YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**T.J.S.ENGINEERING COLLEGE**
• Name of the Head of the institution	**Dr. J. PRAKASH M.E.,PhD**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**04427967602**
• Mobile no	**7373730006**
• Registered e-mail	**principal@tjsec.in**
• Alternate e-mail	**tjsivanandam@gmail.com**
• Address	**T.J.S ENGINEERING COLLEGE, TJS NAGAR, PERUVOYAL, NEAR KAVARAIPETTAI, THIRUVALLUR DISTRICT.**
• City/Town	**Gummidipoondi**
• State/UT	**Tamil Nadu**
• Pin Code	**601206**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Rural**

• Financial Status	**Self-financing**
• Name of the Affiliating University	**ANNA UNIVERSITY CHENNAI**
• Name of the IQAC Coordinator	**Dr. K. KAMAL BABU M.E.,PhD**
• Phone No.	**04427967600**
• Alternate phone No.	**04427967606**
• Mobile	**7373720182**
• IQAC e-mail address	**iqac@tjsec.in**
• Alternate Email address	**tjsivanandam@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	http://tjsec.in/wp-content/uploads/2022/03/AQAR-REPORT-2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://tjsec.in/academic-schedule/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.42**	**2019**	**14/06/2019**	**13/06/2024**

6.Date of Establishment of IQAC	**05/07/2019**

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
Mr.T.Kamalkumar	**Student Project Scheme**	**TNSCST**	**2020**	**7500**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of	[View File](#)

IQAC		
9.No. of IQAC meetings held during the year	3	
• 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. Continuous work progress to improve the institution's standards to international level through regular academic & administrative audits for standardization.

2. Participation in the creation of a learner-centric environment to encourage quality education.

3. Development and application of innovative practices in various programmes and activities leading to quality enhancement.

4. Development and application of quality benchmarks and parameters for various academic and administrative activities of the institution.

5. Made an open atmosphere to discuss the research and developments in industries through Faculties Mentor system.

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

Plan of Action	Achievements/Outcomes
To plan for more seminars and workshop in recent trends	More than 2 online workshops, 22 online webinars have conducted by the various departments.
Industry institute MOU's to enhance placements	There are seven MOU'S have signed with the industries through Department & Placement Cell.
National Level Quiz Competition 2020	Two National Level Quiz Competition have conducted by department of Mechanical Engineering.
Social Initiatives for local residence	Covid care center with food and accommodation for infected peoples. Student voluntaries for Covid vaccination camp conducted by the Tamilnadu government in and around the college locality.
Target Result for Anna University Semester Examinations	Odd Semester: Target Set: 90%; Target Achieved:100% Even Semester: Target Set: 90%; Target Achieved:100%
Target to be achieved for Placement	Target set for placement was 90% and the achieved was 77.67%
Online special classes for slow learners to improve the university result	Online remedial classes and retest were conducted to the slow learners.
Extended Support for National level Examinations through NTA	NEET 2020 have conducted at 13/09/2020

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	23/12/2020

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	11/02/2022

15.Multidisciplinary / interdisciplinary

The Vision of the National Education Policy, to provide high-quality education to develop human resources in our nation as global citizens, is well taken by the university. A discussion among the faculty members was initiated on the key principles of NEP such as diversity for all curricula and pedagogy with technological innovations in teaching and learning, encouraging logical decision making and innovation, critical thinking, and creativity. As per NEP, flexibility is provided to choose the Multidisciplinary /Interdisciplinary courses as electives. It can be said that the University/college is proactively working towards the implementation of the suggestions given in the NEP.

16.Academic bank of credits (ABC):

TJSEC is an official member of the National Academic Depository which is a government endeavour to offer an online repository for all academic awards under the Digital India Programme. From 2020 onwards, TJSEC is uploading students' mark sheets and degree certificates through the nad.digitallocker.gov.in platform. The National Academic Bank of Credits (ABC) portal has now been integrated into the nad.digitallocker.gov.in platform and is currently live for the academic year 2021. TJSEC follows a choice-based credit system for all of its programmes and is now in the process to pass a resolution related to the ABC in the Academic Council. TJSEC will formally register in the ABC portal as soon as the resolution is being approved by the higher academic bodies.

17.Skill development:

- Inculcate the passion and spirit among students to pursue entrepreneurship.
- To spread the knowledge about entrepreneurship through guest lecturers etc.
- Motivate students to develop their own start-ups.
- Identifying the brightest ideas and giving them one platform and convert them.
- MSME BUISNESS INCUBATOR – APPROVED INSTITUTION
- NIESBUD Empanelled Institution for the PRADHAN MANTRI YUVA YOJANA (PM YUVA) Scheme
- EDII TN authorized Spoke College under Anna University for the

IEDP PROGRAMME

- EDII, Gujarat given a Grant of Rs. 2.8 lakhs to TJSEC for the Entrepreneurship Awareness Camp programme under DST-NIMAT scheme.
- PM YUVA YOJANA scheme given a grant of Rs. 66500 for Faculty development Programme on Entrepreneurship
- As a part of Consultancy work Rs.3,75,000 subsidiary amount received from DIC, Thiruvallur for S.P. Minerals, Uthukottai.
- Our Placement and Training Cell offering Career Development Program for the students who are raring to enter the corporate world and introduce them to the prospective employers according to their aspirations and background. The Training programs have been formulated after a thorough analysis of unique requirement of various companies as the required skills will vary according to the company's requirement. We impart this training program with the help of reputed training Institutes. They enable our students to gain a competitive edge in the recruitment process, groom their confidence and develop their personality. The training modules will be formulated to improve our students' skills like:

- Presentation Skills
- Presentation Skills
- Interpersonal Skills
- Personal Grooming
- Brain Strain
- Aptly Reach
- Speed Mathematics
- Logical Reasoning
- Inference
- Deciphering the Matrix
- Verbal Reasoning
- Situational Conversation
- Team Building
- Creativity
- Group Discussion
- Planning & Goal Setting
- Time Management
- Sentence Construction
- Personnel Counseling
- Motivational Talk

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

- Our students are all given the opportunity to explore their

- passions in sports, languages, technologies and arts. Many activities during the college days are intended to keep the students active and interested.
- The objective of the committees is to deliver training and guidance to the students on the numerous aspects of building a profession and to assist them in discovering new opportunities.
- The committee invites companies / organizations for campus interviews and provides them required facilities for conducting written test, group discussion, Technical and HR interview.
- The committee also organizes industrial visit and in plant training regularly to enlighten the students with commercial exposure in the industrial environment and the real world.

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

ANNA UNIVERSITY, CHENNAI AFFILIATED INSTITUTIONS

PROGRAMME AND COURSE OUTCOMES FOR ALL PROGRAMMES OFFERED BY THE INSTITUTION ARE STATED AND DISPLAYED ON WEBSITE AND COMMUNICATED TO TEACHERS AND STUDENTS

The institute has formulated well-defined Vision and Mission statements and in correlation with this, each department formulated its own vision and mission statements that have been approved by the department Advisory Committee (DAC). The department adopted the Programme Educational Objectives (PEOs), Program Specific Outcomes (PSOs) for each programme outcomes (POs) and course outcomes (COs) for all the courses in the curriculum framed by University. In the Department Advisory Committee (DAC), all outcomes are analyzed and approved. The approved Statements are published in the Institute Website and communicated to Various Stakeholder.

The respective subject faculty expatiate the course outcomes to the learners. The objectives and outcomes of each topic are expatiated to the learners for the betterment and to get the confidence to take up the university Examination.

Programme Outcomes (POs) and Programme Specific Outcomes (PSOs):

Articulation of PSOs and identification of the knowledge/Skill/Attitude Level were done through sequence of meetings based on the suggestions from stakeholders.

Course Outcomes (COs):

Articulation of COs based on revised bloom's taxonomy and identification of the Knowledge/ Skill/Attitude Level were framed by course handling faculty with the suggestion of course coordinator. COs are mapped with POs / PSOs by course handling faculty with the suggestions of the course coordinator. Verification of compliance for attaining the POs/PSOs is done in the Department meeting for all courses.

Teachers are aware of Programme outcomes and course outcomes by attending different programs arranged by the institution. Faculties are oriented by many workshops and seminars on Outcome Based Education (OBE). Faculty members have attended many programs related to Outcome-based Education.

 If there is any non-compliance, then DAC identifies the slightly Supported POs/PSOs. Based on the recommendations of DAC, additional COs and activities to support POs/PSOs are framed. Content beyond the syllabi/Virtual Lab Experiments/Co-Curricular Activities for better compliances were approved by DAC. Recommendations of DAC for better compliances were implemented by the course handling faculty in Teaching-Learning Process.

The mechanism for dissemination:

- The process for publication and dissemination of the stated vision, Mission of the Institute/ Department, POs/PSOs/PEOs/COs of the programme are carried out by the listed mechanism:
- Website: Vision, Mission, POs, PSOs, PEOs and COs are published on the college website.
- Posted Location: Banner is exhibited in the main floor of the concerned department. They are also prominently displayed on the Department Notice Board.
- Catalogues of the Department: The Catalogues are disseminated to all the stack holders of the program through faculty meetings, Parents meetings, News Letter, Alumni meetings, and Conferences.
- Curricular Books and Department Publications: Vision and Mission are published in the Practical Observation, Record Note, Handbook, Faculty Log book, Department Magazine and Newsletter.

20.Distance education/online education:

The development and use of technological tools for teaching learning activities towards the blended learning:

Teachers make best use of the technology in their teaching process during the academic year due to severe pandemic. Teachers have the knowledge and skills to use new digital tools to help all students achieve high academic standards in this situation. WhatsApp group for each classes are created for better and swifter communication. Platforms like Gmeet, Zoom meet, Google Class Room (GCR) are used for taking online lectures as well as practical class. Power point presentations, you tube videos are used as an effective and relevant way of teaching during pandemic. It is an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database.

The departmental teacher also prepared e-cotent using GCR and uploaded the link in the college website for easy access of the students, sometime Teachers share reading materials, short notes, e-books over different media like Google Classroom, E-Mail, WhatsApp group also. Some teachers use and share E-books which are very useful for the students. All the examinations were conducted in blended mode. Teachers were given online training for taking lectures online on Google Meet, Zoom etc.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	313

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

2.Student

2.1 Number of students during the year	536

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	50

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**217**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**127**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**127**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**38**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**423.32452**
4.3 Total number of computers on campus for academic purposes	**495**

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

The Anna University prescribes the academic schedule for every semester that should be followed by the affiliated Institutions. Based on this schedule, academic calendar is prepared with all the details of commencement of the class, tests, completion of syllabus, and tentative dates for University practical and theory exams, total number of working days and details of holidays which is made available to the students and faculty.

The academic calendar prepared is circulated to all the faculty members and students individually before the commencement of each semester. This is helpful in pre-planning all the activities. The faculty members prepare the lesson plan for the subjects allotted in a standard format for each subject. In the Lesson Plan, the faculty member enters the Pass Percentage, Highest Mark and Class Average for the specific class for Previous Year and Target Value for Current Year. Lesson plan is submitted to the HoD.

After verification, it is returned to the faculty member by the HOD. Faculty members maintain the lesson plan in their course file. This plan forms the basis for the delivery of the allotted subject. The Faculty members are constantly motivated and encouraged to adopt innovative approaches in the classroom.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://tjsec.in/wp-content/uploads/2022/04/2020-21-ODD-SEMExcept-I-sem-Lateral-1.pdf

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

The college adheres to academic calendar provided by Anna University. Based on this academic calendar, the institution prepares the academic calendar/ Calendar of Events which includes the dates of commencement, completion of syllabus, schedule of internal exams, Working days, teaching days, internals marks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc. As per the academic calendar and guidelines of the University, Timetable is prepared by senior faculty and after approval from respective Heads of the

department & Principal it will be circulated to all the faculty members and students before commencement of the semester. Calendar of Events and Timetable both published on website of the college. Internal Assessments are conducted as per the calendar of events. For implementation of Internal Assessment Process, Examination committee is formed at college level which monitor overall internal assessment process. Continuous Internal Assessment review is taken by the Principal regularly. In addition, IQAC team conduct internal audit to verify the compliance to academic calendar/ calendar of events with documentary evidence.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://tjsec.in/wp-content/uploads/2022/04/2020-21-ODD-SEMExcept-I-sem-Lateral-1.pdf

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **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**

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

7

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)

12

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

479

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 Institute has made all efforts to build healthier working environment with respect to issues related to Gender, Environment and Sustainability, Human values and Professional Ethics into the curriculum.

1 Gender To prevent sexual harassment at workplace and to empower

the women employees, the Institute has constituted 1) Anti-Sexual Harassment committee. Equal opportunities are extended to all in every aspect of teaching and learning in the Institute as it believes that gender discrimination is a crime.Students of both genders holistically participate in various co curricular activities organized in house & outside the Institute. Every year the Institute is organizing woman's day celebration to respect the women force at all levels.

2 Environment and Sustainability

Students are given ample opportunity to learn about the climate change and potential hazards of climate change. Various extension programme are being organized by TJSEC NSS unit to create awareness among the rural community with respect to ecological balance and its importance.

3 Human Values and Professional Ethics

This course helps the students to gain knowledge, legal literacy and thereby to take competitive examinations. It helps the students to understand state and central policies, fundamental duties, electoral process, and functions of municipalities, and co- operative societies.

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

12

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

217

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	http://tjsec.in/feedback-form/
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   **B. Feedback collected, analyzed**

be classified as follows   **and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://tjsec.in/wp-content/uploads/2022/04/ONLINE-GRIVEANCEdrawio.drawio.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

50

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

50

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

The institution assesses the learning levels of student, after admission and organizes special programmes for advanced learners. For advanced learner's mini-projects such as robotics, glider and water rocket exhibitions. Basic classes on mathematics, physics and

computers science is given for slow learners. A bridge course for students is conducted over a period of 10 days, which we conduct as an induction programme based on the orientation programme guide lines given by AICTE. For slow learners many initiatives are taken throughout the year for continuous improvement, such as Tutorials, mind mapping techniques, evening coaching classes. Further students' academic performer are also measured and assessed through internal assessment exams, class room performance. If they are found lacking then the mentor system, initiate to conduct special coaching classes. Extended lecture hours, practical and project demonstrations (if needed) are used as tools to improve their academic ethics. Based on qualification examinations and internal assessment, the learners are identified and they are motivated by senior faculty members of the college to get university rank. They are many special programs conducted for quick learners as well as slow learners to improve academic and non-academic performance, placement higher studies, projects etc

File Description	Documents
Paste link for additional information	http://tjsec.in/guest-lecture/
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
536	127

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

The institution is determined to continuously improve the learning, problem-solving methodologies through a variety of activities such as ICT Academy for improving communication providing value-added courses and software programs. Apart from this many MOU's have been signed, so that the students can get benefited of practical learning capability and real-time problem-solving methodologies in an industrial environment. Some of the firms that signed MOUs for the

academic year 2020-21 are Zrae Global, NestLives Pvt Ltd, Power Lab Instruments, Maruthavalli Ammal Industrial school. Similarly, all programs have their own specific MOU's. Centre of excellence such as IBM, AUTOCAD in the campus also contributes enormously towards the student-centric methods of learning.

Industrial visits, In-plant training, and Internships have played a vital role in the tremendous amount of exposure given to students on problem-solving. Project works and model making are encouraged by the management and for axial, logistical support is extended to students at all levels. Tutorial sessions serve as a vital tool in understanding the problem-solving methodologies.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://tjsec.in/library/

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

The presence of Information and Communication Technology (ICT) undoubtedly allows new ways of learning for students and teachers and helps the latter to interact with students.

The following tools are used by the Institute ICT Tools:

1. Projectors- 37 projectors are available in different classrooms/labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
3. Seminar Rooms- Two seminar halls are equipped with all digital facilities such as with mike, projector, cameras and computer system.
4. Smart Board- One smart board is installed in the campus.
5. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
6. E-resources and techniques used such as Digital library, DEL NET, e-books, PPTs, You tube videos, Slide share, NPTEL,Google classroom etc.,)

Use of ICT by Faculty

1. PowerPoint presentations- Faculties are encouraged to use PPT

in their teaching by using projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

2. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

3. Online Test- Faculties prepare online test (MCQ with the help of GOOGLE FORMS.

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

45

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

127

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

12

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

Average 3.67 Years

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.

Being an affiliated Institution, the internal assessment is done by the rules laid by the university regulation. As per university

rules, the students must possess 75% attendance and good performance in three internal assessment tests as mandatory parameters based on which the students earn their internal marks. Marks earned by the students are reported online to the university in cycles.

Cycle 1: Attendance of the students will be entered in the university web portal for the first fortnight.

Cycle 2, 3 & 4: Attendance and assessment marks of the students will be entered in the university web portal.

Cycle 5: Internal marks will be generated for 100 marks.

The attendance of the students and assessment scores will be notified to the parents through inland letters and the same will be displayed in the Notice Board. Hall ticket will be issued to the students who possess minimum attendance of 75% in a semester and it will not be generated if the attendance is less than 75% as per the University norms. As an exception, based on the merit of the case, the Principal can approve 10% attendance in addition to the actual attendance of the students on genuine medical grounds.

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

A faculty member chosen by the authorities supervises the Central Examination Cell. When conducting Internal Tests and Semester Exams, the Institute strictly adheres to the affiliating University's norms. All assesment marks for Theory, Practical, are uploaded into the University portal, and students can access them by logging in with their own login ids.To keep the process transparent and minimise grievances, viva-voce and lab copy evaluations are explained in front of students.In close collaboration with the University, the Examination Cell handles any student grievances regarding hall tickets, registration documents, and so on. Any exam malpractice is reported to the Examination Cell and dealt with in accordance with University policies. If the student is unable to substantiate his case to the satisfaction of the Committee, he must retake the examination the following semester.

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.

Programme outcomes, program-specific outcomes, and course outcomes for all programs offered by the institution are stated and displayed on the website and communicated to teachers and students. The college adheres to the curriculum provided by Anna University under 2017 regulation, it provides outcomes of the individual courses. The college vision, mission, P.O, P.E.O, C.O are displayed on the college website, handbook, prospectors, faculty logbook, students' notebook, and record notes mapping of various departments vision, the mission is carried out. P. O's, P. SO's, and PEOS are displayed in prominent locations on and around the campus and various departments too.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	http://tjsec.in/course-outcome-2/
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.

TJSEC is approved by AICTE, New Delhi, and Affiliated with Anna University, Chennai. Being affiliated institutions the curriculum and its periodic Revision in regulation is given by Anna University.The CO attainment is calculated based on students' performance in various internal examinations and University examinations on a scale of 1-3. It is observed that the attainment varies depending upon the difficulty level of the subject and may lie in the range of 1-2 for the subjects at the beginning of the program, which increases as students get accustomed to the Engineering curriculum and may lie in the range of 2-3 by the time, finally they can reach end semester.

The PO and PSO attainment are calculated for the complete batch of students which progresses throughout a particular program including Co-curricular and Extracurricular activities and the project work. The attainment is calculated based upon the association level, i.e., low-moderate-high, of a particular course/ CO/ activity concerning the PO or PSO on a scale of 1-3. The attainment level for POs and PSOs for most of the programs lies between 2 and 3.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://tjsec.in/po-pso/

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

216

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	**Nil**

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)

http://tjsec.in/wp-content/uploads/2022/03/SSS-2020-21.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)

`0.07500`

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

`0`

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

`1`

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	http://www.tanscst.nic.in/student.html

3.2 - Innovation Ecosystem

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

During the pandemic period the institution continuously encouraged the faculty and students to organize various series of webinars and also advised them to attend the online events conducted other universities and research organizations. The institution is constantly re-inventing itself in the area of innovation and entrepreneurship. The faculties and the students are constantly working towards the innovation activities; we have applied for the Ministry of education, Government of India, Institutions Innovation Council which we supposed establish in October 2021. To create innovative thinking in the young minds, the college organizes every Value added Programme which ends with small projects to ensure novelty in every attempt. As a result of this practice, students have made more than 50 Robots, Temperature Control Unit for the Water Cooler to save power, and Automatic Light & Fan System in the corridors and the Classrooms. Students are encouraged to participate in all Project Expos conducted by various organizations. Every year, the number of students participating in'HACKATHON' (conducted by AICTE) is increasing. The students are regularly mentored to participate in competitions where innovation is prominent to be shown.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/3.2.1-supporting-file.pdf

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

14

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

1

File Description	Documents
URL to the research page on HEI website	https://www.saveetha.ac.in/index.php/research/research-centre
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

4

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

3

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

T.J.S Engineering College (TJSEC) not only excels in academics but also in other extension activities. Our college has participated actively in the covid pandemic relief activities in our district. We acted as a covid care centre, where our entire infrastructure was handed over to the state government health department. This was a great gesture towards the health care of the local community. Department of ECE has conducted a webinar on carrier guidance after covid 19 outbreak on 2.7.2020 for +2 students. Dr. P.Govindasamy, Department of MBA, Vel's University, Chennai and Mr.Karthikeyan Tamilselvam, HRD & Business consultant, Chennai acted as Resource person's of this program. More than 100 students from various schools were attended this program. The College is organizing voter's awareness programme for the students on 25th January every year in association with local Taluk Office to insist the importance of voting and merit of possessing voter ID. Flag Day is also celebrated in the college. The College is conducting Tree Plantation in the college premises to prevents air pollution. To develop the humanity and social responsibility of the students, The College involves the students doing welfare activities.

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/3.4.1-Webinar-on-_Career-Guidance-After-Covid-19-Outbreak_.pdf
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

0

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

3

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

280

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

15

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

8

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 institution has obligatory infrastructure required for effective teaching-learning process. The Infrastructure has adequate facilities to fulfill the norms laid by AICTE and Anna University. The available facilities are enhanced by addressing the needs of students to support development activities. The facility of ICT tools helps to strengthen the teaching and learning process. The

physical Infrastructure consists of 38 class rooms, 28 laboratories, 2 Seminar halls, open auditorium, and play grounds. Moreover the Institute has supporting Academic and Administration rooms for UG and PG programs. Classrooms and seminar halls has LCD projector, Internet connectivity, well-furnished furniture, Ventilation and Luminance.

All the departments conduct various activities to facilitate Teaching-Learning Process. Laboratories and equipment are regularly maintained and updated. The charts are displayed in the Laboratories for better understanding of theory and practical concepts. For Internet access and computing purpose, the Institute has 450 Computers connected in LAN with 50 Mbps Bandwidth. Computer laboratories are equipped with high-end servers with latest configuration.

Library has compilation of books, e-journals, journals, Web based resources, Audio/Video materials etc. Exclusively, Training & Placement cell provides adequate Infrastructure for training, Placement and co-curricular activities. It has separate Seminar hall to carry out that activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://tjsec.in/gallery-2/

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

The institution always encourage and support the co-curricular and extra-curricular activities in the premises. The institute has also carried forward the legacy of society by promoting the co-curricular and extracurricular activities at their level. As part of this endeavor, the college has well established Sports Department, for effective and better coordination of various sports and cultural activities, which is headed by Physical Director, Cultural Incharge and supported by the Student Sports and Cultural committees.

The college has the following Sports and Cultural facilities.

Outdoor Games: Cricket, Football, Volleyball, Kabbadi and Hockey etc.,

Indoor games: Chess, Carrom, Gym and Yoga.

Cultural activities: Open Air Theatre, Cultural room and practice area.

Since the establishment of the Institute play a vital role in the overall development of the students. As a result, our students have earned applauds in the various competitions at University, State and National level sports and Cultural competitions, prominent among the students are University Inter collegiate sports competition etc.,

The students who participate at various sports and cultural events are paid transportation with food. The students who show excellent performance at University, State and National level competition are encouraged by the college by giving them tracksuits and sports kits.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://tjsec.in/gallery-2/

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

38

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://tjsec.in/seminar-hall/
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)

423.32452

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)

Our college library has Open Access Catalogue for students and staff. The reading room is well furnished to accommodate students and provides conducive environment for study. Exclusive reference section is available in the library. A visitor's book is maintained for students and staff to sign noting the time of entry and exit. New arrivals of books and journals are displayed on separate stands and racks. A well-equipped Digital Library having Internet connectivity is housed in the Central Library for access to E-Resources. Library is automated using Integrated Library Management System (ILMS) from year 2012. Library provides uncompromising information and intellectual requirements to students and faculty members with a user friendly approach. This module contains details regarding Book ID, Book Name, Author, Publisher, Year of Publication, Edition, Price, Total No of Pages, Department, Subject, Subject Code, Date of Purchase, Invoice Number, Book Type, ISBN & Vendor Details etc., All the data entered can be edited and can be updated, which gets stored. Library has provision of access to e-journals, e-Shodhsindhu, e-Books. For this purpose a separate arrangement is made where students & staff can access, download, also they can listen to the video lectures with the help of audio-visual aids.

File Description	Documents
Upload any additional information	[View File]
Paste link for Additional Information	http://tjsec.in/library/

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

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)

4.35

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

0

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

All the departments have LCD projectors, overhead projectors, printers and scanners. The computers and printers of all the departments have software installed in them and the Hardware is also

maintain from time to time. The computers and printers of Administrative block and Computer Lab are connected in LAN. The whole campus of the college has Wi-Fi facility with a speed of 50 mbps. Total number of system with configuration is 450. All computers have internet facility.

The college website is monitored and updated from time to time. The institute has software installed in English Language Lab, Computer Lab and Library. The institute have 2 seminar halls. All rooms having LCD for Power Point presentation of students.

All departments have computers, most of which have Internet facility for preparation of power point presentation as teaching learning materials. At UG and PG level, professors use Internet for providing notes to the students wherever required and necessary. Wi-Fi Access Points were installed in the various locations inside the campus. The maintenance of computer, Internet Wi-Fi networking, installation of software and maintenance and up gradation of hardware is done by every year. Maintenance and up-gradation is done from time to time.

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

4.3.2 - Number of Computers

495

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)

169.15642

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.

The college has appointed maintenance support staff and sub staff to look after the buildings, equipments and all other infrastructural facilities to maintain them in condition. Infrastructure related problems are attended by the maintenance staff under the supervision of the supervisor and the administrative officer.

The laboratories are maintained by the lab instructor. The faculty members are responsible to maintain the computers and register the complaints. Fire and safety equipment is maintained in labs for precautionary measure and maintenance.

Computer labs and many of the major equipments like UPS, Server are well ventilated. The classrooms are daily cleaned by the sweepers to maintain the cleanliness and neat ambience.

The library maintenance is updated with constant check. Regular cleaning of racks, floors, keeping the quality of books and the annual purchase of books and journals are done. The sports equipments are annually purchased and maintained by the physical education department. The cleanliness of the playgrounds and play areas is maintained by the gardener and the staff.

The college has exclusive maintenance for pest control, garden maintenance, housekeeping etc. The college has well maintained lawns

to improve the ambience andefficient management to dispose the food waste.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>http://tjsec.in/sports/</u>

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

352

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

14

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://tjsec.in/
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

167

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

167

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

A. All of the above

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	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

167

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

9

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

01

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.

0

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 univer sity/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)

Co-Curricular Activities and Extracurricular Activities

We have framed the Sports, Cultural Meet, Hostel Committee, Anti-Ragging etc., committees are formed. We encourage the student's communication skills, technical skills, and excellence in sports, cultural activities, team work, and time management and also expected to build leadership qualities and confidence

Cultural events are conducted every year on the eve of annual day, convocation day, freshers day and Alumni meet. The Academic Monitoring system is used to improve performance curriculum contents and develop beyond the curriculum to facilitate students. Placement Cell can get feedback from them and make right decision in suggesting students to take appropriate training before attending the interviews. Institution conducts regular symposiums department wise during the odd semester and conferences during the even semester. Workshops are a routine activity every month. Students have participated in competitions and symposiums of the institutes and have won prizes and accolades.TJS entrepreneurship development cell enables the student's members to walk out of the campus with an entrepreneurial attitude or ability. Seminars and Guest Lectures are conducted to enhance the technical knowledge of the students in recent technology and to think beyond the subjects to excel in career.

File Description	Documents
Paste link for additional information	http://tjsec.in/gallery-2/
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

02

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
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

An Alumni Meet is organized at end of every academic year to celebrate and refresh old relationships. They go down the memory lane and have interactions with others. It is an unforgettable event and a moment of excitement as they get a chance to meet their friends, former teachers.

- **Meetings/activities organized by TJS Alumni Association :**

1. **Meetings organized by Alumni Association on February month**
2. **Guest lecturers for students by Alumni**

File Description	Documents
Paste link for additional information	http://tjsec.in/alumni/
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **D. 1 Lakhs - 3Lakhs**

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

The Vision of the College is "To empower the youth by developing their capabilities through quality education based on values" and to transform the learners into national contributors and achievers. The mission of the institution is to promote education through a holistic manner to make them employable, to make them responsible citizens to participate in the advancement of the society, to make them contribute to the national growth. The institution follows a meticulous system of decentralized authority by conferring an appropriate degree of empowerment at various levels. The Management focuses mainly on

1. **Develop Centre of Excellence in all Engineering streams to promote Academic activities and Research in the field of Engineering and Technology.**
2. **To provide 100 % placement to the eligible students with professionalism**
3. **Developing an excellent level of industrial relations to satisfy the mutual requirements and the utmost commitment to satisfy the social needs.**

By adopting a bottom-up approach through the various non-statutory committees like Governing committee, Anti-ragging committee, Women Empowerment Cell, Institution Innovation council, Entrepreneurship Development Cell, Students Innovation club, etc., it is clear evidence that teachers are involved in the decision-making bodies

thus fulfilling the spirit of participative management

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File Description	Documents
Paste link for additional information	http://tjsec.in/committees-and-activities/
Upload any additional information	View File

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

As a decentralization measure for academics, Heads of Departments are responsible for the academic and administrative matters of the departments with one or more programmes. Overall quality is managed through an ISO system with Internal Quality Assurance Cell. Likewise for general administrative responsibilities, new portfolios are created at different time intervals and coordinators are appointed for the same.

To enhance the programme outcomes as specified, Programme Coordinators are identified to support the Head of the Department in executing academic activities effectively. They facilitate various stakeholders to decide the curriculum, plan the meetings, and implement their innovation with a core team of faculty members identified for the programme under the supervision of the Head of the Department. Programme Coordinators are empowered to strengthen each programme of study and support the Head of the Departments in providing outcome-based education

File Description	Documents
Paste link for additional information	http://tjsec.in/committees-and-activities/
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/perspective plan is effectively deployed to sustain the core competencies. The "Vision 2021", the Five-year Strategic Planning and Deployment Document comprised of a reiteration of the Vision and Mission Statements, the Strategic Plan, and deployment

strategies based on the SWOC analysis. While formulating the strategic plan and deployment document, care has been taken to involve all stakeholders to help contribute their vital part, Management was successful in deploying many of the major proposed plans successfully during the last five years such as:

1. Development of Spacious Central Library complex

2. Developing a Rainwater harvesting system in all the buildings.

3. Expansion of the Entrepreneurship activities into Institution Innovation council and Incubation Center

4. Implementation of Academic activities with NBA standards

5. Creation of a dedicated facility for Placement activities

The successful implementation of the strategic plan for research and development is obvious from the activity of students' innovative projects to support the green technology-based requirements such as fabrication of E-bike, Handicapped cars, Solar cells based projects were deployed with a significant amount of seed money provided by the management. A dedicated facility for placement activities has been created.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/05/6.2.1.pdf
Upload any additional information	No File Uploaded

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 organogram of the institution indicates that the Organization is supported by the Board of Trustees and Governing Council, Academic Council. This institution is a unit of T.J. Sivananda Mudaliar EducationalTrust. Shri. T.J. Govindarajan., Educationalist, Industrialist, and philanthropist was the Chairman of the Governing Council of the college. The governing council accommodates highly prestigious and academic members of the society along with a higher level of faculty members of the college. The major decisions for the

college are taken by the governing council meeting to arrive at major policy decisions. The admission, financial administration, and academic administration of the interaction are carried out by the executive committee whose members are Chairman, Vice-Chairman, Secretary, Treasurer, and Principal. The board of trustees comprises three members besides the secretary and treasurer. The Principal is assisted by the staff council. He is also assisted by the office of the Principal. The appointment of faculty and staff members is based on norms issued by the affiliating university while the service rules are formulated and amended through meetings at various levels. The policies of the institution help in the successful functioning through the implementation of optimal procedures instructed by ISO standards.

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/6.2.2-Roles-Responsibilities.pdf
Link to Organogram of the institution webpage	http://tjsec.in/wp-content/uploads/2022/06/6.2.2.-Organogram-of-the-Institution.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

The list of effective welfare measures existing for both teaching and non-teaching staff helps in the effective functioning of our organization. Leave benefits, Medical Centre for treatment, Gym, Canteen facility, Tour advance, Festival Advance, Social welfare - PF, ESI, Group Insurance Scheme, Fees concession forwards of faculty.1.Casual Leave: A total of 12 days' leave is given in a year along with Restricted Holidays. 2. Sick Leave: This type of leave is given 10 days a year. 3. Maternity Leave: Female staff is entitled to a maximum of 4 weeks (28 days) of maternity leave with postnatal leave. 4. Summer Winter vacation: This is given 30 days in summer and 15 days in winter. 6. Provident Fund: It is composed of contributions made by the employee during the time he/she worked along with an equal contribution by the employer. Regular permission for higher learning, research are in place which promotes a motivating factor in the college

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/6.3.1.pdf
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

02

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

03

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	**No File Uploaded**
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

46

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	**No File Uploaded**
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

Performance Appraisal is done every year after completion of the academic year by the respective HODs to assess the performance of the faculty members/staff in the academic year. The assessment is carried out through three categories of the Appraisal form

1) For Professors and Associate professors

2) For Assistant professors and

3) For Non- Teaching staff.

For the teaching staff the appraisal measures and assesses the Teaching/Learning, Student feedback, Evaluation, Research related activities, and Co-curricular and Extension activities. In the same way, the work activities of non-teaching staff are assessed. The form has three parts Part-A where the faculty and staff declare his or her performance through qualitative and quantitative metrics, while Part-B is the potential assessment by the Head of the department for teaching staff or by the laboratory heads for the non-teaching staff. Part-B is transparent which is acceptable by the concerned staff and faculty members. Part-C is meant for recommendation by the Head of the department. The appraisal will be reviewed by the Principal further. Improvements are suggested to perform well and good performance is appreciated and rewarded. Plans are on the standards for the incorporation of the performance appraisal in the college ERP system.

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 conducts internal and external financial audits regularly every year. Internal audits are conducted quarterly by the finance team and the accounting team is guided accordingly. Any discrepancies found are subjected to rectification through the Administrative officer. The activities include general accounts, GSTs, ETDS, and various returns. The internal audits serve as a preface to the external statutory audit and it serves more of a guide to the accounting team of the institution. The external statutory audit is usually carried out yearly once, owing to the pandemic situation in the academic year of 2020-2021. The external statutory audit which may house audit objections is presented to the finance team of the institution which immediately complies through

the process of rectification and corrective action. The compliance is reflected in the report submitted following the audit by external auditors. The external audit team, if not satisfied with the compliance report, has the provision to report to the top management and the treasurer of the educational institution/ trust. Through this process, any audit objections will be resolved cordially before proceeding with the presentation of the financial details to the board of trustees and the governing council of the institution.

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)

244500

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

The strategy for mobilization of funds and the optimal utilization of resources of the college can be related as follows The resource mobilization policy of the institution is highly transparent and the mobilization of funds for the operation of the institution is mainly through the avenue of fee collection. The various avenues of fee collection are listed as:

Tuition fees

Hostel Fees

Transport Fee

Canteen fees

The most favorable utilization involves 50% going out in paying salary to the faculty members and staff of the institution. Major chunk is utilized for paying Electricity charges and Transport charges. A substantial portion is earmarked for equipment purchase, purchase of library books. The canteen revenue almost completely goes for the canteen expenses as the institution has committed to providing high-quality hygienic food to the faculty members, staff, and students of the institution. The resources are utilized for maintenance services of housekeeping, gardening, Renovation/ repairs of the institution. Based on the students growing strength, funds are allocated for the construction activities in the main college campus and the hostel. Hence it can be concluded that the college has well-defined, highly transparent strategies for funds and well-charted plans for the optimal utilization of the resources.

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

6.5 - Internal Quality Assurance System

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

The important contribution of the Internal Quality assurance cell for institutionalizing the quality assurance strategies and the processes is evident from two practices which are described briefly here. IQAC organized workshops for both students and lab instructors, on 5S A quality practice to maintain the laboratories. The cycle of a sort, set in order, shine, standardize and sustain has been implemented. An industrial visit has been arranged for laboratory instructors to see the implementation of 5S in action in an industrial setting. As a result of this proposal, the various laboratories of the institution executed the 5S system. The next practice aimed to improve the quality of faculty members in the ensemble of the NAAC framework. Quality improvement workshops have been organized, First workshop trained faculty members on Innovative Pedagogies for Quality Enhancement of Teaching-learning process. This quality assurance process and initiative lined the way to the institutionalization of the best practice as a significant

contribution of the Internal Quality Assurance Cell.

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/03/NAAC-Certificate-of-Accreditation-rotated-1.pdf
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, and methodologies of operations and learning outcomes at quarterly intervals. The ISO process implemented in the institution assures this system. The Academic Objective is that, Principal reviews the teaching-learning process, methodologies of operation, and learning outcomes in collaboration with HODs. The implementation of Outcome-Based Education built upon Bloom's revised taxonomy aided in the improvement in the teaching-learning process. The OBE admits activity-based assignments and online MCQs. The ERP system of the college accommodates a model for this activity. ICT-based teaching enabled the students to learn in their way thus enhancing their comprehension through playback of recorded lecture sessions. The question paper has been set at level 3 and above, this enhances the quality of learning substantially. The end-semester online examination ensured the administering of different question papers to ensure the quality of learning through the testing process. Implementation of teaching-learning reforms resulted in incremental improvements made for the preceding year about quality as reflected in the pass percentage and the enhancements in the placements.

File Description	Documents
Paste link for additional information	http://tjsec.in/po-pso/
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

B. Any 3 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	http://tjsec.in/wp-content/uploads/2022/03/AQAR-REPORT-2019-2020.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Events relating to gender equity& gender sensitivity are conductedthrough various initiatives throughout the year.

Safety & Security:

1. A resident lady warden in the ladies' hostel is employed along with a separate resident warden for boys' hostel.

2. CCTV cameras have been fixed in the prominent places like hostel, campus corridors, main campus building and common places.

3. Statutory committees like Anti-Sexual harassment committee, Grievance Redressal committee comprising of female faculty members is constituted as per the AICTE/University guidelines and is working effectively.

4. Anti-ragging committee takes in stake of ragging incidents, if any regularly.

Counseling:

1. The college has a well-defined student counseling system. Each student is allotted with a particular faculty member who will be his/her counsel till the end of his/her course.

2. Each faculty has 15 to 20 students to mentoring. This improves the relationship between student and the mentor and helps the mentor to know the overall personality of each student.

3. Students meet their mentors for any grievances- regarding gender related issues if any, personal problems, general issues, lack of facilities, academics etc.

4. A Student welfare and counseling committee is constituted to monitor the student counseling process.

File Description	Documents
Annual gender sensitization action plan	http://tjsec.in/wp-content/uploads/2022/06/7.1.1-Action-Plan.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	http://tjsec.in/committees-and-activities/

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste Management:

The solid waste generated in the campus are paper waste from day to day activities, and food waste from canteen. The waste is reduced at the source, further the paper waste iscollected and sent to "ITC" a recycling vendor and the waste papers are replaced by normal A4 sheets. Usually a minimum quantity of food waste is generated and that too is donated to nearby orphanages and also is fed to some domestic animals in villages. Dried leaves and plant chopping are collected and disposed properly and is also used as an organic manure.

Liquid Waste Management:

Inside the campus are sullage from canteen, sewage inside the campus and waste water from R.O plant. Sullage is treated by natural oxidation disposed to nearby agricultural land. Sewage is collected in septic tank where it undergoes anaerobic decomposed and which is disposed off through collecting trucks. Waste water from R.O. plant is reused for gardening.

E-Waste Management:

All Electronic waste like CPU's, Hard disks, Laboratory Equipment scrap is sent to JDAG – E waste management company located in Thiruvallur district. Once the computers get expired, they are collected from different locations of the campus by designated technicians.

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	No File Uploaded

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

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

    B. Any 3 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	No File Uploaded

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

B. Any 3 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	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

TAMIL MANDRAM

The main objective of the Tamil Mandram isto promote students' knowledge in Tamil Language and to disseminate our ancient Tamil Culture among the youth.

- Conducted motivation on importance of the language by Mr.M.Vidhuran Kumar/AP/ Mathematics
- Conducted Poetry Wring Competition among the students

ENGLISH LITERARY CLUB

The English literary club helps the Students to learn beyond the classrooms. ELC offers a dynamic platform to engage the students in literary forums like debating, elocution, essay writing, poster making and poetry writing.

- Conducted Essay writing competition "Role of Engineers in building a better society"

- Conducted Oratorical competition "Lessons for World from Covid'19"

- Conducted Group Discussion on "Climate change"

BLOOD DONATION CAMP

The NSS Unit of Our College regularly organises blood donation camps every year. Our honourable Chairman Shri T.J.Govindarajan and the respected management members inaugurate the camp. The students and the faculty members come forward voluntarily to donate blood. The donors and volunteers are also issued certificates.

VOTERS DAY CELEBRATION

Our college organized National Voters Day Celebration on at college premises. The objective of the program was to inculcate constitutional obligations among students, to create awareness about Universal Franchise, to sensitize the students about importance of voting.

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

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

Every year we are conducting Anti ragging, Anti -drug programme through various committees already formed and on 25.1.21 voter's day was celebrated to create the awareness among young voters. Blood donation camp was organized every year but this year due to pandemic situation we have postponed it to the upcoming year. To inculcate the values for being responsible citizens programme to address gender issues, green revolution,ecosystems, energyaudit, beyond the campus environmental promotional activities were conducted.the students of computer science, electronics and communication engineering and mechanical engineering students were offered a course named professional ethics which will help them to acquire a wide range of knowledge about human values, universal values and work ethics. Considering the pandemic situation we have provide our institution as a covid care centre to the state government's health department. This most of the activities were conducted through online mode.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://tjsec.in/committees-and-activities/
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	**No File Uploaded**

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

The celebration of National/International commemorative days, events and festivals is great heritage in the Institute.

The institute has a tradition of celebrating the Republic Day and Independence Day with full vigour and enthusiasm. The celebration includes parade of NCC members of the student group, unfurling of the tri-colour national flag, singing of national anthem and address by the Chairman (TJS Group of institution) for the special days.

Students organize the teachers' day on 5th September every year in the College campus to felicitate the teachers and also to show their gratitude towards a great teacher and a legend Dr. S. P. Radhakrishnan. Every year Institute organizes a Pongal and Christmas day celebration. Every year Institute organizes Engineer's Day on 15th September, to commemorate the birth anniversary of Bharat Rathna Sri. Mokshagundam Visvesvaraya. Constitution day is celebrated on 26th November every year by reading out the Preamble as stated in Constitution of India. The institute takes all efforts to commemorate the Birth anniversary of Dr.A.P.J.Abdul kalam.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice -I 1. Title of the Practice: Mentor,Mentee-Scheme 2. Objectives of the Practice ? To plan the profession goals of students. ? To enhance presentation skills, written skills and communication skills. ? To encourage students to become entrepreneurs ? To build on general aptitude test/technical quiz proficiency. ? To motivate innovative project. ? To emerge leadership qualities. ? To understand resume writing and preparations for mock interview. Best Practice-II 1. Title of the Practice:-Students Associations of Department and College. 2.Objectives of the Practice ? To develop personality, communication skill, awareness about different types of entrance exams and interview, and to develop skill to qualify various competitive exams. ? To develop awareness about sports and physical fitness. ? To conduct technical seminars ,workshops, hands on training as per the current industry need. ? To organize various activities like programming contest, technical quiz, debate competition, personality contest etc. that will not only enhance the technical abilities and knowledge among the students, but also builds the overall personality skills of the students. ? To organize events like project competition, paper presentations etc. ? To develop awareness about participation in different events held at state, national level events.

File Description	Documents
Best practices in the Institutional website	http://tjsec.in/wp-content/uploads/2022/06/7.2.1_Best_Practices.pdf
Any other relevant information	http://tjsec.in/wp-content/uploads/2022/06/7.2.1supporting-file.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

Entrepreneurship Development Cell

VISION Our vision is to help students who have an idea, product and burning desire to give HR, management, convincing skills, market exposure and investors for their startup. This cell will help students to understand the business world by actually working in a start-up.

MISSION

Our mission is to help the aspiring entrepreneurs start and grow their businesses by creating a pathway of various opportunities like interactive sessions with professionals, business competitions to increase the awareness. This will help foster entrepreneurial thinking, promote business knowledge and instill confidence in every student.

OBJECTIVES

- Inculcate the passion and spirit among students to pursue entrepreneurship.
- To spread the knowledge about entrepreneurship through guest lectures etc.
- Motivate students to develop their own start-ups.
- Identifying the brightest ideas and giving them one platform and convert them.

ACHIVEMENTS

- NIESBUD Empanelled Institution for the PRADHAN MANTRI YUVA YOJANA (PM YUVA) Scheme
- EDII TN authorized Spoke College under Anna University for the IEDP PROGRAMME
- EDII, Gujarat given a Grant of Rs. 2.2 lakhs to TJSEC for the Entrepreneurship Awareness Camp programme under DST-NIMAT scheme.
- PM YUVA YOJANA scheme given a grant of Rs. 66500 for Faculty development Programme on Entrepreneurship.

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

The Anna University prescribes the academic schedule for every semester that should be followed by the affiliated Institutions. Based on this schedule, academic calendar is prepared with all the details of commencement of the class, tests, completion of syllabus, and tentative dates for University practical and theory exams, total number of working days and details of holidays which is made available to the students and faculty.

The academic calendar prepared is circulated to all the faculty members and students individually before the commencement of each semester. This is helpful in pre-planning all the activities. The faculty members prepare the lesson plan for the subjects allotted in a standard format for each subject. In the Lesson Plan, the faculty member enters the Pass Percentage, Highest Mark and Class Average for the specific class for Previous Year and Target Value for Current Year. Lesson plan is submitted to the HoD.

After verification, it is returned to the faculty member by the HOD. Faculty members maintain the lesson plan in their course file. This plan forms the basis for the delivery of the allotted subject. The Faculty members are constantly motivated and encouraged to adopt innovative approaches in the classroom.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://tjsec.in/wp-content/uploads/2022/04/2020-21-ODD-SEMExcept-I-sem-Lateral-1.pdf

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

The college adheres to academic calendar provided by Anna University. Based on this academic calendar, the institution prepares the academic calendar/ Calendar of Events which includes the dates of commencement, completion of syllabus, schedule of

internal exams, Working days, teaching days, internals marks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc. As per the academic calendar and guidelines of the University, Timetable is prepared by senior faculty and after approval from respective Heads of the department & Principal it will be circulated to all the faculty members and students before commencement of the semester. Calendar of Events and Timetable both published on website of the college. Internal Assessments are conducted as per the calendar of events. For implementation of Internal Assessment Process, Examination committee is formed at college level which monitor overall internal assessment process. Continuous Internal Assessment review is taken by the Principal regularly. In addition, IQAC team conduct internal audit to verify the compliance to academic calendar/ calendar of events with documentary evidence.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://tjsec.in/wp-content/uploads/2022/04/2020-21-ODD-SEMExcept-I-sem-Lateral-1.pdf

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

7

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)

12

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

479

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 Institute has made all efforts to build healthier working environment with respect to issues related to Gender, Environment and Sustainability, Human values and Professional Ethics into the curriculum.

1 Gender To prevent sexual harassment at workplace and to empower the women employees, the Institute has constituted 1) Anti-Sexual Harassment committee. Equal opportunities are extended to all in every aspect of teaching and learning in the Institute as it believes that gender discrimination is a crime.Students of both genders holistically participate in various co curricular activities organized in house & outside the Institute. Every year the Institute is organizing woman's day celebration to respect the women force at all levels.

2 Environment and Sustainability

Students are given ample opportunity to learn about the climate change and potential hazards of climate change. Various extension programme are being organized by TJSEC NSS unit to create awareness among the rural community with respect to ecological balance and its importance.

3 Human Values and Professional Ethics

This course helps the students to gain knowledge, legal literacy and thereby to take competitive examinations. It helps the students to understand state and central policies, fundamental duties, electoral process, and functions of municipalities, and co- operative societies.

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

12

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

217

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	http://tjsec.in/feedback-form/
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**	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://tjsec.in/wp-content/uploads/2022/04 /ONLINE-GRIVEANCEdrawio.drawio.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

50

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

50

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

The institution assesses the learning levels of student, after admission and organizes special programmes for advanced learners. For advanced learner's mini-projects such as robotics, glider and

water rocket exhibitions. Basic classes on mathematics, physics and computers science is given for slow learners. A bridge course for students is conducted over a period of 10 days, which we conduct as an induction programme based on the orientation programme guide lines given by AICTE. For slow learners many initiatives are taken throughout the year for continuous improvement, such as Tutorials, mind mapping techniques, evening coaching classes. Further students' academic performer are also measured and assessed through internal assessment exams, class room performance. If they are found lacking then the mentor system, initiate to conduct special coaching classes. Extended lecture hours, practical and project demonstrations (if needed) are used as tools to improve their academic ethics. Based on qualification examinations and internal assessment, the learners are identified and they are motivated by senior faculty members of the college to get university rank. They are many special programs conducted for quick learners as well as slow learners to improve academic and non-academic performance, placement higher studies, projects etc

File Description	Documents
Paste link for additional information	http://tjsec.in/guest-lecture/
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
536	127

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

The institution is determined to continuously improve the learning, problem-solving methodologies through a variety of activities such as ICT Academy for improving communication providing value-added courses and software programs. Apart from this many MOU's have been signed, so that the students can get

benefited of practical learning capability and real-time problem-solving methodologies in an industrial environment. Some of the firms that signed MOUs for the academic year 2020-21 are Zrae Global, NestLives Pvt Ltd, Power Lab Instruments, Maruthavalli Ammal Industrial school. Similarly, all programs have their own specific MOU's. Centre of excellence such as IBM, AUTOCAD in the campus also contributes enormously towards the student-centric methods of learning.

Industrial visits, In-plant training, and Internships have played a vital role in the tremendous amount of exposure given to students on problem-solving. Project works and model making are encouraged by the management and for axial, logistical support is extended to students at all levels. Tutorial sessions serve as a vital tool in understanding the problem-solving methodologies.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://tjsec.in/library/

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

The presence of Information and Communication Technology (ICT) undoubtedly allows new ways of learning for students and teachers and helps the latter to interact with students.

The following tools are used by the Institute ICT Tools:

1. Projectors- 37 projectors are available in different classrooms/labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
3. Seminar Rooms- Two seminar halls are equipped with all digital facilities such as with mike, projector, cameras and computer system.
4. Smart Board- One smart board is installed in the campus.
5. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
6. E-resources and techniques used such as Digital library, DEL NET, e-books, PPTs, You tube videos, Slide share, NPTEL,Google classroom etc.,)

Use of ICT by Faculty

1. PowerPoint presentations- Faculties are encouraged to use PPT in their teaching by using projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.
2. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
3. Online Test- Faculties prepare online test (MCQ with the help of GOOGLE FORMS.

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

45

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

127

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

12

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

Average 3.67 Years

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.

Being an affiliated Institution, the internal assessment is done by the rules laid by the university regulation. As per university rules, the students must possess 75% attendance and good performance in three internal assessment tests as mandatory parameters based on which the students earn their internal marks. Marks earned by the students are reported online to the university in cycles.

Cycle 1: Attendance of the students will be entered in the university web portal for the first fortnight.

Cycle 2, 3 & 4: Attendance and assessment marks of the students will be entered in the university web portal.

Cycle 5: Internal marks will be generated for 100 marks.

The attendance of the students and assessment scores will be notified to the parents through inland letters and the same will be displayed in the Notice Board. Hall ticket will be issued to the students who possess minimum attendance of 75% in a semester and it will not be generated if the attendance is less than 75% as per the University norms. As an exception, based on the merit of the case, the Principal can approve 10% attendance in addition to the actual attendance of the students on genuine medical grounds.

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

A faculty member chosen by the authorities supervises the Central Examination Cell. When conducting Internal Tests and Semester Exams, the Institute strictly adheres to the affiliating University's norms. All assesment marks for Theory, Practical, are uploaded into the University portal, and students can access them by logging in with their own login ids.To keep the process transparent and minimise grievances, viva-voce and lab copy evaluations are explained in front of students.In close collaboration with the University, the Examination Cell handles any student grievances regarding hall tickets, registration documents, and so on. Any exam malpractice is reported to the

Examination Cell and dealt with in accordance with University policies. If the student is unable to substantiate his case to the satisfaction of the Committee, he must retake the examination the following semester.

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.

Programme outcomes, program-specific outcomes, and course outcomes for all programs offered by the institution are stated and displayed on the website and communicated to teachers and students. The college adheres to the curriculum provided by Anna University under 2017 regulation, it provides outcomes of the individual courses. The college vision, mission, P.O, P.E.O, C.O are displayed on the college website, handbook, prospectors, faculty logbook, students' notebook, and record notes mapping of various departments vision, the mission is carried out. P. O's, P. SO's, and PEOS are displayed in prominent locations on and around the campus and various departments too.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://tjsec.in/course-outcome-2/
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.

TJSEC is approved by AICTE, New Delhi, and Affiliated with Anna University, Chennai. Being affiliated institutions the curriculum and its periodic Revision in regulation is given by Anna University.The CO attainment is calculated based on students' performance in various internal examinations and University examinations on a scale of 1-3. It is observed that the attainment varies depending upon the difficulty level of the subject and may lie in the range of 1-2 for the subjects at the

beginning of the program, which increases as students get accustomed to the Engineering curriculum and may lie in the range of 2-3 by the time, finally they can reach end semester.

The PO and PSO attainment are calculated for the complete batch of students which progresses throughout a particular program including Co-curricular and Extracurricular activities and the project work. The attainment is calculated based upon the association level, i.e., low-moderate-high, of a particular course/ CO/ activity concerning the PO or PSO on a scale of 1-3. The attainment level for POs and PSOs for most of the programs lies between 2 and 3.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://tjsec.in/po-pso/

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

216

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	Nil

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)

http://tjsec.in/wp-content/uploads/2022/03/SSS-2020-21.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)

0.07500

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

0

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

1

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	http://www.tanscst.nic.in/student.html

3.2 - Innovation Ecosystem

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

During the pandemic period the institution continuously encouraged the faculty and students to organize various series of webinars and also advised them to attend the online events conducted other universities and research organizations. The institution is constantly re-inventing itself in the area of innovation and entrepreneurship. The faculties and the students are constantly working towards the innovation activities; we have applied for the Ministry of education, Government of India, Institutions Innovation Council which we supposed establish in October 2021. To create innovative thinking in the young minds, the college organizes every Value added Programme which ends with small projects to ensure novelty in every attempt. As a result of this practice, students have made more than 50 Robots, Temperature Control Unit for the Water Cooler to save power, and Automatic Light & Fan System in the corridors and the Classrooms. Students are encouraged to participate in all Project Expos conducted by various organizations. Every year, the number of students participating in'HACKATHON' (conducted by AICTE) is increasing. The students are regularly mentored to participate in competitions where innovation is prominent to be shown.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/3.2.1-supporting-file.pdf

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

14

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

1

File Description	Documents
URL to the research page on HEI website	https://www.saveetha.ac.in/index.php/research/research-centre
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

4

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

3

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

T.J.S Engineering College (TJSEC) not only excels in academics but also in other extension activities. Our college has participated actively in the covid pandemic relief activities in our district. We acted as a covid care centre, where our entire infrastructure was handed over to the state government health department. This was a great gesture towards the health care of the local community. Department of ECE has conducted a webinar on carrier guidance after covid 19 outbreak on 2.7.2020 for +2 students. Dr. P.Govindasamy, Department of MBA, Vel's University, Chennai and Mr.Karthikeyan Tamilselvam, HRD & Business consultant, Chennai acted as Resource person's of this program. More than 100 students from various schools were attended this program. The College is organizing voter's awareness programme for the students on 25th January every year in association with local Taluk Office to insist the importance of voting and merit of possessing voter ID. Flag Day is also celebrated in the college. The College is conducting Tree Plantation in the college premises to prevents air pollution. To develop the humanity and social responsibility of the students, The College involves the students doing welfare activities.

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/3.4.1-Webinar-on-_Career-Guidance-After-Covid-19-Outbreak_.pdf
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

0

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

3

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

280

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

15

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

8

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 institution has obligatory infrastructure required for effective teaching-learning process. The Infrastructure has adequate facilities to fulfill the norms laid by AICTE and Anna University. The available facilities are enhanced by addressing the needs of students to support development activities. The facility of ICT tools helps to strengthen the teaching and learning process. The physical Infrastructure consists of 38 class rooms, 28 laboratories, 2 Seminar halls, open auditorium, and play grounds. Moreover the Institute has supporting Academic and Administration rooms for UG and PG programs. Classrooms and seminar halls has LCD projector, Internet connectivity, well-furnished furniture, Ventilation and Luminance.

All the departments conduct various activities to facilitate Teaching-Learning Process. Laboratories and equipment are regularly maintained and updated. The charts are displayed in the Laboratories for better understanding of theory and practical concepts. For Internet access and computing purpose, the Institute has 450 Computers connected in LAN with 50 Mbps Bandwidth. Computer laboratories are equipped with high-end servers with latest configuration.

Library has compilation of books, e-journals, journals, Web based resources, Audio/Video materials etc. Exclusively, Training & Placement cell provides adequate Infrastructure for training, Placement and co-curricular activities. It has separate Seminar hall to carry out that activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://tjsec.in/gallery-2/

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

The institution always encourage and support the co-curricular and extra-curricular activities in the premises. The institute

has also carried forward the legacy of society by promoting the co-curricular and extracurricular activities at their level. As part of this endeavor, the college has well established Sports Department, for effective and better coordination of various sports and cultural activities, which is headed by Physical Director, Cultural Incharge and supported by the Student Sports and Cultural committees.

The college has the following Sports and Cultural facilities.

Outdoor Games: Cricket, Football, Volleyball, Kabbadi and Hockey etc.,

Indoor games: Chess, Carrom, Gym and Yoga.

Cultural activities: Open Air Theatre, Cultural room and practice area.

Since the establishment of the Institute play a vital role in the overall development of the students. As a result, our students have earned applauds in the various competitions at University, State and National level sports and Cultural competitions, prominent among the students are University Inter collegiate sports competition etc.,

The students who participate at various sports and cultural events are paid transportation with food. The students who show excellent performance at University, State and National level competition are encouraged by the college by giving them tracksuits and sports kits.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://tjsec.in/gallery-2/

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

38

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://tjsec.in/seminar-hall/
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)

423.32452

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)

Our college library has Open Access Catalogue for students and staff. The reading room is well furnished to accommodate students and provides conducive environment for study. Exclusive reference section is available in the library. A visitor's book is maintained for students and staff to sign noting the time of entry and exit. New arrivals of books and journals are displayed on separate stands and racks. A well-equipped Digital Library having Internet connectivity is housed in the Central Library for access to E-Resources. Library is automated using Integrated Library Management System (ILMS) from year 2012. Library provides uncompromising information and intellectual requirements to students and faculty members with a user friendly approach. This module contains details regarding Book ID, Book Name, Author, Publisher, Year of Publication, Edition, Price, Total No of

Pages, Department, Subject, Subject Code, Date of Purchase, Invoice Number, Book Type, ISBN & Vendor Details etc., All the data entered can be edited and can be updated, which gets stored. Library has provision of access to e-journals, e-Shodhsindhu, e-Books. For this purpose a separate arrangement is made where students & staff can access, download, also they can listen to the video lectures with the help of audio-visual aids.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://tjsec.in/library/

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)

4.35

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

0

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

All the departments have LCD projectors, overhead projectors, printers and scanners. The computers and printers of all the departments have software installed in them and the Hardware is also maintain from time to time. The computers and printers of Administrative block and Computer Lab are connected in LAN. The whole campus of the college has Wi-Fi facility with a speed of 50 mbps. Total number of system with configuration is 450. All computers have internet facility.

The college website is monitored and updated from time to time. The institute has software installed in English Language Lab, Computer Lab and Library. The institute have 2 seminar halls. All rooms having LCD for Power Point presentation of students.

All departments have computers, most of which have Internet facility for preparation of power point presentation as teaching learning materials. At UG and PG level, professors use Internet for providing notes to the students wherever required and necessary. Wi-Fi Access Points were installed in the various locations inside the campus. The maintenance of computer, Internet Wi-Fi networking, installation of software and maintenance and up gradation of hardware is done by every year. Maintenance and up-gradation is done from time to time.

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

4.3.2 - Number of Computers

495

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)

169.15642

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.

The college has appointed maintenance support staff and sub staff to look after the buildings, equipments and all other infrastructural facilities to maintain them in condition. Infrastructure related problems are attended by the maintenance

staff under the supervision of the supervisor and the administrative officer.

The laboratories are maintained by the lab instructor. The faculty members are responsible to maintain the computers and register the complaints. Fire and safety equipment is maintained in labs for precautionary measure and maintenance.

Computer labs and many of the major equipments like UPS, Server are well ventilated. The classrooms are daily cleaned by the sweepers to maintain the cleanliness and neat ambience.

The library maintenance is updated with constant check. Regular cleaning of racks, floors, keeping the quality of books and the annual purchase of books and journals are done. The sports equipments are annually purchased and maintained by the physical education department. The cleanliness of the playgrounds and play areas is maintained by the gardener and the staff.

The college has exclusive maintenance for pest control, garden maintenance, housekeeping etc. The college has well maintained lawns to improve the ambience andefficient management to dispose the food waste.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://tjsec.in/sports/

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

352

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

14

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

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

File Description	Documents
Link to Institutional website	http://tjsec.in/
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

167

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

167

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

167

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

9

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

01

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.

0

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)

Co-Curricular Activities and Extracurricular Activities

We have framed the Sports, Cultural Meet, Hostel Committee, Anti-Ragging etc., committees are formed. We encourage the student's communication skills, technical skills, and excellence in sports, cultural activities, team work, and time management and also expected to build leadership qualities and confidence

Cultural events are conducted every year on the eve of annual day, convocation day, freshers day and Alumni meet. The Academic Monitoring system is used to improve performance curriculum contents and develop beyond the curriculum to facilitate students. Placement Cell can get feedback from them and make right decision in suggesting students to take appropriate training before attending the interviews. Institution conducts regular symposiums department wise during the odd semester and conferences during the even semester. Workshops are a routine activity every month. Students have participated in competitions and symposiums of the institutes and have won prizes and accolades.TJS entrepreneurship development cell enables the student's members to walk out of the campus with an

entrepreneurial attitude or ability. Seminars and Guest Lectures are conducted to enhance the technical knowledge of the students in recent technology and to think beyond the subjects to excel in career.

File Description	Documents
Paste link for additional information	http://tjsec.in/gallery-2/
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

02

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

An Alumni Meet is organized at end of every academic year to celebrate and refresh old relationships. They go down the memory lane and have interactions with others. It is an unforgettable event and a moment of excitement as they get a chance to meet their friends, former teachers.

- Meetings/activities organized by TJS Alumni Association :

1. Meetings organized by Alumni Association on February month
2. Guest lecturers for students by Alumni

File Description	Documents
Paste link for additional information	http://tjsec.in/alumni/
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**D. 1 Lakhs - 3Lakhs**

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

The Vision of the College is "To empower the youth by developing their capabilities through quality education based on values" and to transform the learners into national contributors and achievers. The mission of the institution is to promote education through a holistic manner to make them employable, to make them responsible citizens to participate in the advancement of the society, to make them contribute to the national growth. The institution follows a meticulous system of decentralized authority by conferring an appropriate degree of empowerment at various levels. The Management focuses mainly on

1. **Develop Centre of Excellence in all Engineering streams to promote Academic activities and Research in the field of Engineering and Technology.**
2. **To provide 100 % placement to the eligible students with professionalism**
3. **Developing an excellent level of industrial relations to satisfy the mutual requirements and the utmost commitment to satisfy the social needs.**

By adopting a bottom-up approach through the various non-statutory committees like Governing committee, Anti-ragging committee, Women Empowerment Cell, Institution Innovation council, Entrepreneurship Development Cell, Students Innovation club, etc., it is clear evidence that teachers are involved in

the decision-making bodies thus fulfilling the spirit of participative management

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File Description	Documents
Paste link for additional information	http://tjsec.in/committees-and-activities/
Upload any additional information	View File

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

As a decentralization measure for academics, Heads of Departments are responsible for the academic and administrative matters of the departments with one or more programmes. Overall quality is managed through an ISO system with Internal Quality Assurance Cell. Likewise for general administrative responsibilities, new portfolios are created at different time intervals and coordinators are appointed for the same.

To enhance the programme outcomes as specified, Programme Coordinators are identified to support the Head of the Department in executing academic activities effectively. They facilitate various stakeholders to decide the curriculum, plan the meetings, and implement their innovation with a core team of faculty members identified for the programme under the supervision of the Head of the Department. Programme Coordinators are empowered to strengthen each programme of study and support the Head of the Departments in providing outcome-based education

File Description	Documents
Paste link for additional information	http://tjsec.in/committees-and-activities/
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/perspective plan is effectively deployed to sustain the core competencies. The "Vision 2021", the Five-year Strategic Planning and Deployment Document comprised of a reiteration of

the Vision and Mission Statements, the Strategic Plan, and deployment strategies based on the SWOC analysis. While formulating the strategic plan and deployment document, care has been taken to involve all stakeholders to help contribute their vital part, Management was successful in deploying many of the major proposed plans successfully during the last five years such as:

1. Development of Spacious Central Library complex

2. Developing a Rainwater harvesting system in all the buildings.

3. Expansion of the Entrepreneurship activities into Institution Innovation council and Incubation Center

4. Implementation of Academic activities with NBA standards

5. Creation of a dedicated facility for Placement activities

The successful implementation of the strategic plan for research and development is obvious from the activity of students' innovative projects to support the green technology-based requirements such as fabrication of E-bike, Handicapped cars, Solar cells based projects were deployed with a significant amount of seed money provided by the management. A dedicated facility for placement activities has been created.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/05/6.2.1.pdf
Upload any additional information	No File Uploaded

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 organogram of the institution indicates that the Organization is supported by the Board of Trustees and Governing Council, Academic Council. This institution is a unit of T.J. Sivananda Mudaliar EducationalTrust. Shri. T.J. Govindarajan., Educationalist, Industrialist, and philanthropist was the Chairman of the Governing Council of the college. The governing

council accommodates highly prestigious and academic members of the society along with a higher level of faculty members of the college. The major decisions for the college are taken by the governing council meeting to arrive at major policy decisions. The admission, financial administration, and academic administration of the interaction are carried out by the executive committee whose members are Chairman, Vice-Chairman, Secretary, Treasurer, and Principal. The board of trustees comprises three members besides the secretary and treasurer. The Principal is assisted by the staff council. He is also assisted by the office of the Principal. The appointment of faculty and staff members is based on norms issued by the affiliating university while the service rules are formulated and amended through meetings at various levels. The policies of the institution help in the successful functioning through the implementation of optimal procedures instructed by ISO standards.

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/6.2.2-Roles-Responsibilities.pdf
Link to Organogram of the institution webpage	http://tjsec.in/wp-content/uploads/2022/06/6.2.2.-Organogram-of-the-Institution.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

The list of effective welfare measures existing for both teaching and non-teaching staff helps in the effective functioning of our organization. Leave benefits, Medical Centre for treatment, Gym, Canteen facility, Tour advance, Festival Advance, Social welfare - PF, ESI, Group Insurance Scheme, Fees concession forwards of faculty.1.Casual Leave: A total of 12 days' leave is given in a year along with Restricted Holidays. 2. Sick Leave: This type of leave is given 10 days a year. 3. Maternity Leave: Female staff is entitled to a maximum of 4 weeks (28 days) of maternity leave with postnatal leave. 4. Summer Winter vacation: This is given 30 days in summer and 15 days in winter. 6. Provident Fund: It is composed of contributions made by the employee during the time he/she worked along with an equal contribution by the employer. Regular permission for higher learning, research are in place which promotes a motivating factor in the college

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/06/6.3.1.pdf
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

02

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

03

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	No File Uploaded
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

46

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	No File Uploaded
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

Performance Appraisal is done every year after completion of the academic year by the respective HODs to assess the performance of the faculty members/staff in the academic year. The assessment is carried out through three categories of the Appraisal form

1) For Professors and Associate professors

2) For Assistant professors and

3) For Non- Teaching staff.

For the teaching staff the appraisal measures and assesses the Teaching/Learning, Student feedback, Evaluation, Research related activities, and Co-curricular and Extension activities. In the same way, the work activities of non-teaching staff are assessed. The form has three parts Part-A where the faculty and staff declare his or her performance through qualitative and quantitative metrics, while Part-B is the potential assessment by the Head of the department for teaching staff or by the laboratory heads for the non-teaching staff. Part-B is transparent which is acceptable by the concerned staff and faculty members. Part-C is meant for recommendation by the Head of the department. The appraisal will be reviewed by the Principal further. Improvements are suggested to perform well and good performance is appreciated and rewarded. Plans are on the standards for the incorporation of the performance appraisal in the college ERP system.

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 conducts internal and external financial audits regularly every year. Internal audits are conducted quarterly by the finance team and the accounting team is guided accordingly. Any discrepancies found are subjected to rectification through the Administrative officer. The activities include general

accounts, GSTs, ETDS, and various returns. The internal audits serve as a preface to the external statutory audit and it serves more of a guide to the accounting team of the institution. The external statutory audit is usually carried out yearly once, owing to the pandemic situation in the academic year of 2020-2021. The external statutory audit which may house audit objections is presented to the finance team of the institution which immediately complies through the process of rectification and corrective action. The compliance is reflected in the report submitted following the audit by external auditors. The external audit team, if not satisfied with the compliance report, has the provision to report to the top management and the treasurer of the educational institution/ trust. Through this process, any audit objections will be resolved cordially before proceeding with the presentation of the financial details to the board of trustees and the governing council of the institution.

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)

244500

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

The strategy for mobilization of funds and the optimal utilization of resources of the college can be related as follows The resource mobilization policy of the institution is highly

transparent and the mobilization of funds for the operation of the institution is mainly through the avenue of fee collection. The various avenues of fee collection are listed as:

Tuition fees

Hostel Fees

Transport Fee

Canteen fees

The most favorable utilization involves 50% going out in paying salary to the faculty members and staff of the institution. Major chunk is utilized for paying Electricity charges and Transport charges. A substantial portion is earmarked for equipment purchase, purchase of library books. The canteen revenue almost completely goes for the canteen expenses as the institution has committed to providing high-quality hygienic food to the faculty members, staff, and students of the institution. The resources are utilized for maintenance services of housekeeping, gardening, Renovation/ repairs of the institution. Based on the students growing strength, funds are allocated for the construction activities in the main college campus and the hostel. Hence it can be concluded that the college has well-defined, highly transparent strategies for funds and well-charted plans for the optimal utilization of the resources.

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

6.5 - Internal Quality Assurance System

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

The important contribution of the Internal Quality assurance cell for institutionalizing the quality assurance strategies and the processes is evident from two practices which are described briefly here. IQAC organized workshops for both students and lab instructors, on 5S A quality practice to maintain the laboratories. The cycle of a sort, set in order, shine, standardize and sustain has been implemented. An industrial visit

has been arranged for laboratory instructors to see the implementation of 5S in action in an industrial setting. As a result of this proposal, the various laboratories of the institution executed the 5S system. The next practice aimed to improve the quality of faculty members in the ensemble of the NAAC framework. Quality improvement workshops have been organized, First workshop trained faculty members on Innovative Pedagogies for Quality Enhancement of Teaching-learning process. This quality assurance process and initiative lined the way to the institutionalization of the best practice as a significant contribution of the Internal Quality Assurance Cell.

File Description	Documents
Paste link for additional information	http://tjsec.in/wp-content/uploads/2022/03/NAAC-Certificate-of-Accreditation-rotated-1.pdf
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, and methodologies of operations and learning outcomes at quarterly intervals. The ISO process implemented in the institution assures this system. The Academic Objective is that, Principal reviews the teaching-learning process, methodologies of operation, and learning outcomes in collaboration with HODs. The implementation of Outcome-Based Education built upon Bloom's revised taxonomy aided in the improvement in the teaching-learning process. The OBE admits activity-based assignments and online MCQs. The ERP system of the college accommodates a model for this activity. ICT-based teaching enabled the students to learn in their way thus enhancing their comprehension through playback of recorded lecture sessions. The question paper has been set at level 3 and above, this enhances the quality of learning substantially. The end-semester online examination ensured the administering of different question papers to ensure the quality of learning through the testing process. Implementation of teaching-learning reforms resulted in incremental improvements made for the preceding year about quality as reflected in the pass percentage and the enhancements in the placements.

File Description	Documents
Paste link for additional information	http://tjsec.in/po-pso/
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	http://tjsec.in/wp-content/uploads/2022/03/AQAR-REPORT-2019-2020.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Events relating to gender equity& gender sensitivity are conductedthrough various initiatives throughout the year.

Safety & Security:

1. A resident lady warden in the ladies' hostel is employed along with a separate resident warden for boys' hostel.

2. CCTV cameras have been fixed in the prominent places like

hostel, campus corridors, main campus building and common places.

3. Statutory committees like Anti-Sexual harassment committee, Grievance Redressal committee comprising of female faculty members is constituted as per the AICTE/University guidelines and is working effectively.

4. Anti-ragging committee takes in stake of ragging incidents, if any regularly.

Counseling:

1. The college has a well-defined student counseling system. Each student is allotted with a particular faculty member who will be his/her counsel till the end of his/her course.

2. Each faculty has 15 to 20 students to mentoring. This improves the relationship between student and the mentor and helps the mentor to know the overall personality of each student.

3. Students meet their mentors for any grievances- regarding gender related issues if any, personal problems, general issues, lack of facilities, academics etc.

4. A Student welfare and counseling committee is constituted to monitor the student counseling process.

File Description	Documents
Annual gender sensitization action plan	http://tjsec.in/wp-content/uploads/2022/06/7.1.1-Action-Plan.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	http://tjsec.in/committees-and-activities/

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	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

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

Solid Waste Management:

The solid waste generated in the campus are paper waste from day to day activities, and food waste from canteen. The waste is reduced at the source, further the paper waste iscollected and sent to "ITC" a recycling vendor and the waste papers are replaced by normal A4 sheets. Usually a minimum quantity of food waste is generated and that too is donated to nearby orphanages and also is fed to some domestic animals in villages. Dried leaves and plant chopping are collected and disposed properly and is also used as an organic manure.

Liquid Waste Management:

Inside the campus are sullage from canteen, sewage inside the campus and waste water from R.O plant. Sullage is treated by natural oxidation disposed to nearby agricultural land. Sewage is collected in septic tank where it undergoes anaerobic decomposed and which is disposed off through collecting trucks. Waste water from R.O. plant is reused for gardening.

E-Waste Management:

All Electronic waste like CPU's, Hard disks, Laboratory Equipment scrap is sent to JDAG – E waste management company located in Thiruvallur district. Once the computers get expired, they are collected from different locations of the campus by designated technicians.

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:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

B. Any 3 of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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	No File Uploaded

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

B. Any 3 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	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

TAMIL MANDRAM

The main objective of the Tamil Mandram isto promote students' knowledge in Tamil Language and to disseminate our ancient Tamil Culture among the youth.

- Conducted motivation on importance of the language by Mr.M.Vidhuran Kumar/AP/ Mathematics
- Conducted Poetry Wring Competition among the students

ENGLISH LITERARY CLUB

The English literary club helps the Students to learn beyond the classrooms. ELC offers a dynamic platform to engage the students in literary forums like debating, elocution, essay writing, poster making and poetry writing.

- Conducted Essay writing competition "Role of Engineers in building a better society"

- Conducted Oratorical competition "Lessons for World from Covid'19"

- Conducted Group Discussion on "Climate change"

BLOOD DONATION CAMP

The NSS Unit of Our College regularly organises blood donation camps every year. Our honourable Chairman Shri T.J.Govindarajan and the respected management members inaugurate the camp. The students and the faculty members come forward voluntarily to donate blood. The donors and volunteers are also issued certificates.

VOTERS DAY CELEBRATION

Our college organized National Voters Day Celebration on at college premises. The objective of the program was to inculcate constitutional obligations among students, to create awareness about Universal Franchise, to sensitize the students about importance of voting.

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

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

Every year we are conducting Anti ragging, Anti -drug programme through various committees already formed and on 25.1.21 voter's day was celebrated to create the awareness among young voters. Blood donation camp was organized every year but this year due to pandemic situation we have postponed it to the upcoming year. To inculcate the values for being responsible citizens programme to address gender issues, green revolution,ecosystems, energyaudit, beyond the campus environmental promotional activities were conducted.the students of computer science, electronics and communication engineering and mechanical engineering students were offered a course named professional ethics which will help them to acquire a wide range of knowledge about human values, universal values and work ethics. Considering the pandemic situation we have provide our institution as a covid care centre to the state government's health department. This most of the activities were conducted through online mode.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://tjsec.in/committees-and-activities/
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	A. All of the above

students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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	**No File Uploaded**

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

The celebration of National/International commemorative days, events and festivals is great heritage in the Institute.

The institute has a tradition of celebrating the Republic Day and Independence Day with full vigour and enthusiasm. The celebration includes parade of NCC members of the student group, unfurling of the tri-colour national flag, singing of national anthem and address by the Chairman (TJS Group of institution) for the special days.

Students organize the teachers' day on 5th September every year in the College campus to felicitate the teachers and also to show their gratitude towards a great teacher and a legend Dr. S. P. Radhakrishnan. Every year Institute organizes a Pongal and Christmas day celebration. Every year Institute organizes Engineer's Day on 15th September, to commemorate the birth anniversary of Bharat Rathna Sri. Mokshagundam Visvesvaraya. Constitution day is celebrated on 26th November every year by reading out the Preamble as stated in Constitution of India. The institute takes all efforts to commemorate the Birth anniversary of Dr.A.P.J.Abdul kalam.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	*View File*
Geo tagged photographs of some of the events	*View File*
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice -I 1. Title of the Practice: Mentor,Mentee-Scheme 2. Objectives of the Practice ? To plan the profession goals of students. ? To enhance presentation skills, written skills and communication skills. ? To encourage students to become entrepreneurs ? To build on general aptitude test/technical quiz proficiency. ? To motivate innovative project. ? To emerge leadership qualities. ? To understand resume writing and preparations for mock interview. Best Practice-II 1. Title of the Practice:-Students Associations of Department and College. 2.Objectives of the Practice ? To develop personality, communication skill, awareness about different types of entrance exams and interview, and to develop skill to qualify various competitive exams. ? To develop awareness about sports and physical fitness. ? To conduct technical seminars ,workshops, hands on training as per the current industry need. ? To organize various activities like programming contest, technical quiz, debate competition, personality contest etc. that will not only enhance the technical abilities and knowledge among the students, but also builds the overall personality skills of the students. ? To organize events like project competition, paper presentations etc. ? To develop awareness about participation in different events held at state, national level events.

File Description	Documents
Best practices in the Institutional website	http://tjsec.in/wp-content/uploads/2022/06/7.2.1_Best_Practices.pdf
Any other relevant information	http://tjsec.in/wp-content/uploads/2022/06/7.2.1supporting-file.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

Entrepreneurship Development Cell

VISION Our vision is to help students who have an idea, product and burning desire to give HR, management, convincing skills, market exposure and investors for their startup. This cell will help students to understand the business world by actually working in a start-up.

MISSION

Our mission is to help the aspiring entrepreneurs start and grow their businesses by creating a pathway of various opportunities like interactive sessions with professionals, business competitions to increase the awareness. This will help foster entrepreneurial thinking, promote business knowledge and instill confidence in every student.

OBJECTIVES

- Inculcate the passion and spirit among students to pursue entrepreneurship.
- To spread the knowledge about entrepreneurship through guest lectures etc.
- Motivate students to develop their own start-ups.
- Identifying the brightest ideas and giving them one platform and convert them.

ACHIVEMENTS

- NIESBUD Empanelled Institution for the PRADHAN MANTRI YUVA YOJANA (PM YUVA) Scheme
- EDII TN authorized Spoke College under Anna University for the IEDP PROGRAMME
- EDII, Gujarat given a Grant of Rs. 2.2 lakhs to TJSEC for the Entrepreneurship Awareness Camp programme under DST-NIMAT scheme.
- PM YUVA YOJANA scheme given a grant of Rs. 66500 for Faculty development Programme on Entrepreneurship.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

TJS Engineering College, wish to make the institution as a technical hub with international standard of academic activities ensuring quality graduates. The institution is passionate towards various Technical Surveys conducted across the country. The institution in its objective of enhancing the quality standards,implementation of policies is open to participate in various national and international ranking systems for higher education institutes in India.

AIIRA RANKING: As part of the activities related to innovation and entrepreneurship, the institution has planned to register and take part in the ranking process in the upcoming academic year 2021-22. The management will focus on Budget, Expenses to Support & Revenue Generated, Infrastructures & Facilities to Support Innovations and Start-ups, Awareness Activities for Promoting Idea Generation and Innovation, Promotion and Supporting Entrepreneurship Development, Intellectual Property (IP) Generation, Technology Transfer and Commercialization, Innovative Learning Methods & Courses and Innovations in Governance of the Institution.

NIRF RANKING: The institution is planning to participate in the National Institutional Ranking Framework (NIRF) was approved by the MHRD. We are restructuring all our activities to map with the parameters of NIRF for Engineering colleges such as Teaching Learning and Resources, Research and Professional Practice, Graduation Outcomes, Outreach and inclusivity and Perception.