessment test.IAT/ EPC tests are conducted as per the academic schedule. Timetable for IAT/EPC is communicated to all the students. Answer scripts are evaluated by the concerned faculty. The key answers are discussed in the class. The students are given a fair and unbiased opportunity to claim any additional marks, in case of totaling errors or awarding of lesser marks. Students agree and acknowledge the fair evaluation by affixing their signatures in the answer scripts. Slow learners / genuine absentees are given a fair chance to improve their marks by undertaking remedial test / assignment in the concerned subjects. HoDs randomly verify the Internal Assessment Records to ensure fair assessment.

Internal assessment marks are calculated based on IAT performance and circulated among the students before uploading in the University web portal. Evaluation in end-semester is done by a centralized process by the affiliating university. After the publication of University results, the students are given a chance for revaluation and review valuation by the university. Student can view attendance, internal assessment, university marks in the University Web portal using their individual login Credentials.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | Nil |

## 2.6 - Student Performance and Learning Outcomes

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

Awareness program about Outcome Based Education (OBE), Program and Course Outcomes and its mapping were conducted by external and internal expert member. The Programme Specific Outcomes (PSOs) are

formulated for each programme based on the department's strength (Research, infrastructure, faculty specialization, industry collaboration). PSOs, PEOs and POs are explained to the students in the first year during the orientation course, and in the second year to the lateral entry students.

Course Objectives and Course Outcomes are defined for each course (theory, practical) with reference to the syllabus prescribed by the university. The course objectives and course outcomes are briefed to the students at the beginning of the course by the concern course coordinator / faculty.

After the publication of University result, faculty will compute the CO-PO attainment for their subjects based on the student's performance in internal assessment, Activity and university examination.

(i) The Vision, Mission, PEOs, POs, PSOs of the department are displayed in the HoD room, laboratories, class rooms, college website ,log books, record books and in the respective department links for the reference of stakeholders.

(ii) Course objectives and Course outcomes are included in the lesson plan for each course and printed in the IAT question papers.

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

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

Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution as detailed below:

CO Attainment:

Direct tools for CO attainment are Assessment Tests, End-semester examinations, Oral Exams, Assignments and Tutorials, Mini Projects, Multiple Choice Questions/ Puzzles/ quiz/ other

Innovative Teaching Methods.

The Weightage for CO Attainment in internal assessment test: IAT –
80% & activities – 20%

The Weightage for overall CO Attainment: University Exam - 80% ;
Internal Exam - 20%

Definition of attainment levels: Level 1 = 50% to 59%, Level 2 =
60% to 69%, Level 3 = 70% and above

PO & PSO Attainment:

Direct tools for PO & PSO attainment are CO attainment. Indirect
Assessment Tools for PO & PSO attainment are Course End Survey,
Exit Survey, Alumni Survey, Parents Feedback, Industrial Feedback.
Alumni Survey, Parents Feedback, Industrial Feedback are
considered qualitatively only.

Weightage for PO Attainment : Direct Attainment - 80%; Indirect
attainment - 20%

Definition of attainment levels: Level 1 = 50% to 59%, Level 2 =
60% to 69%, Level 3 = 70% and above

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional information | https://www.msajce-edu.in/ece.php |

## 2.6.3 - Pass percentage of Students during the year

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

140

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://msajce-edu.in/uploads/aqar/AnnualReport2022-2023.pdf |

**2.7 - Student Satisfaction Survey**

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

https://msajce-edu.in/uploads/aqar/2022/2.7.1/2.7.1MainPage.pdf

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

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

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

0

| File Description | Documents |
|---|---|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

5

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

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

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

**0**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | Nil |

## 3.2 - Innovation Ecosystem

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

**Institution's Innovation Council (IIC):**

**As per the guidelines of Ministry of Education's Innovation Cell under AICTE, our institute had established IIC in 2019 to systematically foster the culture of Innovation among both students and faculty. Activities based on Research and Innovation, IPR, Startup, entrepreneurship, Design thinking and Critical Thinking, Incubation and Pre-incubation are done.**

**Entrepreneurship-Cell:**

**To encourage students to become entrepreneurs rather than job seekers, various events are organised such as interaction with successful entrepreneurs about the practical aspects of starting an enterprise, development of business model, marketing strategies, problems and challenges faced in their journey.**

**Technology Centres:**

**Our institute has established various centres in new emerging technologies. In these centres students learn new technologies, work on projects and convert them into usable products.**

**Research Cell:**

**The College has an active Research Cell to create research culture among the faculty and students to carryout academic research, industrial research and funded research activities.**

**Sathak Innovation and Incubation Foundation (SIIF):**

**Sathak Innovation and Incubation Foundation (SIIF) registered under section 8 of companies act in the year 2021 is earmarked with 13000 sq.ft. to support innovator to incubate their ideas and to support them till they graduate to become entrepreneur.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.msajce-edu.in/Incubation&Startup.php |

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

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

**23**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

**3.3 - Research Publications and Awards**

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

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

0

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | Nil |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

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

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

23

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

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

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

22

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

## 3.4 - Extension Activities

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

The institute National Service Scheme (NSS), Unnath Bharat Abhiyan (UBA)and Youth Red Cross (YRC) have conducted various social activities in theneighbourhood community, sensitizing students to social issues, for their holisticdevelopment. NSS and UBA volunteers of MSAJCE have actively participated in masscleaning camp, awareness program for school students (Sexual harassmentawareness, Drug awareness, Plastic free awareness, & Cancer awareness) in order togive proper social awareness for the youngsters and promote social responsibility ofevery individual. The importance of blood donation was emphasized among faculty andstudents by the Blood Donation Camp conducted by the NSS cell in association withDr.M.G.R.Medical University, Chennai. Dental Camp was conducted in the campus in association with Tagore DentalCollege and Hospital to give dental health awareness and remedies for dental issues tothe students, faculty members and nearby village people. NSS volunteers are actively involved in the Coastal cleaning program toenhance the cleanliness of coastal area. Donation of needy things to old age home andorphanage was conducted by the NSS Cell. To emphasize the necessity of healthinsurance and explain the important aspects of Medi-claim policies.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.msajce-edu.in/socialservices.php |
| Upload any additional information | View File |

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

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

2

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

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

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

18

| File Description | Documents |
|---|---|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

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

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

17

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**3.5 - Collaboration**

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

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

29

| File Description | Documents |
|---|---|
| e-copies of related Document | *View File* |
| Any additional information | *View File* |
| Details of Collaborative activities with institutions/industries for research, Faculty | *View File* |

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

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

**26**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | *View File* |
| Any additional information | *View File* |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | *View File* |

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

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

**The institute have adequate physical infrastructure with ICT Enabled facility to meet AICTE / Anna University requirements for effective teaching-learning process.**

1. **Classrooms 31**
2. **Spacious laboratories & Technology centers 38**
3. **Boys common room 01**
4. **Girls common room 01**
5. **Medical room 01**
6. **Faculty common room 01**
7. **Board room 02**
8. **Seminar halls (1000 Seat) 01**

9.  **Seminar halls (400 Seat) 01**
10. **Seminar halls (100 Seat) 04**
11. **Faculty room 20**
12. **Mentor / Counseling room 01**
13. **Computers with latest configuration 540 nos.**
14. **Server 02 nos.**
15. **Internet Bandwidth 100 Mbps**
16. **Operating System 02**
17. **Application Software 25**

**Career Development Centre which houses infrastructure to host online and offline placement test, group discussions, HR interview, soft skill and technical training.**

**The central library has an automated facility with Koha software, barcode scanner, OPAC software and digital library with DSpace, 28,712 Volumes & 4679 titles of Text and Reference Books, various memberships like DELNET, Shodh Ganga, etc**

**There are three standby power generators with 100,125 and 250 kVA capacity are available in the campus to take care of the occasional power interruptions and shut down.**

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

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

**Sports and Games:**

**The institute provides excellent facilities for sports and games.**

**Outdoor**

1.  **Football / Cricket 01**
2.  **Volleyball Court 02**
3.  **Throwball Court 01**
4.  **Basketball Court01**
5.  **Kabaddi02**

    6. Cricket net practice02

Indoor

    1. Table Tennis 06
    2. Carrom 06
    3. Chess 06
    4. Yoga facility (100 Seat) 01

Our college students have participated and won prizes in District, Zonal, University, State and National level. A full time Physical director works for the physical fitness of students and sports activities. Sports event competitions are conducted in inter departmental, inter college level and state level in an academic year and the winners and participants are awarded in Annual Sports Day.

Fitness Centre – Gym:

Modern Gym (648 sqft) offers a fun and safe learning environment that gives weight training, strengthening and weight loss programmes.

Cultural Activities:

Cultural Activities are conducted in fresher's day, hostel day, college day, Independence and Republic day celebrations to encourage the student's multi -talents in various aspects as well as to make the students to relax and enjoy. Keyboard, Guitar, Drum set, Tableau, Amplifier with PA system, AC Auditorium with sound proof facility are available.

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

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

27

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

**217.83**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template | View File |

**4.2 - Library as a Learning Resource**

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

**The Central library spans across two floors with an area of 8978 sq. feet. is equipped with Integrated Library Management System (ILMS) namely "KOHA" which is automated through a software program and customized by our own team. The software handles all the library activities such as issue, renewal & return of books, data entry, storage & retrieval, online book reservation , member logins, report management, user data maintenance Utilization analysis, article alert service, etc. ILMS is interfaced with Barcode Scanner that supports all in- house operations of the library.**

**Name of ILMS Software: KOHA Integrated Library Management Software (ILMS)**

**Nature of automation: Fully**

**Version: KOHA 20.04**

**Year of automation: 2020**

**The library subscribes full-text e-resources providing access to e-journals and e-books, etc., through the authenticated IP address (http://172.16.21.1:8080). The users can access these resources from anywhere on the campus at any time through the Wi-Fi. Library webpage (http://msajce-edu.in/Library.php) provides access to various services as well as e-resources, Online Public Access Catalogue (OPAC) etc., besides giving detailed information about library, rules and regulations and necessary contact details. The institute also has E-journals (DELNET, Open Access), DELNET membership. Access to Shodh Ganga ,Shodh Sindhu , NPTEL database**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://www.msajce-edu.in/library.php |

**4.2.2 - The institution has subscription for the A. Any 4 or more of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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

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

**4.26 Lakhs**

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

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

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

50

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

**4.3 - IT Infrastructure**

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

MSAJCE periodically upgrades its IT facilities including Wi-Fi, to take care of the changes inthe syllabus and advancements in technology, at present our college has 540 computers and 2servers with necessary software packages as per the syllabus prescribed by Anna University. ? Upgradation in IT and Wi-Fi facilities for last 5 years are listed below: ? I3 Processor System – 300 Nos ? I5 Processor systems – 250 numbers ? 1 GB RAM Upgraded to 2 GB RAM for 40 systems ? RAM - 4GB-325, 8GB-34,12GB-1 and 16GB-1 Nos ? NVIDIA graphic and 20 system ? HDD - 500GB-325,1TB -1 Nos ? 80 GB HDD upgraded to 160 GB for 60 Nos ? Windows XP OS upgraded to Windows 7 & 10. ? Upgraded latest version of Ubuntu OS ? Upgraded Latest version of MAC OS ? Installation of Surveillance camera for Security purpose ? Upgraded the internet Bandwidth from 100 Mbps to 300 Mbps ? Wi-Fi enabled Campus ? Procurement of separate d o m a i n f o r Google services like email, G-Suite and Google – Meet etc. ? Procurement of 10nos 32 inches LED television for technology centers ? Procurement of more than 5 nos of Smart Board for Advanced Study centers.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://msajce-edu.in/uploads/aqar/2022/4.3.1/4.3.1MainPage.pdf |

## 4.3.2 - Number of Computers

**595**

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

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

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

## 4.4 - Maintenance of Campus Infrastructure

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

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

**637.29**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

**Laboratory:**

**All the equipment and machinery of the laboratories are periodically maintained by the lab technicians. If the equipment/machinery is to be serviced during the warranty period, the supplier of the equipment/machinery will be intimated about the repair. After the warrantee period the technical staff attached to the respective laboratories services the equipment/machinery to the extent possible failing which external expert called for service.**

**Computers:**

**Due to a large number of computers and networking, a separate team- Computer Maintenance Cell (CMC) looks after the proper allotment, use of the computers & IT equipment's, maintenance of computers and networking.**

**Library:**

**The activities like fumigation, preservation of books from insects, dusting and shelving of reading materials on regular basis are done to keep library clean and usable.**

**Sports:**

**The college always keeps the play field / courts clean and in good condition throughout the year.**

**Electrical:**

**Power supply is maintained by our electricians round the clock. Three generators (250 KVA, 125 KVA and 100 KVA) are available in**

the campus to handle the occasional power shut down.

Campus Maintenance:

The Fire extinguisher refilling, Lift, Sewage Treatment Plant, RO Plant, Rainwater harvesting pits are serviced regularly.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

348

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

194

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

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

**B. 3 of the above**

| File Description | Documents |
|---|---|
| Link to Institutional website | https://msajce-edu.in/uploads/aqar/2022/5.1.3/5.1.3MainPage.pdf |
| Any additional information | [View File](#) |
| Details of capability building and skills enhancement initiatives (Data Template) | [View File](#) |

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

**200**

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

**200**

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

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

### 5.2.1.1 - Number of outgoing students placed during the year

**102**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

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

### 5.2.2.1 - Number of outgoing student progression to higher education

**5**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

1

| File Description | Documents |
|---|---|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

**5.3 - Student Participation and Activities**

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

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

2

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template) | View File |

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

To empower the students in gaining leadership qualities, team playing, event management, time and money management, adhering the rules & regulations the institute involves students in following activities

Administrative Activities

- Antiragging committee: The members actively involve to monitor and maintain the campus as ragging free campus.

- Representation in Grievance Redressal/Disciplinary/Vikasha/POSH Cell/ Sexual Harassment complaint cell.
- Hostel committee: Monitoring discipline, mess menu, food quality and hygiene of mess & hostel.

Co-Curricular activities

- The Symposium committee organizes technical symposium for developing technical skills, and updating knowledge.

- Newsletter: The student representatives involve in the preparation of newsletter.

Extra Curricular Activities

- Cultural Committee : The students involve themselves to organize Induction day, College day, Teachers day, Women's day, Hostel day, Pongal festival, Independence day and Republic day.

- **Sports Committee: Organizes intramural games, annual sports meet and University level zonal sports & games.**

- **NSS & UBA: Organizes Blood donation camps, Medical Camp, Clean & Green environment, Tree Plantation and various social awareness activities periodically.**

**Curricular Activities**

- **Class Committee Meeting: The members actively involve to represent issues in curriculum, teaching learning and evaluation process.**

- **Library Committee: Represent student requirements and issues regarding the library.**

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

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

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

**26**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

**5.4 - Alumni Engagement**

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

**The success of an educational institution depends on the performance of its alumni. MSAJCE is aspiring to create strong bond with Alumni. The MSAJCE Alumni association is registered as a society under Tamilnadu Societal act on 25th day of January 2021 with registration number SRG/Chengalpattu/16/2021. The main objective of this Alumni Association is to create a good relation between alumni and the institution as well as maintains an updated Alumni Directory. Alumni association meetings are conducted periodically.**

**Our alumni plays a vital role in various committee's like Academic advisory committee, Grievance redressal committee, Planning and Monitoring committee, Placement and Training advisory committee and also actively involved in delivering expert lectures, seminars, workshops and career guidance programmes.**

**Alumni are identified and their portraits are prominently displayed on the Website of the college so that they can be role models for their successors. Emerging Star, Best Alumni and Outstanding Alumni Awards have been instituted to honor the alumni every year.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.msajce-edu.in/alumni.php |
| Upload any additional information | View File |

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

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

the institution

VISION: To be an eminent institute for higher education and research through innovative teaching-learning and sustainable practices to meet the industrial and societal needs

MISSION:

- To impart quality technical education by transforming students into professionally competent technocrats.
- 
- To nurture the students in all-round sustainable development, for career and self-employability.
- 
- To inculcate critical thinking, professional ethics with civic responsibilities by instilling values.

The governance of our institution is aligned with our vision and mission which is guided through

- Governing Council (GC),
- Planning and Monitoring Committee (P&MC)
- Internal Quality Assurance Cell (IQAC),
- Academic Advisory Committee (AAC),
- Research Advisory Committee (RAC), and
- Institute Industry Interaction Committee (IIIC).

The Institute believes in promoting a culture of delegation of powers through strategic policies. In order to accomplish the Vision and Mission of the Institute, Roles and Responsibilities are decentralized as follows,

- Head-Academics: Impart Quality Teaching Learning Process
- Head-Administration: Inculcate professional ethics with civic responsibilities by instilling values
- Head-Research:Inculcate critical thinking, Innovation and Research
- Head-Placement:Nurture all-round sustainable development, for career and self-employability

The Principal of Institute is supported by Administrative Head, HoDs, and coordinators of various committees in decision making process of the Institute.

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

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

**The institution strongly believes the decentralization in working through delegation of authority to execute the process efficiently. The delegation of authority designed in the form of a pyramid.**

**Top-level management: Responsible for developing, monitoring and supporting all the activities of the institution. It includes the Chairman, Directors, Governing council, and Principal.The Governing Council assists the Chairman with regard to broad guidelines, policies and framework for the improvement of quality of education in the institution. The Principal heads the academic and administrative activities of the Institute through various committees.The management executes the strategy through the Principal and involving planning-monitoring committee, Academic Advisory Committee, Placement and Training Committee in various activities related to the development of the Institute.**

**Executers liaison between top-level management and supporters in implementationof institutional plans. It includes Head Academic, Head Admin, Head Research, Head- IQAC, Head of the Departments (HoDs), HR, Librarian, and Physical Education Director.**

**Supporters includes faculty, technical & administrative staffs and students, assist the executers by coordinating the activities delegated to them.**

**Principal is the Academic & administrative head who monitors the overall functioning and has authorities for academic, administrative, finance and institute's growth.**

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan that is effectively deployed by

- Ensuring quality in Teaching and learning process: By periodical review of teaching learning process by academic advisory committee, Promoting ASCII Learning (Activity based learning, Smart learning, Competitive learning, Innovative learning and Industrial learning), Internal Quality Assurance Cell (IQAC) & conducting academic & administrative audit at regular intervals.

- Accreditation by NBA & NAAC: Submission of Self Assessment Report for CSE, IT, ECE and Mech submitted, Self Study Report for NAAC through IQAC.

- Establishment of technology centers in various disciplines: Training in cutting edge technology is provided to all the students based on their choice and students are encouraged to participate in various industrial competition and Hackathons.

- National ranking: Actively Participates in National Level Ranking such as ARIIA, CII Industry Linked Institutes and IIC.
- Enhancing industry institute interaction : Signed MoU with reputed industries, Industry oriented value added courses, Workshops / Seminars / Guest lectures in the upcoming technologies organized.
- Promotion of research & innovation among faculty and students: Research papers were published in peer reviewed journals and national/International patents filed, Institute Innovation Council (IIC) is established, Sathak Innovation & Incubation Foundation (SIIF) established inside the campus.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

**The Institutional management has constituted the following committees for the effective functioning of the organization.**

**Governing Council : Suggest and approve broad guidelines, policies and framework on for the improvement of quality of education in the institution.**

**Planning and Monitoring Committee: review the academic related activities, student and faculty development programs, visualize and formulate perspective plan for the development and growth of the college.**

**Academic Advisory Committee : Review and suggest the standards of teaching, research and training, placement, approval of syllabi, coordination of the research activities and academic performance.**

**The over-all structure of the Institutional Management is categorized as Academics, Administration, Research, Industrial relation, Placement and IQAC. The objectives and functions of the committees are well defined and reviewed by the Head of the Institution. The following committee are instituted for effective implementation of the vision & mission of the institute.**

1. **Placement and Training Committee**
2. **Research Advisory Committee**
3. **Maintenance committee**
4. **Disciplinary committee**
5. **Library committee**
6. **Grievance Redressal / SC/ST committee**
7. **Anti-Ragging Committee**
8. **Sports committee**
9. **Alumni cell**
10. **Hostel and Transport**

11. **Centre Of Excellence and Training**
12. **Higher Education and Entrepreneur cell.**
13. **IQAC**

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | https://msajce-edu.in/uploads/aqar/2022/6.2.2/6.2.2MainPage.pdf |
| Upload any additional information | View File |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

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

**Welfare measures for teaching and non-teaching staff**

- **Free transport facilities.**
- **Vacation leave, Medical leave and Maternity leave.**
- **50% fees concession is provided for employee's children studying in our group of institutions.**
- **Interest free loans for needy people.**
- **Group insurance schemes.**
- **Gifts and mementoes during Teachers' Day and Women's Day Celebration.**
- **Sponsoring for attending conference, workshops, FDPs and**

training programmes.
- Reward for publication of Papers / Research articles/Patents
- Incentives for funded research, consultancy activities, paper publication, patent filing and other meritorious acheivements.
- Reward for producing University Ranks
- Awards for academic excellence / 100% pass
- Special Study Leave (SSL) and On-duty will be provided to pursue higher education.
- Implementing EPF Scheme & ESI facility to all eligible members as per PF Rules & Govt. Norms.
- Three month pay will be provided for the staff in case of sudden demise during the service.
- 7 days Special Leave for their marriage with pay.
- College organizes free and periodic health checkups.
- Sports and Gym facility is available to maintain a healthy and balanced life.
- Uniform provided for drivers and mess workers.

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

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

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

**7**

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

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

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

2

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

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

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

59

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

An effective performance appraisal system helps the faculty in maximizing their performance, expanding their professional growth and contributing to institutional performance. The performance appraisals provide the information useful for promotion / increment determinations and at the same time, it offers an opportunity for evaluation and discussion of employee weaknesses and strengths. The faculties are appraised based on

- Self-appraisal report – Provide the information about Academic Performance,
- Research contribution, developmental activities of Department and Institute.
- Student's feedback - Online and Oral in class committee meeting.
- HOD's evaluation & Academic Audit

Based on the above the analysis the following actions are implemented,

Based on the feedback, interaction & audit of classroom teaching, involvement and self-appraisal, faculty members are assisted to evaluate their strengths and weaknesses.

Faculty members are advised to match up the pace of their deliverables as per the students & industry requirements.

Faculty members are encouraged to undertake R&D projects, consultancy work and apply for research grants.

Financial support is provided for filing patent / copyrights.

Faculty members are encouraged to participate and publish their research papers in the international / national conference and journals.

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

## 6.4 - Financial Management and Resource Mobilization

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

```
The institution has adequate Mechanism for auditing by both
Internal and external auditors.

Internal Audit is performed by officials deputed from Trust
periodically and the reports are obtained before conduct of the
external audit which is normally done after the closure of the
accounts in all respects. External Audit is done by the Statutory
Auditors after 30th June of the subsequent year.

During the course of Internal Audit, all required steps are taken
to regularize the accounts and to obtain confirmations for the
credit balances, to collect documentary evidences wherever
inadequate in respect of payments, compliances of T.D.S. and
Statutory Formalities and Reconciliation of Student wise balances
with the Control Accounts and Bank Reconciliations. The copy of
the internal audit report covering all matters related to
maintenance of accounts is preserved.

Subsequently, External Statutory Audit is conducted by the
auditors and the final audit report with audit findings are
submitted to the Management. The consolidation of the findings of
the Institutions with Trust office has been completed and the
annual returns have been submitted to Income tax Authorities
concerned.
```

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

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

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

0

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

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

**1.Recurring Sources**

**Students are admitted as per Tamil Nadu Government Higher Education norms. 50% of students through Anna University counseling and remaining 50% of students are admitted through Consortium of Self Financing Professional, Arts and Science Colleges in Tamil Nadu. The fees amount is collected from each student as per the norms laid by the Fees Fixation Committee of State Government.**

  **1. Non-Recurring Sources**

  • **The institute is getting Term Loans and Hire Purchase Loans from Public sector Bank with Minimum Rate of interest through Mohamed Sathak Trust. This amount is utilized for the development of Infrastructural facilities.**
  • **Institute is getting Grants from various Government Bodies i.e. AICTE, DST etc., to conduct various Symposiums, Seminars, National and International conferences.**
  • **The institution is functioning under Mohamed Sathak Trust, Chennai, Tamil Nadu. The Trust is registered under Tamil Nadu Societies Registration Act 1975.**

**Optimal Utilization**

**Recurring Expenses**

**Salary to staff, academic activities and payment of bank interest are done with fees collection.**

**Infrastructural development facilities and Building construction works**

**Management allocates budget to create and upgrade the infrastructural facilities in tune with the modern trends and for construction works. Bank loans are received and judiciously utilized for the same.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.msajce-edu.in/images/office/BS2022-2023.pdf |
| Upload any additional information | View File |

## 6.5 - Internal Quality Assurance System

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

**The initiatives which have contributed significantly for quality improvements in the institution are furnished below:**

- **The institution envisages progressive development by maintaining quality in academics, administration, infrastructure etc.**
- **IQAC makes rigorous and continuous efforts to study, analyze and improve every strategy, activity, process and procedure in all the domains of the institutional activity with a view to achieve, sustain and enhance quality with an aim to achieve excellence.**
- **Meticulous efforts to implement suggestions of governing council, Planning and monitoring committee, Academic Advisory Committee, feedback from all stakeholders.**

**IQAC initiates mechanisms and procedures for**

- **Developing the system for quality parameters to attain various accreditation and institutional ranking process.**
- **Optimization and integration of modern methods of teaching-learning and administration ensuring timely, efficient and progressive performance in admission, academics, research and administration.**

- **Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.**
- **Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.**
- **Development and maintenance of institutional database in the centralized system.**

| File Description | Documents |
|---|---|
| Paste link for additional information | <u>Nil</u> |
| Upload any additional information | <u>View File</u> |

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

**The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms**

- **Periodic meetings of IQAC to plan, review and implement corrective measures in academic, placement, research and administration.**
- **Periodic statutory and functional body meetings to plan and review the academic, placement, research and administration initiatives of the institution.**
- **Periodic internal and external audit by internal and external academic teams.**
- **Plan and execute Internal and surveillance audit for ISO.**
- **Collection, review and corrective action through various feedback like class committee meetings, oral feedback, written feedback, online feedback and feedback from various stakeholders.**
- **Development of various procedures & formats for academic and administrative purposes.**
- **Development of various procedures & formats for academic and administrative purposes.**
- **Facilitating a learner-centric environment conducive to quality education and enabling faculty get maturity to adopt the required knowledge and technology for participatory teaching and learning process.**
- **Developing the system for quality parameters to attain**

**various accreditationand institutional ranking process.**

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

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

**B. Any 3 of the above**

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://msajce-edu.in/uploads/aqar/AnnualReport2022-2023.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

**Mohammed Sathak A J College of Engineering strongly encourages gender equity to empower women. Women employment in this**

organization comes up to 60%. They hold various key position in the institution and execute skillfully the work

delegated to them. Various programs are organized for motivating women students and faculty members.

The safety and security of women students and faculty members are given prime importance. Surveillance cameras are placed in the campus to ensure safe movement. Awareness about Kavalan mobile app, an emergency mobile app for women safety developed by Police dept, Tamilnadu and installation was done on 20.4.23.

Awareness on Sexual harassment for school students was done on 11.8.22.A fire safety awareness program was conducted on 10.11.22 to create understanding on fire safety, the precautionary measures to be taken during a fire accident and learnt how to rescue during the time of an emergency.

Creating space for women in a coeducational institution remains the responsibility of the institution. The medical counseling room and the girls' common room and prayer room are provided to fulfill this.

Women's day also recognizes Women achievers and their responsibility towards society. Here again awards and prizes are given to them by the institution.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://msajce-edu.in/uploads/aqar/2022/7.1.1/7.1.1MainPage.pdf |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://msajce-edu.in/uploads/aqar/2022/7.1.1/7.1.1Additional.pdf |

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

A. 4 or All of the above

| File Description | Documents |
|---|---|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

**1. Solid waste management:**

**Our Institute is partnering with WOW- Wellbeing out of Waste, a Nationwide Recycling Initiative of ITC for the removal of paper waste from the campus. Plastic/ Metal /wooden waste generated are collected and given to the vendor on a regular basis. The food waste is converted into biogas.**

**2. Liquid waste management:**

**Water from two Sewage Treatment Plants (STP), with a total capacity of 25,000 liters is used for watering the trees.**

**3. Biomedical waste management:**

**Biomedical waste like sanitary napkin is being disposed with the help of the sanitary napkin incinerator. We have 2 incinerators; one is placed in the women rest room located in the ground floor and other in the ladies hostel.**

**4. E-waste management:**

**E-waste from labs is properly collected and is given to the licensed recycler, reused wherever possible, donated and sold if possible.**

**5. E-Waste recycling system:**

**High preference to recycling of E-waste, for instance tonners are recycled and reused until it is considered as a scrap.**

**6. Hazardous chemicals waste management:**

**Hazardous chemicals are only used for the laboratory purpose. Most of the chemical wastes are recycled and reused.**

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

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

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**  **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

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

**A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

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

diversities (within 200 words).

Mohamed Sathak A J College of Engineering has taken institutional efforts in providing an inclusive environment. It is a place where anyone can work comfortably. All students and faculty members enjoy their stay in the campus to achieve their goals and establish themselves through various means namely tolerance and harmony towards culture.

Pongal celebration the harvest festival of Tamilnadu is celebrated every year in the month of January. Iftar is celebrated every year to bring religious harmony. Events like essay competition, oratorical competition, rangoli competition, cook without fire, singing, dancing competition, etc is organized for Tamil new year, Telugu new year, Holi and Onam to create understanding of various cultures and to develop tolerance and harmony.

Independence Day and Republic day is celebrated every year to inculcate patriotism and to commemorate the country's independence from British colonial rule.

To narrow the gap in skill development in socioeconomically weaker sections, Techjumboree: a technical symposium, Al-go-rhythm : workshop & competitions for polytechnic and school students is conducted every year as an Institute Social Responsibility.

The college has adopted 5 villages under Unnat Bharat Abhiyan and encourages students to participate in the Yuva sangam under Ek Bharat Shrestha Bharat scheme.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

National Identities and Symbols

Republic day and independance day was celebrated on 26th of January and August 15th on every year to highlight the struggle for freedom and the importance of Indian constitution.

**Teachers Day Teacher's Day is celebrated in India every year on 5th Septemberto appreciate the role played by teachers in the life of students-the leaders of tomorrow.**

**International Women's Day Women's forum of the institute organizes the event on 8th Marchevery year. Our institution is conducting yoga programme in the campus .**

**Addressing Human Values and Professional Ethics related issues In order to inculcate moral and social values, undergraduatestudents have the professional ethics subject as a part of curriculum with the objective to acquaint with the ethics inprofessional.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://msajce-edu.in/uploads/aqar/2022/7.1.9/7.1.9MainPage.pdf |
| Any other relevant information | Nil |

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

**A. All of the above**

| File Description | Documents |
|---|---|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

**The college celebrates Independence Day and Republic day is celebrated every year to inculcate patriotism and to commemorate the country's independence from British colonial rule. Every year the institution motivates all to participate in the celebration of Independence Day and Republic day.**

**International Women's day which falls on 8th March is aboutcelebrating a woman's success and raising awareness against bias.Women Entrepreneurs, students, faculty, social workers are honored with awards to encourage their contributions to the society.**

**Engineer's Day is celebrated every year by the institution. Eminent Engineers are honored on the occasion and various technical events are conducted. School Teachers and Polytechnic teachers are honored on Teachers day to appreciate their efforts towards nation building.**

**Awareness on women rights, sexual harassment, road safety, fire safety, green initiatives of state and central government are done by organizing rallies, seminars, tree plantation drives, etc.**

**Pongal celebration the harvest festival of Tamilnadu is celebrated every year in the month of January. Iftar is celebrated every year to bring religious harmony. Tamil new year, Telugu new year, Holi and Onam are celebrated to create understanding of various cultures and to develop tolerance and harmony.**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

To fulfil the vision of MSAJCE , we provide the following so that the students can face the challenges in the industry and the society

- Technology Based training : Provides Holistic, multi-disciplinary skill-based education in the latest cutting edge technologies
- Career Development Activities : Nurtures the students in all-round sustainable development, for career and self employability, Inculcate innovation and entrepreneurial abilities,

To have a focussed and stress-free involvement of students both in academics and training, the activities are split into two separate sessions such as Forenoon – Academics only and Afternoon – Training & Practices, within the college regular working hours.

Salient features:

- Skill-based training provides holistic education to develop skills, knowledge and values through well-structured curriculum and hands-on training within the college working hours
- Students are given an opportunity to work on live industry projects/consultancy works.
- Provides inclusive technical education so that a deserving student is not denied an opportunity solely on socio economic constraints
- Provides prerequisite training for building and developing competencies such as soft skill, aptitude, attitude for the placement.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://msajce-edu.in/uploads/aqar/2022/7.2.1/7.2.1MainPage.pdf |
| Any other relevant information | https://www.msajce-edu.in/uploads/naac/bestpractices.pdf |

## 7.3 - Institutional Distinctiveness

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

To contribute towards the socio economic development of the society, the college has initiated many activities under Institutional Social Responsibility (ISR).

- Classes are taken for government school students in the subjects like mathematics, physics, chemistry and computer science, where adequate teachers are not available
- Hands-on Training is provided to create awareness in Science & Technology development among school and polytechnic college students in niche areas such as 3D printing, Robotics, Non-Destructive Testing (NDT), Mobile App and Game development
- Motivational talk, life skill programs, stress management by experts are arranged to school students at their premises
- Furniture's, computers and books are given to needy government schools in the vicinity of the college
- Scholarships are given to meritorious and economically backward students from rural area for admission into the college
- Best teachers from schools and polytechnic colleges are honoured every year in teacher's day celebrations
- Four villages are adopted under Unnat Bharat Abhiyan and various activities are initiated such as conducting survey, medical camp, vaccination drive, village cleaning and training for unemployed youth.

| Part B |
| --- |

| CURRICULAR ASPECTS |
| --- |

| **1.1 - Curricular Planning and Implementation** |
| --- |

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

1. Regulation and syllabus: Mohamed Sathak AJ College of Engineering (MSAJCE) is affiliated to Anna University, Chennai.
2. Planning: The Academic Calendar for the college is prepared based on the academic schedule is provided by the Anna University for each semester.
3. Orientation: Norms and mandates of the curriculum is briefed to students by the HoDs at the beginning of each semester.
4. Curriculum delivery: Faculty deliver the curriculum through the chalk and talk methods / innovative teaching methods. Activities like Industrial visits, Guest lectures, Symposium, Seminars, etc, are planned to augment teaching-learning process.
5. Infrastructure: The institute has adequate number of class rooms with ICT facilities, laboratories, technology centers, well equipped library and Wi-Fi facilities.
6. Monitoring: The Principal conducts the periodical meetings to review the teaching-learning processes for effective implementation of the curriculum.
7. Assessment: IAT is conducted as per the schedule and the marks are uploaded in the university web portal.
8. Mentoring: A maximum of 10-15 students are mentored by each faculty in terms of academic, personal and career aspects.
9. End semester Evaluation: The end semester examinations are conducted by the Anna University and evaluated by the peer team through central valuation system.

| File Description | Documents |
| --- | --- |
| Upload relevant supporting document | View File |
| Link for Additional information | Nil |

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

1. **Academic calendar from University:** The academic and assessment schedule indicating the reopening date, attendance / assessment periods, last working day and the tentative practical / theory examinations schedule is provided by Anna University.
2. **College Academic calendar:** The Principal and Head-Academics prepare the academic calendar for the college based on University academic calendar. The Principal monitors and reviews the adherence of the schedule of activities.
3. **Implementation:** The execution of the academic delivery is monitored regularly by HoD and Head-Academics; In addition, Academic audit committee, audit the syllabus coverage and submit the report to the Principal periodically.
4. **Academic and administrative audit:** In each semester, course file and other files are audited by the academic audit committee instituted by the Principal.

1. **Feedback:** IQAC monitors the implementation of feedback mechanism from various stake holders. The course progress and effectiveness are monitored through the feedback given by the students through class committee meetings, oral feedback collected by HoD and online feedback collected by IQAC.
2. **Internal Assessment Test:** IAT schedule is adhered as per the planned academic calendar.

For the conduction of internal assessment tests, the academic calendar is adhered strictly, unless factors beyond the control arises.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | Nil |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University** | B. Any 3 of the above

| Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University | |
|---|---|

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

## 1.2 - Academic Flexibility

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

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

10

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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

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

17

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

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

405

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

## 1.3 - Curriculum Enrichment

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

The affiliating University offers various courses like Environment Science and Engineering (EVS) as a core subject and Professional Ethics in Engineering (PEE), Renewable Energy Sources (RES), Energy Conservation & Management (ECM), and Disaster Management (DM) as elective subjects for all branches of engineering.It helps students to be aware of the basic components of environment and its impact in various fields. The course on Professional ethics creates an awareness on engineering ethics, and instills human, moral & social values. Institute organizes various activities like awareness programme on Human Rights, Gender Sensitization and Environmental Sustainability.

The institute

- Follows gender equity As per the UGC, AICTE and Anna University norms.

- Ensures equal opportunities for the girl students in co-curricular and extracurricular activities.
- Organizes Women's day, International day for the elimination of violence against women.
- Has Internal Complaint Committee, Grievances Redressal Cell and Anti-Ragging awareness.
- Provides separate prayer hall, mess hall, canteen and hostel facilities for girl students.
- Institute has an environment policy, which is disseminated among staffs and students.
- Institute involves in various activities like, tree planting, rainwater harvesting, solar energy initiatives,

**awareness programs on green initiatives.**

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

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

**73**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

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

**282**

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

### 1.4 - Feedback System

| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | A. All of the above |
|---|---|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.msajce-edu.in/uploads/aqar/2022/1.4.1/1.4.1ActiontakenReport.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

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

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.msajce-edu.in/uploads/aqar/2022/1.4.1/1.4.1ActiontakenReport.pdf |

## TEACHING-LEARNING AND EVALUATION

## 2.1 - Student Enrollment and Profile

### 2.1.1 - Enrolment Number Number of students admitted during the year

### 2.1.1.1 - Number of students admitted during the year

248

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

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

**supernumerary seats)**

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

**112**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

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

**Bridge course -Students are admitted from the State boards (Vernacular and English medium), CBSE and lateral entry. In order to normalize the gap between the various streams, the institute organizes bridge courses in programming language, mathematics and English.**

**Guest lecture, Workshops & Seminars Entrepreneurship awareness programme are organized by inviting experts from industry and academia. Industrial visit is organized to gain knowledge of industrial practices, industrial visits. This allows both slow and advanced learners to clear their doubts and correlate their theoretical learning with the industry, real time applications, industry's current scenario and requirements.**

**Slow learners are identified in courses through the performance in various Internal Assessment Tests and University examinations and mentored by the counselors. Intensive coaching is provided in Exam Preparation Classes (EPC) before the commencement of University examination, additional support material is provided whenever required, Learner's progress is discussed with their parents for academic improvement if necessary.**

**Advanced learners are identified based on their academic performance and involvement in various activities. They are motivated to learn cutting edge technologies apart from regular University curriculum in our technology centers, encouraged to participate in industry consultancy projects and competitions. Guidance for competitive examinations and higher education are**

**arranged.**

| File Description | Documents |
|---|---|
| Paste link for additional information | <div align="center">Nil</div> |
| Upload any additional information | <div align="center">View File</div> |

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

| Number of Students | Number of Teachers |
|---|---|
| **822** | **88** |

| File Description | Documents |
|---|---|
| Any additional information | <div align="center">View File</div> |

## 2.3 - Teaching- Learning Process

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

**In MSAJCE, ASCII model (Activity Based Learning, Smart Learning, Competitive Based Learning, Innovative Learning, and Industrial Learning) is provided to enhance the learning experience.**

**a). Experiential Learning**

**i. Activity Based Learning:**

- **Learning through practical classes, Case studies, Field visit, Mini and Major project.**
- **Hands-on training in inter-disciplinary cutting edge technologies through our technology centers.**

**b). Participative Learning:**

**i. Smart / Self Learning:**

- **Active participation in online course certifications.**
- **Thought of the day under this initiative 5/10 minutes in the first hour, students are allowed to discuss/explain a topic of their choice.**

- Support through e-resources, centralized library to augment the knowledge gained in class rooms

**ii.Competitive Based Learning**

- Participation in project exhibition, symposiums, Hackathons, Extra -curricular competitions.

**iii. Innovative Learning:**

- Product Development through innovative ideas, Startups and EDP initiatives.

**iv. Industrial Learning :**

- Industrial Visit, Internship, Involvement in industry consultancy projects.
- Guest lecture / seminar Workshop and Value added courses by Industry experts.

**c). Problem solving methodologies:**

- Quantitative aptitude classes, logical reasoning etc.
- Tutorial classes are conducted for the problematic subjects.
- Design and development of solution to real time industrial / societal problems.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | [Nil](#) |

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

The institute have 100 Mbps dedicated internet bandwidth and the campus is Wi-Fi enabled to support all kind of ICT mode of teaching learning process. Best and innovative practices followed by the faculty members for improving teaching and

learning experience.

- The Institution has adequate teaching aids like LCD projectors, Video conference room, Smart class room, Television and NPTEL Local Server access for effective curriculum delivery.
- The Seminar halls equipped with ICT enabled facilities such as LCD Projector, smart board, LAN, Amplifier & Speakers, PC with keyboard.
- Faculty makes use of models, graphs, power point presentation through ICT tools for better understanding of the concepts.
- The college has the membership with NPTEL local chapter and DELNET to enrich our student's knowledge
- Faculty is encouraged to handle the classes through online in the various platform like Google classroom, Zoom, and WebEx.
- Faculty and students were motivated to pursue various industrial related courses through ICT mode to enhance the knowledge in latest technologies.
- E-resources like curriculum and syllabi, lesson plan, question bank, assignments, lecture notes, lab manuals and other web resources are prepared by the faculty and uploaded on the website for student access.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

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

**2.3.3.1 - Number of mentors**

68

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

## 2.4 - Teacher Profile and Quality

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

**88**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

**26**

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

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

### 2.4.3.1 - Total experience of full-time teachers

**224.8**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

## 2.5 - Evaluation Process and Reforms

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

Internal assessment mechanism for various courses is briefed by the HoDs in the beginning of every academic year. The internal assessment tests for theory courses are conducted periodically by the Examination Cell, as per the academic schedule.

Answer scripts are evaluated by the concerned faculty. The key answers are discussed in the class. The students are given a fair and unbiased opportunity to claim any additional marks, in case of totaling errors or award of lesser marks. Students acknowledge the fair evaluation by affixing their signatures in the answer scripts. Slow learners / genuine absentees are given a fair chance to improve their marks by undertaking remedial test / assignment. HoDs randomly verify the Internal Assessment Records to ensure fair assessment. Based on the marks scored by the students, internal marks are computed and uploaded in the university web portal as per the schedule given by the university. Progress report indicating the IAT marks / University results is sent to the parents.

For laboratory courses, internal assessment marks are calculated based on day to day performance evaluation and model exam. Project work and Technical seminar evaluations are done by respective committees based on the defined rubrics.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | Nil |

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

MSAJCE has established a mechanism for complaint and grievances redressal for student's examination related grievances in internal assessment test.IAT/ EPC tests are conducted as per the academic schedule. Timetable for IAT/EPC is communicated to all the students. Answer scripts are evaluated by the concerned faculty. The key answers are discussed in the class. The students are given a fair and unbiased opportunity to claim any additional marks, in case of totaling errors or awarding of lesser marks. Students agree and acknowledge the fair evaluation by affixing their signatures in the answer scripts. Slow learners / genuine absentees are given a fair chance to improve their marks by undertaking remedial test / assignment in the concerned subjects. HoDs randomly verify the Internal Assessment Records to ensure fair assessment.

Internal assessment marks are calculated based on IAT performance and circulated among the students before uploading in the University web portal. Evaluation in end-semester is done by a centralized process by the affiliating university. After the publication of University results, the students are given a chance for revaluation and review valuation by the university. Student can view attendance, internal assessment, university marks in the University Web portal using their individual login Credentials.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | Nil |

## 2.6 - Student Performance and Learning Outcomes

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

Awareness program about Outcome Based Education (OBE), Program and Course Outcomes and its mapping were conducted by external and internal expert member. The Programme Specific Outcomes (PSOs) are formulated for each programme based on the department's strength (Research, infrastructure, faculty specialization, industry collaboration). PSOs, PEOs and POs are explained to the students in the first year during the orientation course, and in the second year to the lateral entry

students.

Course Objectives and Course Outcomes are defined for each course (theory, practical) with reference to the syllabus prescribed by the university. The course objectives and course outcomes are briefed to the students at the beginning of the course by the concern course coordinator / faculty.

After the publication of University result, faculty will compute the CO-PO attainment for their subjects based on the student's performance in internal assessment, Activity and university examination.

(i) The Vision, Mission, PEOs, POs, PSOs of the department are displayed in the HoD room, laboratories, class rooms, college website ,log books, record books and in the respective department links for the reference of stakeholders.

(ii) Course objectives and Course outcomes are included in the lesson plan for each course and printed in the IAT question papers.

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

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

Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution as detailed below:

CO Attainment:

Direct tools for CO attainment are Assessment Tests, End-semester examinations, Oral Exams, Assignments and Tutorials, Mini Projects, Multiple Choice Questions/ Puzzles/ quiz/ other Innovative Teaching Methods.

The Weightage for CO Attainment in internal assessment test:
IAT – 80% & activities – 20%

The Weightage for overall CO Attainment: University Exam - 80%
; Internal Exam - 20%

Definition of attainment levels: Level 1 = 50% to 59%, Level 2
= 60% to 69%, Level 3 = 70% and above

PO & PSO Attainment:

Direct tools for PO & PSO attainment are CO attainment.
Indirect Assessment Tools for PO & PSO attainment are Course
End Survey, Exit Survey, Alumni Survey, Parents Feedback,
Industrial Feedback. Alumni Survey, Parents Feedback,
Industrial Feedback are considered qualitatively only.

Weightage for PO Attainment : Direct Attainment - 80%; Indirect
attainment - 20%

Definition of attainment levels: Level 1 = 50% to 59%, Level 2
= 60% to 69%, Level 3 = 70% and above

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional information | https://www.msajce-edu.in/ece.php |

**2.6.3 - Pass percentage of Students during the year**

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

140

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://msajce-edu.in/uploads/aqar/Annual Report2022-2023.pdf |

**2.7 - Student Satisfaction Survey**

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

https://msajce-edu.in/uploads/aqar/2022/2.7.1/2.7.1MainPage.pdf

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

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

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

0

| File Description | Documents |
|---|---|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

5

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

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

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

0

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | Nil |

## 3.2 - Innovation Ecosystem

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

**Institution's Innovation Council (IIC):**

**As per the guidelines of Ministry of Education's Innovation Cell under AICTE, our institute had established IIC in 2019 to systematically foster the culture of Innovation among both students and faculty. Activities based on Research and Innovation, IPR, Startup, entrepreneurship, Design thinking and Critical Thinking, Incubation and Pre-incubation are done.**

**Entrepreneurship-Cell:**

**To encourage students to become entrepreneurs rather than job seekers, various events are organised such as interaction with successful entrepreneurs about the practical aspects of starting an enterprise, development of business model, marketing strategies, problems and challenges faced in their**

journey.

**Technology Centres:**

Our institute has established various centres in new emerging technologies. In these centres students learn new technologies, work on projects and convert them into usable products.

**Research Cell:**

The College has an active Research Cell to create research culture among the faculty and students to carryout academic research, industrial research and funded research activities.

**Sathak Innovation and Incubation Foundation (SIIF):**

Sathak Innovation and Incubation Foundation (SIIF) registered under section 8 of companies act in the year 2021 is earmarked with 13000 sq.ft. to support innovator to incubate their ideas and to support them till they graduate to become entrepreneur.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.msajce-edu.in/Incubation&Startup.php |

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

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

23

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

**3.3 - Research Publications and Awards**

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

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

0

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | Nil |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

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

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

23

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

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

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

22

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

**3.4 - Extension Activities**

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

The institute National Service Scheme (NSS), Unnath Bharat Abhiyan (UBA)and Youth Red Cross (YRC) have conducted various social activities in theneighbourhood community, sensitizing students to social issues, for their holisticdevelopment. NSS and UBA volunteers of MSAJCE have actively participated in masscleaning camp, awareness program for school students (Sexual harassmentawareness, Drug awareness, Plastic free awareness, & Cancer awareness) in order togive proper social awareness for the youngsters and promote social responsibility ofevery individual. The importance of blood donation was emphasized among faculty andstudents by the Blood Donation Camp conducted by the NSS cell in association withDr.M.G.R.Medical University, Chennai. Dental Camp was conducted in the campus in association with Tagore DentalCollege and Hospital to give dental health awareness and remedies for dental issues tothe students, faculty members and nearby village people. NSS volunteers are actively involved in the Coastal cleaning program toenhance the cleanliness of coastal area. Donation of needy things to old age home andorphanage was conducted by the NSS Cell. To emphasize the necessity of healthinsurance and explain the important aspects of Medi-claim policies.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.msajce-edu.in/socialservices.php |
| Upload any additional information | View File |

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

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

2

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

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

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

**18**

| File Description | Documents |
|---|---|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

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

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

**17**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

### 3.5 - Collaboration

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

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

**29**

| File Description | Documents |
|---|---|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

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

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

**26**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

### INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**The institute have adequate physical infrastructure with ICT Enabled facility to meet AICTE / Anna University requirements for effective teaching-learning process.**

1. Classrooms 31
2. Spacious laboratories & Technology centers 38
3. Boys common room 01
4. Girls common room 01
5. Medical room 01
6. Faculty common room 01
7. Board room 02
8. Seminar halls (1000 Seat) 01
9. Seminar halls (400 Seat) 01
10. Seminar halls (100 Seat) 04
11. Faculty room 20
12. Mentor / Counseling room 01
13. Computers with latest configuration 540 nos.
14. Server 02 nos.
15. Internet Bandwidth 100 Mbps
16. Operating System 02
17. Application Software 25

Career Development Centre which houses infrastructure to host online and offline placement test, group discussions, HR interview, soft skill and technical training.

The central library has an automated facility with Koha software, barcode scanner, OPAC software and digital library with DSpace, 28,712 Volumes & 4679 titles of Text and Reference Books, various memberships like DELNET, Shodh Ganga, etc

There are three standby power generators with 100,125 and 250 kVA capacity are available in the campus to take care of the occasional power interruptions and shut down.

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

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

Sports and Games:

The institute provides excellent facilities for sports and

games.

Outdoor

1.  Football / Cricket 01
2.  Volleyball Court 02
3.  Throwball Court 01
4.  Basketball Court01
5.  Kabaddi02
6.  Cricket net practice02

Indoor

1.  Table Tennis 06
2.  Carrom 06
3.  Chess 06
4.  Yoga facility (100 Seat) 01

Our college students have participated and won prizes in District, Zonal, University, State and National level. A full time Physical director works for the physical fitness of students and sports activities. Sports event competitions are conducted in inter departmental, inter college level and state level in an academic year and the winners and participants are awarded in Annual Sports Day.

Fitness Centre – Gym:

Modern Gym (648 sqft) offers a fun and safe learning environment that gives weight training, strengthening and weight loss programmes.

Cultural Activities:

Cultural Activities are conducted in fresher's day, hostel day, college day, Independence and Republic day celebrations to encourage the student's multi -talents in various aspects as well as to make the students to relax and enjoy. Keyboard, Guitar, Drum set, Tableau, Amplifier with PA system, AC Auditorium with sound proof facility are available.

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

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

**27**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

**217.83**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template | View File |

## 4.2 - Library as a Learning Resource

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

**The Central library spans across two floors with an area of 8978 sq. feet. is equipped with Integrated Library Management**

System (ILMS) namely "KOHA" which is automated through a software program and customized by our own team. The software handles all the library activities such as issue, renewal & return of books, data entry, storage & retrieval, online book reservation , member logins, report management, user data maintenance Utilization analysis, article alert service, etc. ILMS is interfaced with Barcode Scanner that supports all in-house operations of the library.

Name of ILMS Software: KOHA Integrated Library Management Software (ILMS)

Nature of automation: Fully

Version: KOHA 20.04

Year of automation: 2020

The library subscribes full-text e-resources providing access to e-journals and e-books, etc., through the authenticated IP address (http://172.16.21.1:8080). The users can access these resources from anywhere on the campus at any time through the Wi-Fi. Library webpage (http://msajce-edu.in/Library.php) provides access to various services as well as e-resources, Online Public Access Catalogue (OPAC) etc., besides giving detailed information about library, rules and regulations and necessary contact details. The institute also has E-journals (DELNET, Open Access), DELNET membership. Access to Shodh Ganga ,Shodh Sindhu , NPTEL database

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://www.msajce-edu.in/library.php |

| 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | A. Any 4 or more of the above |

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

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

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

**4.26 Lakhs**

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

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

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

**50**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

**4.3 - IT Infrastructure**

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

**MSAJCE periodically upgrades its IT facilities including Wi-Fi, to take care of the changes inthe syllabus and advancements in technology, at present our college has 540 computers and 2servers with necessary software packages as per the syllabus prescribed by Anna University. ? Upgradation in IT and Wi-Fi**

facilities for last 5 years are listed below: ? I3 Processor
System – 300 Nos ? I5 Processor systems – 250 numbers ? 1 GB
RAM Upgraded to 2 GB RAM for 40 systems ? RAM - 4GB-325,
8GB-34,12GB-1 and 16GB-1 Nos ? NVIDIA graphic and 20 system ?
HDD - 500GB-325,1TB -1 Nos ? 80 GB HDD upgraded to 160 GB for
60 Nos ? Windows XP OS upgraded to Windows 7 & 10. ? Upgraded
latest version of Ubuntu OS ? Upgraded Latest version of MAC OS
? Installation of Surveillance camera for Security purpose ?
Upgraded the internet Bandwidth from 100 Mbps to 300 Mbps ? Wi-
Fi enabled Campus ? Procurement of separate d o m a i n f o r
Google services like email, G-Suite and Google – Meet etc. ?
Procurement of 10nos 32 inches LED television for technology
centers ? Procurement of more than 5 nos of Smart Board for
Advanced Study centers.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://msajce-edu.in/uploads/aqar/2022/4.3.1/4.3.1MainPage.pdf |

## 4.3.2 - Number of Computers

595

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

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

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

## 4.4 - Maintenance of Campus Infrastructure

## 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

**support facilities) excluding salary component during the year (INR in Lakhs)**

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

**637.29**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

**Laboratory:**

**All the equipment and machinery of the laboratories are periodically maintained by the lab technicians. If the equipment/machinery is to be serviced during the warranty period, the supplier of the equipment/machinery will be intimated about the repair. After the warrantee period the technical staff attached to the respective laboratories services the equipment/machinery to the extent possible failing which external expert called for service.**

**Computers:**

**Due to a large number of computers and networking, a separate team- Computer Maintenance Cell (CMC) looks after the proper allotment, use of the computers & IT equipment's, maintenance of computers and networking.**

**Library:**

**The activities like fumigation, preservation of books from insects, dusting and shelving of reading materials on regular basis are done to keep library clean and usable.**

**Sports:**

The college always keeps the play field / courts clean and in good condition throughout the year.

**Electrical:**

Power supply is maintained by our electricians round the clock. Three generators (250 KVA, 125 KVA and 100 KVA) are available in the campus to handle the occasional power shut down.

**Campus Maintenance:**

The Fire extinguisher refilling, Lift, Sewage Treatment Plant, RO Plant, Rainwater harvesting pits are serviced regularly.

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

**STUDENT SUPPORT AND PROGRESSION**

**5.1 - Student Support**

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

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

348

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | [View File](#) |
| Upload any additional information | [View File](#) |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | [View File](#) |

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

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

**194**

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

| **5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills** | **B. 3 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Link to Institutional website | https://msajce-edu.in/uploads/aqar/2022/5.1.3/5.1.3MainPage.pdf |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

**200**

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

**200**

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

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

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**102**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

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

**5.2.2.1 - Number of outgoing student progression to higher education**

5

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

1

| File Description | Documents |
|---|---|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

**5.3 - Student Participation and Activities**

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

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

**2**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

To empower the students in gaining leadership qualities, team playing, event management, time and money management, adhering the rules & regulations the institute involves students in following activities

Administrative Activities

- Antiragging committee: The members actively involve to monitor and maintain the campus as ragging free campus.

- Representation in Grievance Redressal/Disciplinary/Vikasha/POSH Cell/ Sexual Harassment complaint cell.
- Hostel committee: Monitoring discipline, mess menu, food quality and hygiene of mess & hostel.

Co-Curricular activities

- The Symposium committee organizes technical symposium for developing technical skills, and updating knowledge.

- **Newsletter: The student representatives involve in the preparation of newsletter.**

**Extra Curricular Activities**

- **Cultural Committee : The students involve themselves to organize Induction day, College day, Teachers day, Women's day, Hostel day, Pongal festival, Independence day and Republic day.**
- **Sports Committee: Organizes intramural games, annual sports meet and University level zonal sports & games.**

- **NSS & UBA: Organizes Blood donation camps, Medical Camp, Clean & Green environment, Tree Plantation and various social awareness activities periodically.**

**Curricular Activities**

- **Class Committee Meeting: The members actively involve to represent issues in curriculum, teaching learning and evaluation process.**

- **Library Committee: Represent student requirements and issues regarding the library.**

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

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

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

**26**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

## 5.4 - Alumni Engagement

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

**The success of an educational institution depends on the performance of its alumni. MSAJCE is aspiring to create strong bond with Alumni. The MSAJCE Alumni association is registered as a society under Tamilnadu Societal act on 25th day of January 2021 with registration number SRG/Chengalpattu/16/2021. The main objective of this Alumni Association is to create a good relation between alumni and the institution as well as maintains an updated Alumni Directory. Alumni association meetings are conducted periodically.**

**Our alumni plays a vital role in various committee's like Academic advisory committee, Grievance redressal committee, Planning and Monitoring committee, Placement and Training advisory committee and also actively involved in delivering expert lectures, seminars, workshops and career guidance programmes.**

**Alumni are identified and their portraits are prominently displayed on the Website of the college so that they can be role models for their successors. Emerging Star, Best Alumni and Outstanding Alumni Awards have been instituted to honor the alumni every year.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.msajce-edu.in/alumni.php |
| Upload any additional information | View File |

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

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**VISION: To be an eminent institute for higher education and research through innovative teaching-learning and sustainable practices to meet the industrial and societal needs**

**MISSION:**

- **To impart quality technical education by transforming students into professionally competent technocrats.**
-
- **To nurture the students in all-round sustainable development, for career and self-employability.**
-
- **To inculcate critical thinking, professional ethics with civic responsibilities by instilling values.**

**The governance of our institution is aligned with our vision and mission which is guided through**

- **Governing Council (GC),**
- **Planning and Monitoring Committee (P&MC)**
- **Internal Quality Assurance Cell (IQAC),**
- **Academic Advisory Committee (AAC),**
- **Research Advisory Committee (RAC), and**
- **Institute Industry Interaction Committee (IIIC).**

The Institute believes in promoting a culture of delegation of powers through strategic policies. In order to accomplish the Vision and Mission of the Institute, Roles and Responsibilities are decentralized as follows,

- Head-Academics: Impart Quality Teaching Learning Process
- Head-Administration: Inculcate professional ethics with civic responsibilities by instilling values
- Head-Research:Inculcate critical thinking, Innovation and Research
- Head-Placement:Nurture all-round sustainable development, for career and self-employability

The Principal of Institute is supported by Administrative Head, HoDs, and coordinators of various committees in decision making process of the Institute.

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

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

The institution strongly believes the decentralization in working through delegation of authority to execute the process efficiently. The delegation of authority designed in the form of a pyramid.

Top-level management: Responsible for developing, monitoring and supporting all the activities of the institution. It includes the Chairman, Directors, Governing council, and Principal.The Governing Council assists the Chairman with regard to broad guidelines, policies and framework for the improvement of quality of education in the institution. The Principal heads the academic and administrative activities of the Institute through various committees.The management executes the strategy through the Principal and involving planning-monitoring committee, Academic Advisory Committee, Placement and Training Committee in various activities related to the development of the Institute.

Executers liaison between top-level management and supporters

in implementationof institutional plans. It includes Head Academic, Head Admin, Head Research, Head- IQAC, Head of the Departments (HoDs), HR, Librarian, and Physical Education Director.

Supporters includes faculty, technical & administrative staffs and students, assist the executers by coordinating the activities delegated to them.

Principal is the Academic & administrative head who monitors the overall functioning and has authorities for academic, administrative, finance and institute's growth.

| File Description | Documents |
|---|---|
| Paste link for additional information | <u>Nil</u> |
| Upload any additional information | <u>View File</u> |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan that is effectively deployed by

- Ensuring quality in Teaching and learning process: By periodical review of teaching learning process by academic advisory committee, Promoting ASCII Learning (Activity based learning, Smart learning, Competitive learning, Innovative learning and Industrial learning), Internal Quality Assurance Cell (IQAC) & conducting academic & administrative audit at regular intervals.

- Accreditation by NBA & NAAC: Submission of Self Assessment Report for CSE, IT, ECE and Mech submitted, Self Study Report for NAAC through IQAC.

- Establishment of technology centers in various disciplines: Training in cutting edge technology is provided to all the students based on their choice and students are encouraged to participate in various industrial competition and Hackathons.

- National ranking: Actively Participates in National Level Ranking such as ARIIA, CII Industry Linked Institutes and IIC.

- **Enhancing industry institute interaction : Signed MoU with reputed industries, Industry oriented value added courses, Workshops / Seminars / Guest lectures in the upcoming technologies organized.**
- **Promotion of research & innovation among faculty and students: Research papers were published in peer reviewed journals and national/International patents filed, Institute Innovation Council (IIC) is established, Sathak Innovation & Incubation Foundation (SIIF) established inside the campus.**

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | [Nil](#) |
| Upload any additional information | [View File](#) |

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

**The Institutional management has constituted the following committees for the effective functioning of the organization.**

**Governing Council : Suggest and approve broad guidelines, policies and framework on for the improvement of quality of education in the institution.**

**Planning and Monitoring Committee: review the academic related activities, student and faculty development programs, visualize and formulate perspective plan for the development and growth of the college.**

**Academic Advisory Committee : Review and suggest the standards of teaching, research and training, placement, approval of syllabi, coordination of the research activities and academic performance.**

**The over-all structure of the Institutional Management is categorized as Academics, Administration, Research, Industrial relation, Placement and IQAC. The objectives and functions of the committees are well defined and reviewed by the Head of the**

Institution. The following committee are instituted for effective implementation of the vision & mission of the institute.

1. Placement and Training Committee
2. Research Advisory Committee
3. Maintenance committee
4. Disciplinary committee
5. Library committee
6. Grievance Redressal / SC/ST committee
7. Anti-Ragging Committee
8. Sports committee
9. Alumni cell
10. Hostel and Transport
11. Centre Of Excellence and Training
12. Higher Education and Entrepreneur cell.
13. IQAC

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | https://msajce-edu.in/uploads/aqar/2022/6.2.2/6.2.2MainPage.pdf |
| Upload any additional information | View File |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

**6.3 - Faculty Empowerment Strategies**

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

Welfare measures for teaching and non-teaching staff

- Free transport facilities.
- Vacation leave, Medical leave and Maternity leave.
- 50% fees concession is provided for employee's children studying in our group of institutions.
- Interest free loans for needy people.
- Group insurance schemes.
- Gifts and mementoes during Teachers' Day and Women's Day Celebration.
- Sponsoring for attending conference, workshops, FDPs and training programmes.
- Reward for publication of Papers / Research articles/Patents
- Incentives for funded research, consultancy activities, paper publication, patent filing and other meritorious acheivements.
- Reward for producing University Ranks
- Awards for academic excellence / 100% pass
- Special Study Leave (SSL) and On-duty will be provided to pursue higher education.
- Implementing EPF Scheme & ESI facility to all eligible members as per PF Rules & Govt. Norms.
- Three month pay will be provided for the staff in case of sudden demise during the service.
- 7 days Special Leave for their marriage with pay.
- College organizes free and periodic health checkups.
- Sports and Gym facility is available to maintain a healthy and balanced life.
- Uniform provided for drivers and mess workers.

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

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

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

7

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

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

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

2

| File Description | Documents |
| --- | --- |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

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

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

| year | |
|---|---|
| **59** | |

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

An effective performance appraisal system helps the faculty in maximizing their performance, expanding their professional growth and contributing to institutional performance. The performance appraisals provide the information useful for promotion / increment determinations and at the same time, it offers an opportunity for evaluation and discussion of employee weaknesses and strengths. The faculties are appraised based on

- Self-appraisal report – Provide the information about Academic Performance,
- Research contribution, developmental activities of Department and Institute.
- Student's feedback - Online and Oral in class committee meeting.
- HOD's evaluation & Academic Audit

Based on the above the analysis the following actions are implemented,

Based on the feedback, interaction & audit of classroom teaching, involvement and self-appraisal, faculty members are assisted to evaluate their strengths and weaknesses.

Faculty members are advised to match up the pace of their deliverables as per the students & industry requirements.

Faculty members are encouraged to undertake R&D projects, consultancy work and apply for research grants.

Financial support is provided for filing patent / copyrights.

Faculty members are encouraged to participate and publish their research papers in the international / national conference and journals.

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

## 6.4 - Financial Management and Resource Mobilization

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

The institution has adequate Mechanism for auditing by both Internal and external auditors.

Internal Audit is performed by officials deputed from Trust periodically and the reports are obtained before conduct of the external audit which is normally done after the closure of the accounts in all respects. External Audit is done by the Statutory Auditors after 30th June of the subsequent year.

During the course of Internal Audit, all required steps are taken to regularize the accounts and to obtain confirmations for the credit balances, to collect documentary evidences wherever inadequate in respect of payments, compliances of T.D.S. and Statutory Formalities and Reconciliation of Student wise balances with the Control Accounts and Bank Reconciliations. The copy of the internal audit report covering all matters related to maintenance of accounts is preserved.

Subsequently, External Statutory Audit is conducted by the auditors and the final audit report with audit findings are submitted to the Management. The consolidation of the findings

of the Institutions with Trust office has been completed and
the annual returns have been submitted to Income tax
Authorities concerned.

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

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

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

0

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

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

**1.Recurring Sources**

**Students are admitted as per Tamil Nadu Government Higher
Education norms. 50% of students through Anna University
counseling and remaining 50% of students are admitted through
Consortium of Self Financing Professional, Arts and Science
Colleges in Tamil Nadu. The fees amount is collected from each
student as per the norms laid by the Fees Fixation Committee of
State Government.**

1. **Non-Recurring Sources**

   - **The institute is getting Term Loans and Hire Purchase Loans from Public sector Bank with Minimum Rate of interest through Mohamed Sathak Trust. This amount is utilized for the development of Infrastructural facilities.**
   - **Institute is getting Grants from various Government Bodies i.e. AICTE, DST etc., to conduct various Symposiums, Seminars, National and International conferences.**
   - **The institution is functioning under Mohamed Sathak Trust, Chennai, Tamil Nadu. The Trust is registered under Tamil Nadu Societies Registration Act 1975.**

**Optimal Utilization**

**Recurring Expenses**

**Salary to staff, academic activities and payment of bank interest are done with fees collection.**

**Infrastructural development facilities and Building construction works**

**Management allocates budget to create and upgrade the infrastructural facilities in tune with the modern trends and for construction works. Bank loans are received and judiciously utilized for the same.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.msajce-edu.in/images/office/BS2022-2023.pdf |
| Upload any additional information | View File |

## 6.5 - Internal Quality Assurance System

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

**The initiatives which have contributed significantly for quality improvements in the institution are furnished below:**

- **The institution envisages progressive development by maintaining quality in academics, administration, infrastructure etc.**
- **IQAC makes rigorous and continuous efforts to study, analyze and improve every strategy, activity, process and procedure in all the domains of the institutional activity with a view to achieve, sustain and enhance quality with an aim to achieve excellence.**
- **Meticulous efforts to implement suggestions of governing council, Planning and monitoring committee, Academic Advisory Committee, feedback from all stakeholders.**

**IQAC initiates mechanisms and procedures for**

- **Developing the system for quality parameters to attain various accreditation and institutional ranking process.**
- **Optimization and integration of modern methods of teaching-learning and administration ensuring timely, efficient and progressive performance in admission, academics, research and administration.**

- **Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.**
- **Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.**
- **Development and maintenance of institutional database in the centralized system.**

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

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

**The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms**

- **Periodic meetings of IQAC to plan, review and implement corrective measures in academic, placement, research and administration.**
- **Periodic statutory and functional body meetings to plan and review the academic, placement, research and administration initiatives of the institution.**
- **Periodic internal and external audit by internal and external academic teams.**
- **Plan and execute Internal and surveillance audit for ISO.**
- **Collection, review and corrective action through various feedback like class committee meetings, oral feedback, written feedback, online feedback and feedback from various stakeholders.**
- **Development of various procedures & formats for academic and administrative purposes.**
- **Development of various procedures & formats for academic and administrative purposes.**
- **Facilitating a learner-centric environment conducive to quality education and enabling faculty get maturity to adopt the required knowledge and technology for participatory teaching and learning process.**
- **Developing the system for quality parameters to attain various accreditationand institutional ranking process.**

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

| | |
|---|---|
| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification,** | B. Any 3 of the above |

**NBA)**

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://msajce-edu.in/uploads/aqar/Annual Report2022-2023.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Mohammed Sathak A J College of Engineering strongly encourages gender equity to empower women. Women employment in this organization comes up to 60%. They hold various key position in the institution and execute skillfully the work

delegated to them. Various programs are organized for motivating women students and faculty members.

The safety and security of women students and faculty members are given prime importance. Surveillance cameras are placed in the campus to ensure safe movement. Awareness about Kavalan mobile app, an emergency mobile app for women safety developed by Police dept, Tamilnadu and installation was done on 20.4.23.

Awareness on Sexual harassment for school students was done on 11.8.22.A fire safety awareness program was conducted on 10.11.22 to create understanding on fire safety, the precautionary measures to be taken during a fire accident and learnt how to rescue during the time of an emergency.

Creating space for women in a coeducational institution remains the responsibility of the institution. The medical counseling room and the girls' common room and prayer room are provided to fulfill this.

Women's day also recognizes Women achievers and their responsibility towards society. Here again awards and prizes are given to them by the institution.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://msajce-edu.in/uploads/aqar/2022/7.1.1/7.1.1MainPage.pdf |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://msajce-edu.in/uploads/aqar/2022/7.1.1/7.1.1Additional.pdf |

| 7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy          Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment | A. 4 or All of the above |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

1. Solid waste management:

Our Institute is partnering with WOW- Wellbeing out of Waste, a Nationwide Recycling Initiative of ITC for the removal of paper waste from the campus. Plastic/ Metal /wooden waste generated are collected and given to the vendor on a regular basis. The food waste is converted into biogas.

2. Liquid waste management:

Water from two Sewage Treatment Plants (STP), with a total capacity of 25,000 liters is used for watering the trees.

**3. Biomedical waste management:**

Biomedical waste like sanitary napkin is being disposed with the help of the sanitary napkin incinerator. We have 2 incinerators; one is placed in the women rest room located in the ground floor and other in the ladies hostel.

**4. E-waste management:**

E-waste from labs is properly collected and is given to the licensed recycler, reused wherever possible, donated and sold if possible.

**5. E-Waste recycling system:**

High preference to recycling of E-waste, for instance tonners are recycled and reused until it is considered as a scrap.

**6. Hazardous chemicals waste management:**

Hazardous chemicals are only used for the laboratory purpose. Most of the chemical wastes are recycled and reused.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

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

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

## 7.1.5 - Green campus initiatives include

| 7.1.5.1 - The institutional initiatives for greening the campus are as follows:<br><br>1. Restricted entry of automobiles<br>2. Use of bicycles/ Battery-powered vehicles<br>3. Pedestrian-friendly pathways<br>4. Ban on use of plastic<br>5. Landscaping | A. Any 4 or All of the above |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

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

| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |
|---|---|

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

| | |
|---|---|
| **7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment     5. Provision for enquiry and  information : Human assistance, reader, scribe, soft copies of reading material, screen            reading** | **A. Any 4 or all of the above** |

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

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

**Mohamed Sathak A J College of Engineering has taken institutional efforts in providing an inclusive environment. It is a place where anyone can work comfortably. All students and faculty members enjoy their stay in the campus to achieve their**

goals and establish themselves through various means namely tolerance and harmony towards culture.

Pongal celebration the harvest festival of Tamilnadu is celebrated every year in the month of January. Iftar is celebrated every year to bring religious harmony. Events like essay competition, oratorical competition, rangoli competition, cook without fire, singing, dancing competition, etc is organized for Tamil new year, Telugu new year, Holi and Onam to create understanding of various cultures and to develop tolerance and harmony.

Independence Day and Republic day is celebrated every year to inculcate patriotism and to commemorate the country's independence from British colonial rule.

To narrow the gap in skill development in socioeconomically weaker sections, Techjumboree: a technical symposium, Al-go-rhythm : workshop & competitions for polytechnic and school students is conducted every year as an Institute Social Responsibility.

The college has adopted 5 villages under Unnat Bharat Abhiyan and encourages students to participate in the Yuva sangam under Ek Bharat Shrestha Bharat scheme.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

National Identities and Symbols

Republic day and independance day was celebrated on 26th of January and August 15th on every year to highlight the struggle for freedom and the importance of Indian constitution.

Teachers Day Teacher's Day is celebrated in India every year on 5th Septemberto appreciate the role played by teachers in the life of students-the leaders of tomorrow.

**International Women's Day Women's forum of the institute organizes the event on 8th Marchevery year. Our institution is conducting yoga programme in the campus .**

**Addressing Human Values and Professional Ethics related issues In order to inculcate moral and social values, undergraduatestudents have the professional ethics subject as a part of curriculum with the objective to acquaint with the ethics inprofessional.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://msajce-edu.in/uploads/aqar/2022/7.1.9/7.1.9MainPage.pdf |
| Any other relevant information | Nil |

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

**A. All of the above**

| File Description | Documents |
|---|---|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

events and festivals

The college celebrates Independence Day and Republic day is celebrated every year to inculcate patriotism and to commemorate the country's independence from British colonial rule. Every year the institution motivates all to participate in the celebration of Independence Day and Republic day.

International Women's day which falls on 8th March is aboutcelebrating a woman's success and raising awareness against bias.Women Entrepreneurs, students, faculty, social workers are honored with awards to encourage their contributions to the society.

Engineer's Day is celebrated every year by the institution. Eminent Engineers are honored on the occasion and various technical events are conducted. School Teachers and Polytechnic teachers are honored on Teachers day to appreciate their efforts towards nation building.

Awareness on women rights, sexual harassment, road safety, fire safety, green initiatives of state and central government are done by organizing rallies, seminars, tree plantation drives, etc.

Pongal celebration the harvest festival of Tamilnadu is celebrated every year in the month of January. Iftar is celebrated every year to bring religious harmony. Tamil new year, Telugu new year, Holi and Onam are celebrated to create understanding of various cultures and to develop tolerance and harmony.

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

**7.2 - Best Practices**

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

To fulfil the vision of MSAJCE , we provide the following so that the students can face the challenges in the industry and the society

- Technology Based training : Provides Holistic, multi-disciplinary skill-based education in the latest cutting edge technologies
- Career Development Activities : Nurtures the students in all-round sustainable development, for career and self employability, Inculcate innovation and entrepreneurial abilities,

To have a focussed and stress-free involvement of students both in academics and training, the activities are split into two separate sessions such as Forenoon – Academics only and Afternoon – Training & Practices, within the college regular working hours.

Salient features:

- Skill-based training provides holistic education to develop skills, knowledge and values through well-structured curriculum and hands-on training within the college working hours
- Students are given an opportunity to work on live industry projects/consultancy works.
- Provides inclusive technical education so that a deserving student is not denied an opportunity solely on socio economic constraints
- Provides prerequisite training for building and developing competencies such as soft skill, aptitude, attitude for the placement.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://msajce-edu.in/uploads/aqar/2022/7.2.1/7.2.1MainPage.pdf |
| Any other relevant information | https://www.msajce-edu.in/uploads/naac/bestpractices.pdf |

## 7.3 - Institutional Distinctiveness

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

To contribute towards the socio economic development of the society, the college has initiated many activities under Institutional Social Responsibility (ISR).

- Classes are taken for government school students in the subjects like mathematics, physics, chemistry and computer science, where adequate teachers are not available
- Hands-on Training is provided to create awareness in Science & Technology development among school and polytechnic college students in niche areas such as 3D printing, Robotics, Non-Destructive Testing (NDT), Mobile App and Game development
- Motivational talk, life skill programs, stress management by experts are arranged to school students at their premises
- Furniture's, computers and books are given to needy government schools in the vicinity of the college
- Scholarships are given to meritorious and economically backward students from rural area for admission into the college
- Best teachers from schools and polytechnic colleges are honoured every year in teacher's day celebrations
- Four villages are adopted under Unnat Bharat Abhiyan and various activities are initiated such as conducting survey, medical camp, vaccination drive, village cleaning and training for unemployed youth.

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | [View File]() |
| Any other relevant information | [View File]() |

## 7.3.2 - Plan of action for the next academic year

**To get autonomous status in the next acdemic year.**

**To get anna University Research Centre for eligible departments.**

**To get MSME host Institute recogntion for incubation.**