



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		P. R. ENGINEERING COLLEGE
Name of the head of the Institution		Dr. S. NITHYANANDAM
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		91436226694
Mobile no.		9894590137
Registered Email		principal@prec.edu.in
Alternate Email		precmanager@gmail.com
Address		THANJAVUR-TRICHY HIGHWAYS, VALLAM
City/Town		THANJAVUR
State/UT		Tamil Nadu
Pincode		613403
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Mrs .A .AMUDHA
Phone no/Alternate Phone no.	91436226694
Mobile no.	9894756180
Registered Email	iqac@prec.edu.in
Alternate Email	a_amudha@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.prec.edu.in/assets/uploads/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.prec.edu.in/assets/uploads/A CADEMIC-CALENDAR-2018-2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	3.02	2017	12-Sep-2017	11-Sep-2022

6. Date of Establishment of IQAC

01-Jun-2015

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Meeting	09-Jul-2018 1	15

IQAC Meeting	03-Oct-2018 1	15
IQAC Meeting	07-Jan-2019 1	15
IQAC Meeting	09-Apr-2019 1	15
Workshop on	02-Mar-2019 14	48
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

? Encouraged the students and staffs to take up NPTEL course to improve their technical knowledge.

? Annual academic Audit to monitor and ensure the quality of student's activities, department activities and staff members.

? Soft skill programmes and seminars for students proposed by IQAC have helped significant increase in placements.

? Periodical meetings with staff members to formulate the plan and implementation of action plans.

? HOD's would implement and monitor the processes within their department to maintain the level of desired quality and would strive to continuously improve them. Further they would communicate with IQAC each of the issues if any, with regard to quality and would initiate all measures to implement the strategic directives given by the IQAC.

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

Plan of Action	Achievements/Outcomes
Motivate the students to take up NPTEL course to improve their technical knowledge.	Students have completed NPTEL course during 201819.
Soft skill and CRT programmes	Substantial increase in placements
Motivate the students to present papers in national conferences.	Students to presented papers in national conferences in various Engineering colleges.
To conduct Internal IQAC Audit and Internal Academic Audit for all the departments.	Systematic examination of a quality system was carried out for all departments by an internal quality auditor and an audit team.
Annual stock verification and ensure the working condition of equipments	This imitative has facilitated the departments to evaluate their own infrastructure and proper maintenance of laboratories.
Guest Lectures and Workshops	Students could understand the advanced topics and present technical papers in workshop/conferences.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Council	06-Oct-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2019
Date of Submission	09-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • Fully computerized office and accounts. • Online admission process for UG PG Students along with online payment facility. • Implemented SMS dissemination gateway system for internal stakeholders of the college. • Preparation for online Web Portal for student internal marks. • The relevant information to the public, stake holder is given through our institution website www.prec.edu.in.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Curriculum delivery is planned and delivered to attain the Program Outcomes (POs) identified by each of the programs/departments. Further the content to be delivered is designed to address attainment of Program Specific Outcomes (PSOs) detailed by the departments. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as a. Chalk and Talk method b. ICT-enabled teaching-learning method. c. Use of different softwares. d. Use of Scientific models and charts for effective lecture delivery. e. Distribution of class notes by teachers. f. Group discussion amongst the students during the class. g. Micro-teaching and seminars by students related to curriculum. h. Paper presentation by the students. i. Proper and adequate instrumentation facility is given to the students for their practical classes. j. Need based survey programmes, field works and educational excursions are carried by the departments. k. Project work, dissertations are conducted for fulfillment of their degrees. l. Seminars and special talks by experts are also arranged regularly for advance studies. In order to enhance quality in teaching and learning, students are encouraged to participate in MOOC like NPTEL, CDEEP etc. to expose them to recent trends in the technology. A well designed evaluation system involving assignments, tutorials, internal assessment test (continuous evaluation) have been in place to keep track on the improvement of the students. Remedial and tutorial classes are also conducted based on requirement. We have a very rich central library with open access system and many departments have their rich Departmental libraries too for the benefit of the students. A good number of Journals (Science, arts and commerce) are subscribed by our college. College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Data analytics		09/07/2018	90	Employability	YES
Green Computing		09/07/2018	90	Employability	YES
Advanced surveying total station		20/07/2018	90	Employability and entrepreneurship	YES
Disaster management and first aid training		20/07/2018	90	Employability and entrepreneurship	YES
STAAD.pro		18/01/2019	90	Employability	YES
MATLAB for Electrical engineering		04/08/2018	90	Employability	YES
Testing of VLSI Circuits		04/08/2018	90	Employability and entrepreneurship	YES
Embedded Systems		20/07/2018	120	Employability and entrepreneurship	YES
VLSI Design and Image Processing		18/01/2019	120	Employability and entrepreneurship	YES
Confidence Building		18/01/2019	120	Employability	YES
HQAC		20/07/2018	120	Employability	YES
NDT		20/07/2018	120	Employability	YES
3D PRINTING		18/01/2019	120	Employability and entrepreneurship	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BE	ECE	02/07/2018
BE	CSE	02/07/2018
BE	CIVIL	19/12/2018
BE	EEE	19/12/2018
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BE _d	CIVIL	02/07/2018
BE	CSE	02/07/2018
BE	ECE	02/07/2018
BE	EEE	02/07/2018
BE	MECHANICAL	02/07/2018
ME	COMMUNICATION SYSTEMS	02/07/2018
MCA		02/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	50	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BE	ECE	7
BE	EEE	10
BE	CSE	4
BE	MECHANICAL	4
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
Feedback is being obtained to evaluate the performance of the faculty inside the class room by his/her students twice during each semester. 1. Mid semester feedback and 2. End semester feedback. The Mid semester feedback is obtained during middle of every semester and the end semester feedback is obtained during the final weeks of the semester. The feedback would be analysed for both the academic performance and the interpersonal relationship criterion of the

faculty competence as visualised by the student perception. The reasons for the said performances are identified by the individual faculty/department/institution and actions are strategized to eliminate the causes of disruption. The actions are implemented subsequently. A feedback to evaluate the facilities provided by the institution and the ambience provided for student centric learning is obtained at the end of the program every year from the outgoing final year students. The results are analysed, corrective and preventive actions are initiated to overcome any flaw/s indicated by the said feedback. Also feedbacks are obtained from alumni towards their possible contribution to curriculum development/curriculum enlargement/enrichment, to support our students in employment and creating an awareness of expectations of the industry in fresh graduates. The obtained feedback is analysed and the action taken report is prepared and corrective actions are implemented subsequently.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BE	CIVIL	60	17	10
BE	CSE	60	33	22
BE	ECE	120	20	7
BE	EEE	60	8	6
BE	MECH	60	25	21
MCA		60	68	60
ME	COMMUNICATION SYSTEMS	24	5	3

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	328	104	69	13	3

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
85	85	5	7	1	5
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

- A batch of twenty students is assigned to one faculty member who would be officiating as a mentor/counsellor.
- The mentors are responsible for academic progress and psychological wellbeing of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required. Mentor continuously tracks the mentee attendance details and academic performance.
- Every student will be counselled at least three times by the faculty counsellor every semester. Issues which can be resolved at the faculty level would be taken care off and those beyond their capability will be referred to higher authorities for resolutions.
- The counselling would be centred around issues pertaining to student performance in academics, overall development of their personality by getting trained in soft skills and English language competence, specific skill set training to be managed by students for better career prospects apart from any specific personal issues which might be affecting their progress.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
411	85	1:4

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
85	85	0	0	21

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. TTM. Kannan	Professor	Certificate of Excellence in Reviewing (International journal for innovative research in Science)
2018	Dr. S. Nithyanandham	Principal	Best Teacher Award (PREC)
2018	Dr. TTM. Kannan	Professor	Best Researcher Award (PREC)
2018	Mr. P, Vijayakumar	Associate Professor	Best Teacher Award (PREC)
2018	Mr. R. Tamizhselvan	Associate Professor	Best Teacher Award (PREC)
2018	Mr. M. Abdul Ghani Khan	Vice Principal	Best Teacher Award (PREC)
2018	Dr. A. Rijuvana Begum	Professor	Best Teacher Award (PREC)
2018	Mrs. P. Geetha	Associate Professor	Best Teacher Award (PREC)
2018	Mrs. D. Vinotha	Assistant Professor	Best Teacher Award (PREC)

2018	Mr. Raja Raja Cholan	Assistant Professor	Best Teacher Award (PREC)
2018	Mrs.P Renuka Devi	Assistant Professor	Best Teacher Award (PREC)
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BE	103	I SEM	11/01/2019	13/02/2019
BE	103	III SEM	15/11/2018	16/01/2019
BE	103	V SEM	23/11/2018	16/01/2019
BE	103	VII SEM	29/11/2018	16/01/2019
BE	104	I SEM	11/01/2019	13/02/2019
BE	104	III SEM	15/11/2018	16/01/2019
BE	104	V SEM	01/12/2018	16/01/2019
BE	104	VII SEM	29/11/2018	16/01/2019
BE	105	I SEM	01/11/2019	13/02/2019
BE	105	III SEM	15/11/2018	16/01/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution has adopted an Outcome Based Education (OBE) system. The faculty evaluate the levels of examination questions set by the university for Semester End Examination and identify the gaps to be made up to meet the requirements of Course Outcomes (COs). The gap is made up through the internal assessment tests. Also the faculty in each subject supplement the content together with assignments to be completed by students to augment the prescribed syllabus so as to meet the requirements of Program Outcomes (POs). Hence a continuous effort is being exercised to add value to our students and prepare them to meet the current needs of the industry. To administer uniformity for conduct of internal assessment tests which incidentally would be accountable for measurement of Course Outcomes attainments and hence Program Outcome attainments, a system akin to conduct of university semester end examinations has been implemented in this academic year.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared by the Academic Advisory Council. The council decides the requisite number of working days and contact hours per semester. The detailed schedule for various academic activities is presented in the academic calendar in consultation with the academic schedule published by the Anna University. The academic calendar is issued to all students and also published in the Institution website prior to the commencement of the classes in every semester. It provides the academic plan to students, teachers and parents. Faculty are strictly adhering to the Academic Calendar with regard to course delivery, class tests etc. Some of the details available in the academic

calendar are dates of start and end of course delivery for each unit of the courses, preparation of the comprehensive lesson plan for the semester by individual faculty members, dates for Submission of Assignments /Project Report/Thesis, Schedule for the periodical tests such as Cycle TestI,Cycle TestII and Presemester examination, Schedule of activities such as Conference, symposium, guest lectures, seminars, workshops, sports and cultural events, last working day, duration of study holidays and Government holidays. Students Handbook containing the details such as Institution's Vision and Mission, Admission requirements, Academic regulations, Institution's values are provided to the students at the beginning of first semester.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.prec.edu.in/assets/uploads/peo.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
103	BE	CIVIL	33	9	29
104	BE	CSE	14	9	64
106	BE	ECE	9	4	44
105	BE	EEE	10	4	40
114	BE	MECH	51	31	62
621	MCA		12	12	100
403	ME	COMMUNICATIO N SYSTEMS	2	2	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.prec.edu.in/assets/uploads/SSQ.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	90	TNSCST7500	7500	7500
Any Other (Specify)	30	TNSCST	7500	7500

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative

practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on "MODERN NDT TECHNIQUES"	MECH	24/07/2018
Seminar on "RECENT TRENDS IN CIVIL ENGINEERING"	CIVIL	27/07/2018
Seminar on "INDUSTRIAL AUTOMATION AND ROBOTICS"	ECE	14/08/2018
A national level technical symposium (VIDHYUT 2K18)	ECE	23/08/2018
Workshop on "NEW TRENDS IN BUILDING ESTIMATION"	CIVIL	17/09/2019
Workshop on "MEMS AND NANO TECHNOLOGY"	ECE	19/09/2018
Seminar on "CONFIDENCE BUILDING MEASURES AND ENTREPRENEURSHIP SKILLS"	ECE	04/10/2018
A national level technical symposium (SCULPTORS 2K18)	CIVIL	04/10/2018
Seminar on "ELECTRONICS AND ITS APPLICATION IN INDUSTRIES"	ECE	29/01/2019
Seminar on "EMBEDDED ARM CONTROLLER AND ITS APPLICATIONS"	ECE	08/02/2019
Workshop on "PROJECT WORK SELECTION DOCUMENTATION AND PUBLICATION"	ECE	02/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
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No Data Entered/Not Applicable !!!

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	40	10	27
Presented papers	5	16	3	0
Resource persons	0	5	3	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Sad Bhavana Diwas	PREC	10	100
Create Awareness about heat stroke	PREC	8	120

among Students			
International Women's day	PREC	70	300
Drug awareness rally at Thanjavur Junction	Collector Office Thanjavur	10	100
Computer Hardware Interfacing Components Display Assembling	Govt. Boys School, Vallam	2	10
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Student Project Scheme (ECE)	State level	TNSCST	3
Student Project Scheme (ECE)	State level	TNSCST	4
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	PREC	Campus cleaning	10	100
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work	Project	BSNL	02/01/2019	29/03/2019	21
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
BSNL	06/07/2018	Project	21
Ever Shine Institute of Testing and training, Trichy.	29/06/2018	Internship, Guest Lecture, Industrial Visit	10
Sun Engineering, Pudukkottai	24/08/2018	Workshop, Seminar, Guest Lecture, Inplant Training, Industrial Visit	10
SAI CADD Academy, Dindugal	24/08/2018	Workshop, Seminar, Guest Lecture, Inplant Training, Industrial Visit	10
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3000000	2715181

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
AUTOLIB	Fully	5.1	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24603	7380910	4112	1233600	28715	8614510
Reference Books	2294	688208	249	74700	2543	762908
e-Books	0	0	9000	40000	9000	40000
Journals	0	0	100	325000	100	325000
Digital Database	0	0	0	0	0	0

CD & Video	1431	50000	0	0	1431	50000
Library Automation	0	75000	0	0	0	75000
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	40	50000	0	0	40	50000

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	369	8	100	1	2	4	5	100	4
Added	0	0	0	0	0	0	0	0	0
Total	369	8	100	1	2	4	5	100	4

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2350000	2305874	5100000	5083497

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institution has a number of policies procedures and practices to govern its operation. They provide guidance to members in a number of academic areas. The maintenance and cleaning of the classrooms and furniture are done with the

efforts on the nonteaching staff. The Institution has adequate number of computer with internet connections. Utility software is distributed in all the locales like office, laboratories, library, departments etc. As per the rules and policies of the institution, all the stakeholders have equal opportunity to use these facilities. The ICT smart classrooms and all those computer related facilities are maintained by the technically skilled experts appointed by the management. The management understands the external and internal stake holders of the Institution uniting the vast campus regularly. Maintaining supporting facilities in the campus requires meticulous system. The Institution has a comprehensive policy to maintain the infrastructure periodically. Hence, the management allocates sufficient funds for the maintenance of the physical academic and support facilities

A) Procedure for Utilization of Support facility:

I. Sports complex:

1. The student can use any of the support facility available with the Physical Education by making a requisition in writing for the same in advance.
2. Upon receipt of the letter the Director, Sports Academy confirms the availability and the department/ college can make use of the specific facility.
3. The management has appointed a lady physical director to look after the sports activities of the girls.
4. The Institution has a large ground which has a separate court for Cricket, Kabbadi, Volley ball, Basket ball and other sports activities.

II. Utilization and maintenance of Laboratories:

1. Separate Laboratories are to be allotted for classes based on a timetable.
2. Standard Operational Procedures for handling various chemical, equipments and instruments are to be strictly followed
3. Consolidated Stock register is to be maintained and updated regularly.
4. Consolidated Stock verification and inspection has to be carried out by the Parallel heads at the end of the Academic Year.
5. Old and outdated equipment, and instruments should be discarded by following the standard procedure.
6. Any deviation/discrepancy in any of the above is to be brought to the notice of the Principal immediately.

III. Utilization of Library:

1. Every student must procure a Library Card within one week of taking admission.
2. This library card can be used for issuing two books every week.
3. Non return of Library book on time will attract the applicable fine.
4. Every student can access online journals and magazines through computer terminals available in the E Library.
5. The student must scan Identity card and sign in the register upon arrival in the E -Library.
6. Students can access the books available on the college intranet server from any computer terminal in the college campus.
7. All college students are free to use the central reading rooms available in the campus, which are open from 8.00 a.m. to 10.00 p.m.

<http://prec.edu.in/assets/uploads/PIMP.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	PRIME MINISTER SCHOLARSHIP FIRST GRADUATE SCHEME AADHI DRAVIDER WELFARE SCHEME	212	4913655
b) International	0	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial coaching	22/08/2018	83	PREC STAFF
Remedial coaching	23/08/2018	83	PREC STAFF
Remedial coaching	07/02/2019	83	PREC STAFF
Remedial coaching	28/02/2019	83	PREC STAFF
Bridge courses	02/08/2018	36	PREC STAFF
Bridge courses	21/01/2019	36	PREC STAFF
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Gate 2019 Carrier Counselling	37	31	0	10
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
SPIC , Thoothukudi ISHA Homes, Chennai Green Square Engineering Contractors CMS IT Services Triway Learning Academy Leospot Inte	68	26	SAI Designer , Thanjavur M.I.V Construction, Trichy B.G.C Construction, Thanjavur SYRMA Technology, Chennai SURABI Electronics, Thanjavur Karthik	48	18

International SKY LINE Infrastructures ,Coimbatore TVS			Associater, T hanjavur VRS Pvt Ltd.,		
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	2	B.E.,	Mechanical Engineering	ANNA UNIVERSITY	M.E.,
2018	2	B.E.,	CSE	PRIST UNIVERSITY	M.TECH
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
GATE	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports 2k18	Intra Departmental Level	175
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution has a practice of identifying student representatives for each class and nominates them to the student ambassador. The student ambassadors are adopted for different administrative bodies. The student ambassador is responsible for conduct of many an activity in the campus including curricular, cocurricular and extracurricular activities. The activities would be supported by the participation of all the faculty members.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes the institution has an active registered Alumni association, the registration is renewed every year. • The members meet at least once in a year and discuss all the issues pertaining to the development of the institution both academically and otherwise. • The Alumini association meeting is conducted to strengthen the relationship of the Alumini with the faculty members and the pursuing students. • The institution arranges lectures by alumni in different departments so that the students can be motivated to prepare themselves for careers in an environment of global competition.

5.4.2 – No. of enrolled Alumni:

3500

5.4.3 – Alumni contribution during the year (in Rupees) :

1225000

5.4.4 – Meetings/activities organized by Alumni Association :

Once in a year

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution as already indicated promotes participative management. Various different committees at institutional levels and departmental levels are responsible for planning and executing many operational procedures in the institution. The institution firmly believes that achievement of quality is every employee's business and everyone in the institution has a stake in contributing towards achievement of excellence. Every employee at all levels has an opportunity to contribute his/her innovative ideas leading to improved processes and hence higher quality results. This is achieved through the committees operating at strategic (Principal), midlevel (HODs) and operational (Departments and cells) levels of management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The curriculum is prescribed by the parent university Anna University (AU). The curriculum undergoes a revision once in four years. The institution encourages our faculty / department to contribute to enrich the curriculum during the course of its revision. This is carried out by communicating to the university during the process of preparing and finalising the revised / new curriculum. Further the institution captures the data pertaining to curriculum / syllabus by obtaining a wellarticulated feedback by the alumni once a year as well as the students

during the final year of their course. The consolidated recommendations are forwarded to the university to be used in enlarging, enriching and updating the content to meet the current trends in the industry.

Teaching and Learning

Teaching learning process are ICT enabled and faculty make use of LCD projector/ smart board / video lectures/ field visit / industrial visits for effective course delivery. There is an increasing usage of NPTEL and other innovative methods, by the students and faculty. An exclusive centre for promoting Teaching Learning performance, by name 'Centre for Development of Teaching Learning' (CDTL) conducts several seminars/workshops for faculty members to enhance their teaching ability. Another Centre named 'Centre for Knowledge Management' (CKM) conducts training programmes for faculty on usage of web tools for effective teaching. Course materials in an easytolearn model are prepared as econtent and is sent to students email ID. In addition, students are provided with Question Bank and previous years University exam question papers for their benefit. Also, students can access the Net and also effectively use the library for enriching their knowledge. In order to enhance the quality in teaching and learning, students are encouraged to participate in MOOC like NPTEL,CDEEP etc to expose them to recent trends in the technology.

Examination and Evaluation

As per Anna university rules regulations, University examinations evaluations work is done.20 of weightage given to internal evaluation and 80 of weightage given to external evaluation.

Research and Development

- ?Constitution of Institution Research Committee.
- ?Management seed money for research.
- ?Incentives and rewards for research publications.
- ?Financial assistance to faculty and students for paper publications in peer reviewed journals and paper presentations in International Conferences.
- ?Subscription made for print and ejournals in all disciplines.
- ?Good Lab facility for carrying out research projects and consultancy services.

Library, ICT and Physical Infrastructure / Instrumentation	Online Journals subscribed NTLIST, EBSCO, JGATE, eShodh Ganga, eShodh Sindhu, DOAJ. Provision for wifi facility in the campus for use of the elearning resources. Separate internet connection in the library to access the e resources.
Human Resource Management	<ul style="list-style-type: none"> • The Institute appoints adequate number of qualified faculty through the procedure of open advertisement and interview by internal expert committee. • Motivating and facilitating the faculty members to participate in Refresher Orientation courses. • The management contributes an amount equal to the employee share for EPF with pension scheme and group insurance. • Self appraisal of the teachers through maintenance of Academic Diary. • Medical leave provision is given to the faculty and staff members based on the request.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • MOU with BSNL • MOU with Ever Shine Institute of Testing and Training, Trichy • MOU Sun Engineering, Pudukkottai • MOU with SAI CADD Academy, Dindugal • MOU with FACE TRG.
Admission of Students	Admissions are made upon the basis of Tamilnadu Engineering Admissions single window system procedure for the government quota students and through the consortium of self financing engineering colleges for the management quota students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Implemented SMS system for dissemination of information to all stakeholders.
Administration	The administration of office dealing with students, faculty, admissions are fully computerized. Submission of PF related documents through EPF portal.
Finance and Accounts	The institution has been using a ERP software to maintain and manage the inflow and outflow of the finances.
Student Admission and Support	<ul style="list-style-type: none"> • Online admission including online payment gateway. • Maintaining student's database through software
Examination	The institution in collaboration with Anna University has adapted online transactions for all the processes like

registering of students with AU for semester end exam, obtaining admission tickets generated on AU website. Even appointment of examiners for practical examination has been computerised mandated by AU, The results are announced online which are downloaded for analysis at the institution level.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	M.Saravanan	FDP on "Student Induction"	Management	1500
2018	D.Thulasiraman	FDP on "Student Induction"	Management	1500
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme on "Student Induction"	2	26/11/2018	28/11/2018	2
Short Term Course on CADD Based Modelling of Optical fibers Photonic devices for Communication Sensing and Industrial	1	10/06/2019	14/06/2019	5

Application				
Faculty Development Programme on "Data Mining" (NPTEL)	1	02/02/2019	05/04/2019	56
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
85	85	50	50

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • A suitable group insurance scheme is being introduced for the benefit of both teaching and nonteaching staff members. • Maternity leave facilities are being extended to the women faculty in accordance to the set rules and norms. • Sabbatical leave for faculty 	<ul style="list-style-type: none"> • Maternity leave for non teaching staff. • Tuition fee concession for the wards of non teaching staff • Tuition fee reimbursement for the wards of non teaching staff. 	<ul style="list-style-type: none"> • Anti Ragging Committee • Student Grievances cell

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<ul style="list-style-type: none"> • The Institution is having the mechanism for both Internal and External Audit. • All accounts related files are scrutinized by the Section Heads and Officers concerned before the files are processed for payment. The internal audit is being carried out by a team of internal auditors appointed by the Institution. The external audit is carried out by a statutory audit firm Chidambaranathan Co., Madurai. • The last external audit was done for the financial year 20152016 and there are no major audit objections.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	PRINCIPAL
Administrative	Yes	KALAYANASUNDRAM Co	Yes	PRINCIPAL

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Parent Teachers meeting were conducted in every semester
- Parents providing valuable suggestion for development of the institution
- Communicating views which the students feel shy to communicate directly to the teachers about the college and the department.

6.5.3 – Development programmes for support staff (at least three)

- Technical workshop to conduct lab as and when the syllabus changes.
- Refresher course on usage of software tools.
- Personality development program.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Various innovative teaching and learning methods are being practiced for enhancement of teaching leaning qualities.
- Teachers may be encouraged to acquire higher qualification through research.
- Collaborative linkages with industry and institutes of research may be undertaken.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	
c) ISO certification	Yes
d) NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on "MODERN NDT TECHNIQUES"	24/07/2018	24/07/2018	25/07/2018	30
2018	Seminar on "RECENT TRENDS IN CIVIL ENGINEERING"	27/07/2018	27/07/2018	27/07/2018	70
2018	Seminar on "INDUSTRIAL AUTOMATION AND ROBOTICS"	14/08/2018	14/08/2018	14/08/2018	40
2018	Workshop on "NEW TRENDS IN BULIDING ESTIMATION"	17/09/2018	17/09/2018	17/09/2018	70
2018	Workshop on "MEMS AND NANO TECHNOLOGY"	19/09/2018	19/09/2018	19/09/2018	40

2018	Seminar on "CONFIDENCE BUILDING MEASURES AND ENTREPRENEURSHIP SKILLS"	04/10/2018	04/10/2018	04/10/2018	40
2019	Seminar on "ELECTRONICS AND ITS APPLICATION IN INDUSTRIES"	29/01/2019	29/01/2019	29/01/2019	40
2019	Seminar on "EMBEDDED ARM CONTROLLER AND ITS APPLICATIONS"	08/02/2019	08/02/2019	08/02/2019	40
2019	Workshop on "PROJECT WORK SELECTION DOCUMENTATION AND PUBLICATION"	02/03/2019	02/03/2019	02/03/2019	48
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar Energy: Towards use of renewable energy, the institution maintains a solar energy illuminated block at library building, and is in the process of increasing more solarlighting system. The biogas plant is being installed using the canteen waste in the campus. The jetropha plants are being maintained, and their seeds are being studied for their biodieselyields, at student's project level. Roads are cleaned by brooms instead of water hose.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille	No	0

Software/facilities		
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	0	1	05/01/2019	67	PMKVYTI	Training candidate on job role: Domestic Biometric Data Operator	25
2019	0	2	05/01/2019	67	PMKVYTI	Training candidate on job role: LED Light Repair Technician	25
2019	0	3	05/01/2019	67	PMKVYTI	Training candidate on job role: Mason Tiling	25
2019	0	4	05/01/2019	67	PMKVYTI	Training candidate on job role: Plumber Pipeline	25
2019	0	5	05/01/2019	67	PMKVYTI	Training candidate on job role: Technician Street Light Solution	25

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<ul style="list-style-type: none"> • Use of renewable energy • Water Management • E-Waste Management • Tree Plantation Drive • Awareness in class rooms and campus by putting up energy saving and save water posters.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1

1. Title of the Practice "Students Followup System"

2. Objectives

- To monitor/counsel/followup each and every students' academic progression, a unique system by name 'Students Follow up System' is followed.
- To keep the complete details of the student in a single document called as, 'SFS Card', which serves like a ready reckoned of every student during his/her entire period of study.
- To enhance facultystudent relation, by way of counselling, guiding and helping the students to progress further.
- To make the parents/guardians aware of the performance and progress of their wards

3. Context

- Difficulty in meeting the parents of students, hailing from remote places, other states, other countries etc.,
- Challenge in explaining the SFS system to the parents with less educational background.

4. Practice

- Every teacher is allotted with 2030 students as SFSInCharge. The personal details of the students are recorded in the first page of SFS Card, during the time of admission.
- The academic performance of the students in the continuous internal assessment tests, pre semester examinations and end semester examinations are recorded for each semester.
- The performance of the students is informed to parents.
- At the end of every month, the attendance of the student during the semester is entered and if any alarming situation rises, the concerned student is counselled /warned by the respective SFSInCharges and subsequently, the parents are also informed thereof.
- If any student has to avail leave, he/she gets permission from their SFSIn Charges.
- The Head of the Department verifies the SFS card every month.

5. Evidence of Success

- Because of close monitoring and followup system, the students' academic performance has improved.
- The attendance percentage of students is appreciable.
- Good improvement in the code of conduct of students.
- Cordial relationship exists between staff, students and parents.

6. Problems encountered and Resources required

- Inability expressed by some parents to meet the SFSInCharges when called for.
- Updating of personal data due to lack of communication from students/parents.
- Resources required are dedicated telephone line, permanent internet connection, adequate and dedicated teaching faculty and stationery.

Best Practice - 2

1. Title of the Practice "Teaching Portfolio"

2. Objectives of the Practice

Teaching portfolio is an organized and systematic collection and compilation of documents used as evidence for teaching performance of a faculty. A teaching portfolio, thus, consists of a collection of documents and description of lecturers' roles and responsibilities, contributions, as well as achievements which demonstrate the scope and quality of their teaching. It also acts as an evidence of the various activities carried out in relation to the enhancement of teaching and learning, research and service. Hence, the teaching portfolio provides an opportunity to foster a culture of teaching excellence as it can be used as a source of information and evidence of teaching activities,

contributions and achievements. 3. The Context The teaching responsibility involves face-to-face interaction with students which is also generally termed as standup teaching. In carrying out the teaching responsibility, faculties are also engaged in a continuous process of developing and improving the curriculum through the process of implementing and integrating innovation and new teaching strategies to the existing curriculum. Faculties are encouraged to be creative and innovative in applying the various approaches, methods, techniques and strategies in their teaching. They are also encouraged to be creative and flexible in adopting the most appropriate learning taxonomy according to their respective area of specialization in order to achieve the intended learning outcomes. In addition to face-to-face teaching, a teacher is also involved in non-face-to-face interactions through online learning such as distance learning, blended learning, etc. Faculty need also to be involved in teaching related activities or non-teaching duties such as curriculum development, course design, instructional materials development, assessment of students' learning, supervision of students, and be part of academic and non-academic committees, etc. They are also encouraged to promote and share their expertise, new ideas and experiences in teaching and learning related activities such as by presenting papers in seminars and conferences, giving talks and conducting courses in their respective areas. In addition, faculties are expected to perform community services within and outside the Institution by engaging in community activities using their expertise and experiences in their areas of specialization. In providing a lifelong experience to the society, they often represent the institution by participating and engaging in community outreach program through various community activities. Over the years, faculty have amassed a collection of documents and record of their teaching and learning activities, accomplishments, services, contributions, awards, etc. in relation to the three main roles of teaching, research and community service. All the evidences should be compiled and organized in the form of a document which may be treated as a testimony of their continuous development, self enhancement and reflection of their teaching practices. A teaching portfolio encapsulates the faculty's craft, their contributions and achievements in an organized and a systematic way. 4. The Practice A teaching portfolio is an organized and systematic collection and compilation of documents used as evidence for teaching performance. A teaching portfolio, thus, consists of a collection of documents and description of faculty's roles and responsibilities, contributions, as well as achievements which demonstrate the scope and quality of their teaching. It also acts as an evidence of the various activities carried out in relation to the enhancement of teaching and learning, research and service. Hence, the teaching portfolio provides an opportunity to foster a culture of teaching excellence as it can be used as a source of information and evidence of teaching activities, contributions and achievements. The teaching portfolio documents a faculty's professional journey as evident in reflective activities and evaluation of a teacher's work throughout the process of teaching and learning. It may include the following information: • Record of teaching duties and responsibilities in the form of course information, lesson plan, time table, etc. • Record of teaching related duties and responsibilities such as supervision, academic advising, etc. • Description of instructional materials developed and used • Description of assessment methods employed • Samples of students' work Through the process of continuous reflection and self-evaluation, teachers can keep track of their performance over time. A teaching portfolio, therefore, is both a product and a process. As a product, it consists of a collection of documents and evidences of teaching performance and accomplishments, and as a process it involves the lecturer describing and reflecting on the teaching and learning activities as well as innovations towards effective teaching. In addition, a teaching portfolio is a tool that can be used to gauge an individual teacher's performance based on evidence of activities and accomplishments. • A teaching portfolio generally includes the

following information:

- A brief personal profile
- A teaching philosophy which outlines a statement of belief about teaching and learning
- A record of teaching duties and teaching related responsibilities
- A list of activities related to professional development i.e. courses and training attended to develop and enhance teaching and learning performance and effectiveness
- A written description of teaching development process in the form of reflection on teaching and ways to improve teaching and learning.
- A collection of evidence of teaching innovations and creativity in teaching and learning.
- A collection of documents of personal information and accomplishments which is useful as a reference for record of service, confirmation, promotion, extension of service, reappointment, award conferment, etc

5. Evidence of Success The success of this practice "Teaching Portfolio" lies in demonstrating the faculty's teaching credentials and teaching excellence to others in the form of documents and evidences related to teaching and learning. In addition, a teaching portfolio consists of a collection and description of a teacher's strengths and teaching achievements to suggest the scope and quality of teaching achievements and effectiveness. The teaching portfolio, therefore, enables teachers to be:

- Creative in their teaching approaches, methods and strategies
- Critical about their teaching practices
- Creative in developing and utilizing instructional materials
- Flexible in their assessment practices
- Resourceful by sharing teaching innovations with others
- Current in their teaching and learning activities by sharing, discussing, and disseminating information with colleagues and others.

A teaching portfolio, therefore, serves the following purposes:

- A ready and available comprehensive source of information and evidence of teaching performance and accomplishment.
- A document to demonstrate a variety of teaching and teaching related activities.
- An opportunity to reflect and evaluate own teaching as a means to continually improve teaching and learning and promoting selfimprovement
- A source of information on teaching and learning accomplishments for purposes of exchanging ideas and knowledge sharing with colleague, supervisors and others.

6. Problems Encountered and Resources Required While adopting this best practice we have not encountered with any of the problems which may affect the adoption of this practice.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.prec.edu.in/assets/uploads/Best-Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness The institution's distinctive characteristics in terms of addressing the needs of society, the students it seeks to serve, the institution's tradition and value orientations and its vision for the future are well defined by the mission statement of the Institution.

- To provide our students an education that enables them to be productive and fulfilled professionals throughout their career.
- To make our graduates to recognize that they acquire a high quality technical education.
- To make our graduates to attain full employment and practice successfully in the Engineering Technology profession.
- To make our graduates to remain technically current and to adapt to rapidly changing technologies through continuous learning and self improvement.
- To have the primary focus of teaching on strengthening the fundamentals of basic sciences and technical specialties with emphasis on designed methodologies, emerging technologies and problem solving approach.
- To achieve academic excellence through innovative student centric teaching -learning processes, research orientation and exposure to industrial /manufacturing processes.
- To establish networking with reputed institutes,

industries and RD organizations. • To be a more comprehensive institution in terms of the programmes offered. The Governing Council, Planning Monitoring Board and Academic Advisory Council are the important bodies of the institution. • Regular meetings of these bodies are held to plan programmes and discuss on important issues to take decisions in tune with the vision and mission of the institution. • The decisions taken in the meetings of Governing Council, Planning Monitoring Board and Academic Advisory Council are communicated to the faculty and students. • The vision, mission and objectives of the institution are communicated to the stakeholders by way of displaying them at all prominent places in the campus and by publishing them in the college prospectus, academic calendar and students handbook. Moreover the vision, mission and objectives of the institution are displayed in the institution website so as to communicate to all the stakeholders Student Innovation Park is one of the distinctive areas of our institute. Student Innovation Park The Student Innovation Park (SIP) is established to commemorate the five year completion Institution. The aim of this SIP is to nurture the innovative skills of the students and faculty of our Institution. It facilitates interdisciplinary research and innovations. Through this SIP, basic funding is provided to students having innovative ideas in the form of seed money to their proposed projects. SIP also provides resources for startups from students and faculty. The outcome of students innovative projects are being exhibited in this park. The ultimate focus of this SIP is to promote innovation culture among the students and to give due recognition to students who have come out with innovative projects. In future, a larger work space, a comprehensive inventory, ample guidance from faculty and senior students and the passion of the faculty and students involved in this SIP will be a great asset to this Institution.

Provide the weblink of the institution

<http://prec.edu.in/assets/uploads/ID.pdf>

8.Future Plans of Actions for Next Academic Year

- To establish exclusive Research Centre in the college.
- To Introduce "Early stage Research" Concept.
- To increase the Student Strength.
- To introduce value added course.