

The Annual Quality Assurance Report (AQAR) of the IQAC 2013-2014

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2013 to June 30, 2014)*

Part - A

1. Details of the Institution

| | | | |
|-----|-------------------------------------|---|--|
| 1.1 | Name of the Institution | : | Rajagiri School of Engineering & Technology |
| 1.2 | Address Line 1 | : | Rajagiri Valley |
| | Address Line 2 | : | Kakkanad |
| | City/Town | : | Kochi |
| | State | : | Kerala |
| | Pin Code | : | 682039 |
| | Institution e-mail address | : | office@rajagiritech.ac.in |
| | Contact No's | : | 0484 2427835, 2428238 |
| | Name of the Head of the Institution | : | Dr. J. Isaac |
| | Tel. No. with STD Code | : | 0484 2427160 |
| | Mobile | : | 98467 10815 |
| | Name of the IQAC Coordinator | : | Dr. Vinod Kumar P.B. |
| | Mobile | : | 98957 75409 |

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IQAC e-mail address : IQAC@rajagiritech.ac.in

1.3 NAAC Track ID : **08030**

1.4 Website address : **www.rajagiritech.ac.in**

Web-link of the AQAR :

http://www.rajagiritech.ac.in/home/naac/2013_14.doc

1.5 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | 2.79 | 2009 | 5 years |

1.6 Date of Establishment of IQAC : **07/10/2008**

1.7 AQAR for the year (*for example 2010-11*) : **2013-14**

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

i. AQAR _____ (DD/MM/YYYY)

ii. AQAR _____ (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University

State

Central

Deemed

Private

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| | | |
|---------------------------|---|--|
| Affiliated College | Yes <input checked="" type="checkbox"/> | No |
| Constituent College | Yes | No <input checked="" type="checkbox"/> |
| Autonomous college of UGC | Yes | No <input checked="" type="checkbox"/> |

Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)

| | | | |
|---------------------|--|-------|--------|
| Type of Institution | Co-education <input checked="" type="checkbox"/> | Men | Women |
| | Urban <input checked="" type="checkbox"/> | Rural | Tribal |

| | | | |
|------------------|-------------------------------|--|---------|
| Financial Status | Grant-in-aid | UGC 2(f) | UGC 12B |
| | Grant-in-aid + Self Financing | Totally Self-financing <input checked="" type="checkbox"/> | |

1.10 Type of Faculty/Programme

| | | | | |
|------------------|---|----------------|------------|----------------|
| Arts | Science | Commerce | Law | PEI (Phys Edu) |
| TEI (Edu) | Engineering <input checked="" type="checkbox"/> | Health Science | Management | |
| Others (Specify) | | | | |

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

- Mahatma Gandhi University, Kottayam, Kerala

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

| | | |
|--|-----|---------------------------------------|
| Autonomy by State/Central Govt. / University | :NO | |
| University with Potential for Excellence | :NO | UGC-CPE <input type="checkbox"/> :NO |
| DST Star Scheme | :NO | UGC-CE <input type="checkbox"/> :NO |
| UGC-Special Assistance Programme | :NO | DST-FIST <input type="checkbox"/> :NO |

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| | | |
|------------------------------|-----|------------------------------|
| UGC-Innovative PG programmes | :NO | Any other (<i>Specify</i>) |
| UGC-COP Programmes | :NO | |

2. IQAC Composition and Activities

| | |
|---|-----|
| 2.1 No. of Teachers | :10 |
| 2.2 No. of Administrative/Technical staff | : 5 |
| 2.3 No. of students | : 1 |
| 2.4 No. of Management representatives | : 0 |
| 2.5 No. of Alumni | :1 |
| 2. 6 No. of any other stakeholder and community representatives | :1 |
| 2.7 No. of Employers/ Industrialists | : 2 |
| 2.8 No. of other External Experts | : 0 |
| 2.9 Total No. of members | :20 |
| 2.10 No. of IQAC meetings held | : 2 |
| 2.11 No. of meetings with various stakeholders: No. | : 5 |
| Faculty | : 3 |
| Non-Teaching Staff | : 1 |
| Alumni | : 1 |
| Others | : 0 |

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

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Total Nos. : 0 International : 0 National : 0

State : 0 Institution Level : 0

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- IQAC reviewed the academic performance of all departments and suggested steps to improve overall teaching learning.
- The IQAC chalks out an academic plan in the beginning of the semester which helps the faculty and students in making the teaching- learning process more effective.
- The IQAC monitors the activities throughout the year, makes suggestions and incorporates the remedial measures
- Interaction with Heads and faculties of each and every department for maintaining and sustaining quality education as directed by IQAC

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|--|---|
| ➤ Strengthen the NBA activities | NBA visit was successfully completed. |
| ➤ More file have to be introduced to document the quality. | Each department has come up with a file list and all the files are updated. |
| ➤ Motivate the faculty members for the submission of research proposal to funding agencies. | A Few proposals are getting ready for submission. |
| ➤ Encourage faculty members to apply and Organize workshops/ seminars/ conference in national and international Levels | International conference , workshops , seminars were organized |

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| | |
|--|--|
| ➤ Create awareness among students about Entrepreneurship | Entrepreneurship talks about the opportunities were organized. |
| ➤ More Industry Institute interaction to strengthen and motivate the faculty | Lectures from Industry experts are organized |
| ➤ Increase in amenities and facilities | Construction of a new block started |
| ➤ Continue the Professional Association activities | Activities are regularly organized by all the associations |
| ➤ Continue conducting Short term Courses | Short term courses are conducted regularly |

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

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body(Academic Council)

Provide the details of the action taken

Part -B

Criteria-I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | | | | |
| PG | 6 | 0 | 6 | 0 |
| UG | 6 | 1 | 7 | 0 |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 12 | 1 | 13 | 0 |

| | | | | |
|-------------------|--|--|--|--|
| Interdisciplinary | | | | |
| Innovative | | | | |

1.2 (i) Flexibility of the Curriculum: **Core/Elective option/Short term courses**

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 13 |
| Trimester | |
| Annual | |

1.2 Feedback from stakeholders*

Alumni ✓ Parents ✓ Employers ✓ Students ✓

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(On all aspects)

Mode of feedback : Online ✓ Manual ✓ Co-operating schools (for PEI)

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

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

➤ **NO**

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

➤ **Civil Engineering**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Asst. Professors | Associate Professors | Professors | Others | Total |
|------------------|----------------------|------------|--------|-------|
| 132 | 5 | 13 | 5 | 155 |

2.2 No. of permanent faculty with Ph.D.

| |
|------------|
| No: |
| 9 |

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| 132 | - | 5 | - | 13 | - | 5 | - | 155 | - |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| Guest | Visiting | Temporary |
|--------------|-----------------|------------------|
| 3 | 0 | 1 |

2.5 Faculty participation in conferences and symposia

| No: of faculty | International level | National level | State level |
|-----------------------|----------------------------|-----------------------|--------------------|
| Attended | 60 | 32 | 2 |
| Presented papers | 47 | 10 | 6 |
| Resource persons | 3 | 3 | 5 |

2.6 Innovative processes adopted by the institution in Teaching and Learning

- Moodle
- Mentoring- 15 students per staff are allotted and weekly meetings are held.
- Smart Class Rooms with LCD Projectors.
- Bridge Courses – Training on software packages like C, Matlab, PIC etc. for students.
- Usually done during the beginning of the semester.
- Student Enrichment Programmes (SEP) – An hour per week is allocated for SEP
- Activities like talk by experts from academia and industry.
- Tutorial Hours – An hour per week is spent as tutorial hour for every theory subject

2.7 Total no: of actual teaching days during this academic year

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➤ 147

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

➤ Nil

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

| Curriculum Restructuring | Revision | Syllabus Development |
|--------------------------|----------|----------------------|
| 6 | 6 | 5 |

2.10 Average percentage of attendance of students

| Attendance % |
|--------------|
| 89.05 |

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | Pass % |
|------------------------|--------------------------------|---------------|-------|------|-------|--------|
| | | Distinction % | I % | II % | III % | |
| B.Tech in CSE | 118 | 25 | 72 | Nil | NA | 82.2 |
| B.Tech in ECE | 120 | 36 | 64 | Nil | NA | 77 |
| B.Tech in EEE | 59 | 37.29 | 47.46 | Nil | NA | 84.75 |
| B.Tech in IT | 41 | 7.31 | 46.34 | Nil | NA | 53.7 |
| B.Tech in AE | 59 | 5 | 40 | Nil | NA | 76.27 |

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| | |
|--------------|--|
| B.Tech in ME | N.A (No Passout Batches- 1 st Batch in 2014-15) |
|--------------|--|

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

- All the faculty members are asked to enter the day to day activities in the RSMS and the same is monitored.
- Course coverage is monitored and if there is any deviation IQAC seeks clarification from the concerned staff through HOD.
- Audits are done to see all the activities are done on time.
- Feedbacks are studied and improvements are suggested.
- IQAC evaluates the report and suggest improvements by discussing with the faculty.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|-------------------------------------|
| Summer / Winter schools, Workshops, etc. | 105 |

2.14 Details of Administrative and Technical staff.

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the year | Number of positions filled temporarily |
|----------------------|--------------------------------------|-----------------------------------|---|---|
| Technical Staff | 38 | 0 | 5 | 0 |
| Administrative Staff | 30 | 0 | 0 | 0 |

Criterion - III

3. Research, Consultancy and Extension

3.1. Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|------------------|----------------|-------------------|------------------|
| Number | | 4 | 2 | |
| Outlay in Rs. Lakhs | | 67,89,178 | 23,20,000 | |

3.2. Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|------------------|----------------|-------------------|------------------|
| Number | | 8 | 6 | |
| Outlay in Rs. Lakhs | | 33,05,000 | 28,40,000 | |

3.3. Details on research publications (Specify number)

| | International | National | Others |
|--------------------------|----------------------|-----------------|---------------|
| Peer Review Journals | 4 | | |
| Non-Peer Review Journals | | | |
| e-Journals | 62 | 1 | |
| Conference proceedings | 60 | 19 | |

3.4. Details on Impact factor of publications:

| | |
|-----------------------|------------|
| Range | .484 – 3.1 |
| Average | 1.430 |
| h-index | |
| Nos. in SCOPUS | Vol 4 , 4 |

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3.5. Research funds sanctioned and received from various funding agencies, industry and other organizations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---------------|---|------------------------|----------------|
| Major projects | 2013-2016 | UGC | 9,80,000 | 9,80,000 |
| | 2013-2016 | DRDO | 13,40,000 | 13,40,000 |
| Minor Projects | 2013-2014 | Centre for Disability Studies, Trivandrum (EEE) | Rs. 30,000(EE) | Rs. 30,000(EE) |
| | 2014-2016 | Internal | 5,00,000 | 5,00,000 |
| | 2014-2016 | Internal | 5,00,000 | 5,00,000 |
| | 2014-2016 | Internal | 5,00,000 | 5,00,000 |
| | 2014-2017 | Internal | 8,50,000 | 8,50,000 |
| | 2014-2017 | Internal | 4,00,000 | 4,00,000 |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects (<i>other than compulsory by the University</i>) | | | | |
| Any other(Specify) | 2013 - 2014 | MODROB | 24,70,000 | 42,70,000 |

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| | | | | |
|--------------|--|--|--|-----------|
| Total | | | | 93,40,000 |
|--------------|--|--|--|-----------|

3.6. No. of books published

| | |
|---------------------------------|---|
| With ISBN No. | 1 |
| Without ISBN No. | |
| Chapters in Edited Books | |

3.7. Whether received funds from

| | Count | Amount |
|------------------|--------------|---------------|
| UGC-SAP | 1 | 9,80,000 |
| CAS | | |
| DST-FIST | | |
| DPE | | |
| DBT Scheme/funds | | |

3.8. Revenue generated through consultancy

3.9. No. of conferences organized by the department

| Level | International | National | State | University | College |
|---------------------|----------------------|-----------------|--------------|-------------------|----------------|
| Number | 2 | | | | |
| Sponsoring agencies | IEEE, Springer | | | | |

3.10. No. of faculty served as experts, chairpersons or resource persons

➤ 8

3.11. No. of collaborations

| | |
|---------------|---|
| International | |
| National | 6 |

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| | |
|-----------|--|
| Any other | |
|-----------|--|

3.12. Total budget for research for current year in lakhs :

| | |
|---------------------------------------|---------------|
| From Funding agency | Rs. 23,20,000 |
| From Management of University/College | Rs. 9,98,347 |
| Total | Rs. 33,18,347 |

3.13. No. of patents received this year

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | |
| | Granted | |
| International | Applied | |
| | Granted | |
| Commercialized | Applied | |
| | Granted | |

3.14. No. of research awards/ recognitions received by faculty and research fellows

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| 2 | 1 | 1 | | | | |

3.15. No. of faculty from the department

| | |
|--------------------------------|---|
| Who are Ph.D. guides | 3 |
| Students registered under them | 7 |

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

| | |
|-----|--|
| JRF | |
| SRF | |

| | |
|-----------------|--|
| Project Fellows | |
| Any other | |

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

- Bivil M. Jacob & Hashim P. Kamal of 2010 – 2014 batch of B. Tech CSE presented a paper in the **7th ACM International workshop on Network-on-chip Architecture (NoCArc - 14) held in conjunction with the IEEE International Symposium on Micro Architecture (MICRO - 2014) at the Cambridge University, UK** on 13th December 2014. As a token of appreciation the Management awarded an amount of Rs. 10,000/- each.
- RRCC conducts **Year Round Poster Competition** for first year B. Tech students. The students are grouped into the different research groups. They prepare and present a poster on some topic in that area.
- The institution has successfully organized an international conference International Conference on Advances in Computing & Communications (ICACC) from 29th – 31st August 2013
- The institution has organized International Conference and workshop on Fractals and wavelets from November 9th – 16th 2013
- PIC 16F877A microcontroller programming short term course conducted on 10th to 14th January 2013
- Students of second year B.Tech (2012 Admission) underwent a social service scheme in June 2013.
- An induction programme for new members of ENCON club of RSET was held on 28th November 2013 which was presided over by Ms. M S Mythili, Chief Environmental Engineer, Kerala State Pollution Control Board.
- Visit to an old age home by 2010 - 2014 batch.

Criterion - IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|-------------------|-----------------|----------------|-------------------|
| Campus area | 28.73 acres | Nil | Management | 28.73 acres |
| Class rooms | 36 (2999.93 sq m) | 4 (258.16 sq m) | | 40 (3258.09 sq m) |
| Laboratories | 34 (3662.35 sq m) | 2 (367.04 sq m) | | 36 (4029.39 sq m) |
| Seminar Halls | 5 (890.42 sq m) | Nil | | 890.42 sq m |
| No. of important equipments purchased (> 1-0 lakh) during the current year. | 39 | | | 39 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 18829406.97/- | | | 18829406.97/- |

4.2 Computerization of administration and library

- We have internal software called RSMS (Rajagiri Student Management System) for the day to day administration, this software is updated as and when required and Library automation is done using the software Libsoft.

4.3 Library services (1st April 2013 – 31st March 2014):

| | Existing | | Newly added (2013-14) | | Total | |
|--|--|---------|---|-----------|----------------------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books (2001 - 31 st March 2013) | 21258 | 6713427 | 2099 | 653228 | 23357 | 7366655 |
| Reference Books (2001 - 31 st March 2013) | 2962 | 2801149 | 412 | 1,132,098 | 3374 | 3933247 |
| e-Books (2011-12) | McGraw- Hill (363 E-Books) | 105342 | McGraw-Hill (363 E-Books) | 115545 | 363 | 220887 |
| Journals (2009-12) | 205 | 527588 | 59 | 222416 | 264 | 750004 |
| e-Journals (2009-12) | 1. IEEE/IET - IEL (241 journals) 2. IEEE ASPP (134 Journals) 3. Springer (134 Journals) 4. Elsevier Science Direct (275 Journals) 5. ASME (26 Journals) 6. JGATE 7. ASTM | 3053794 | IEEE/IET - IEL online (IEL Growth Plan) | 1176780 | 7 E-Journal Packages | 4230574 |
| Digital Database | NPTEL Video Lectures , Institutional Repository | | | | | |
| CD & Video(2009-12) | 661 | | 180 | | 841 | |

| | |
|---------------------------------------|-------------------|
| Others (specify) – Back Volumes | Back Volumes 1629 |
|---------------------------------------|-------------------|

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|--------------------------------|---------------|-----------------|------------------|------------------|--------|-------------|---|
| Existing | Desktops-648 Laptops-97 | 12 | Asianet-12Mbps, | 1 | 1 | 01 | 07 | Entire college is Wi-Fi enabled and all computer labs have Internet access. |
| Added | Desktops =122 | 1 | Airtel-19Mbps | Nil | Nil | Nil | 01 | |
| Total | 770 Desktop + 97 laptops | 13 | 31 Mbps | 1 | 1 | 01 | 08 | |

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

COMPUTER AND INTERNET ACCESS

- Faculty members are provided with Laptops on seniority basis.
- All students have separate login accounts to store their data in the college server.
- Separate accounts are given to all the faculty members to save their data and they can use internet and intranet any time free of cost.
- All the staff rooms are equipped with computer and printer with internet access.
- Entire campus is Wi-Fi enabled and all computer labs have Internet access.
- The Wi-Fi facility is available in the college hostels also.

- The institution has a total of 31 Mbps line for internet.

TRAINING TO TEACHERS AND STUDENTS

- Three day training programme on CATIA modeling software by trainers from EDS technologies, Kochi, May 2nd, 3rd & 5th, 2014
- One day seminar on “Recent trends in Cloud Computing- As it climbs down the Hype Cycle” on Dec 5, 2014
- One day training on “Geographic Information System” on 13th & 14th December, 2014
- Faculty training programme on Distributed Control System, April 23 – 26, 2014.
- Workshop on Data Mining Tools and its Applications, 23-25 April 2014.
- Talk on “How to approach Doctoral Research, 3 MAY 2014.
- Three day workshop on Data Mining Tools and its applications, 23-25 April 2014.
- 5 day workshop on “Industrial Pollution Control”, Nov 25 to 29, 2013
- International workshop on Cloud Computing and Aneka Platform RSET, 19 October 2013.
- Two day Workshop on CASE Tools, 18-19 Nov 2013.
- International conference on Advances in computing and communication August 2013
- One day workshop on Intellectual Property right 9/4/2013
- Academic Retreat program from 25/3/2013 to 27/3/2013
- Two weeks training program on Research Frontiers in Networking 3/5/2013 to 10/5/2013
- International conference/ workshop on Fractals and wavelets 9/10/2013 to 16/10/2013
- Two day work shop on Enhanced Teaching methods using MOODLE 10 and 16 December 2013

- Two day training programme on the CAD/ CAM software CATIA for Faculties (18/06/2013 – 19/06/2013)
- International conference on Advances in computing and communication August 2013

For Students

- LATEX – July 8 and 9, 2013
- Course on PLC and SCADA, July 11 and 12, 2013
- Young innovator '13, 14th June 2013
- App Development Workshop 27/7/2013
- Mozilla mini app day 3/8/2013
- Wordpress development workshop 27/8/2013
- 24th Regional Student Convention 6/9/2013 to 7/9/2013
- IEEE PES Kerala Chapter All kerala Quiz Contest 11/9/2013
- Work shop on Creativity and innovation 2/10/2013
- A Technological Perspective for secure Coastline 27/11/2013
- Talk on Critical Security Controls in sea
- WEBINAR on IEEE XPLORE
- Espirito 2013
- Network programming short term course 10/1/2013 to 15/1/2013 for s6 IT
- short term course on Web Programming 15/1/2013 to 19/1/2013 for S8 IT
- Bridge Course on Logic Programming for s4 IT 24/1/2013 to 28/1/2013
- Course on PCB Fabrication, March 12, 2014.

4.6 Amount spent on maintenance in lakhs (1st April 2013 – 31st March 2014) :

| | |
|--|--------|
| i. ICT | 19.84 |
| ii. Campus Infrastructure and facilities | 141.63 |
| iii. Equipments | 3.33 |
| iv. Others | 2.24 |
| Total: | 167.04 |

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about student support services

- The institution publishes its updated academic handbook every year. The book includes information about the institute, list of teaching and non teaching staff, details about undergraduate and post graduate programmes, fee structure, rules and regulation of the college and its library, the various committees, clubs and associations, NSS, the Alumni, PTA, internal assessment and the pattern of evaluation, the tutorial system, hostel facility, various endowment funds, placement training, mentoring etc.
- The institution facilitates students to avail scholarship & other financial assistance from state government, central government and other authorities.

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- Each department publishes news letter every academic year.
- Enrichment of library by adding new books and journals.
- Builds a culture of social responsibility through extension activities by students.
- Grievance Re-addressal Cell is working for student support
- Provides latest information and communication tools like Wi-Fi Campus, Internet Facility etc.
- Keeps updating the information on the website on regular basis.

5.2 Efforts made by the institution for tracking the progression

- Conducts regular internal tests and meets parents to update them on students progress
- Remedial classes are arranged for slow learners
- Timely feedback on academic performances
- The academic council and the college council meet regularly to discuss various matters on the college particularly on student progression
- Organizing coaching classes for competitive exams
- Result Analysis after the announcement of university exam results.

5.3 a) Total number of students

| UG | PG | Ph.D | Others |
|------|-----|------|--------|
| 1934 | 228 | | |

b) No. of students outside the state

- 0

c) No. of International students

➤ 288

| Men | | Women | |
|------|------|-------|------|
| No | % | No | % |
| 1014 | 46.9 | 1148 | 53.1 |

| Last year | | | | | | This Year | | | | | |
|-------------|----|--------|---------|--|-------|-------------|----|--------|---------|--------------------------------------|-------|
| Gene ral | SC | S T | OB C | Phy sica lly Chal leng ed | Total | Gene ral | SC | S T | OB C | Physi cally Chall enge d | Total |
| 1844 | 31 | 1 | 19 | | 1895 | 2093 | 44 | 1 | 24 | | 2162 |

Demand ratio : **4.23**

Dropout % : **0.97**

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

- College provides GATE coaching for the students. Resource persons are from college itself. Classes are handled from 4.30 to 6 pm

No. of students beneficiaries 71

5.5 No. of students qualified in these examinations

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

5.6 Details of student counseling and career guidance

- The student welfare officer (SWO) of the college provides counseling services to the students with personal and psycho-social problems.. As a rule of the thumb, academically backward students are usually referred to SWO to explore for stress factors in the students' life and to help them out in coping with the stress factors or resolving the stressful situations. Depending upon the nature of problems, the students are given different types of therapy like cognitive behavior therapy, assertive training, social skills training, supportive therapy etc. In order to establish rapport with the students, the SWO is allotted 4 – 5 sessions with the first year students every year.

- The career guidance cell provides training program for all students so as to prepare them for the placement process. It spreads awareness about different career opportunities pertaining to the different branches of engineering by conducting workshops, lectures, seminars etc on career opportunities. The cell also provides coaching for competitive examinations.

No. of students benefitted 1634

5.7 Details of campus placement

| On Campus | | | Off Campus |
|------------------------------|------------------------------|------------------------|------------------------|
| No. of organizations visited | No. of students participated | No. of students placed | No. of students placed |
| 42 | | 321 | |

5.8 Details of gender sensitization programme

- The Women's Grievance Redressal Committee (WGRC) has been constituted

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in accordance with the recommendations stipulated in “The Sexual Harassment of Women at Work Place (Prevention, Prohibition, and Redressal) Bill”, 2006. The services of this committee can be availed of by all female students as well as teaching and non-teaching staff of the college. The committee has as its priorities the following objectives:

1. Prevention of sexual harassment
2. Redressal of any complaints of sexual harassment
3. Organization of talks/workshops on issues which are pertinent to women welfare and empowerment

5.9 Students Activities

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

| | | | | | |
|-------------------------------|---------------------------------|-------------------|---------------------------------|------------------------|----------------------|
| State/ University level | <input type="text" value="76"/> | National level | <input type="text" value="03"/> | International level | <input type="text"/> |
|-------------------------------|---------------------------------|-------------------|---------------------------------|------------------------|----------------------|

No. of students participated in cultural events

| | | | | | |
|-------------------------------|---------------------------------|-------------------|--------------------------------|------------------------|----------------------|
| State/ University level | <input type="text" value="06"/> | National level | <input type="text" value="0"/> | International level | <input type="text"/> |
|-------------------------------|---------------------------------|-------------------|--------------------------------|------------------------|----------------------|

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

| | | | | | | |
|---------|-------------------------------|---------------------------------|-------------------|----------------------|------------------------|----------------------|
| Sports: | State/ University level | <input type="text" value="03"/> | National level | <input type="text"/> | International level | <input type="text"/> |
|---------|-------------------------------|---------------------------------|-------------------|----------------------|------------------------|----------------------|

| | | | | | | |
|---------------|-------------------------------|---------------------------------|-------------------|---------------------------------|------------------------|----------------------|
| Cultural : | State/ University level | <input type="text" value="04"/> | National level | <input type="text" value="01"/> | International level | <input type="text"/> |
|---------------|-------------------------------|---------------------------------|-------------------|---------------------------------|------------------------|----------------------|

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|-----------------------|--------|
|--|-----------------------|--------|

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| | | |
|---|-----|---------------|
| Financial support from institution | 25 | Rs. 15,65,000 |
| Financial support from government | 144 | RS. 49,15,810 |
| Financial support from other sources | | |
| Number of students who received International/National recognitions | | |

5.11 Students Organised/ initiatives

| | | | | | | |
|-----------------|-------------------------------|----|--------------------|----|-------------------------|--|
| Fairs: | State/ University level | 01 | Nationa l level | 01 | Internationa l level | |
| Exhibition : | State/ University level | 01 | Nationa l level | 04 | Internationa l level | |

5.12 No. of social initiatives undertaken by the students

➤ 14

5.13 Major grievances of students (if any) redressed:

➤ **Nil.**

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution

VISION

To evolve into a premier technological and research institution, moulding eminent professionals with creative minds, innovative ideas and sound practical skill, and to shape a future where technology works for the enrichment of mankind.

MISSION

To impart state-of-the-art knowledge to individuals in various technological disciplines and to inculcate in them a high degree of social consciousness and human values, thereby enabling them to face the challenges of life with courage and conviction.

6.2. Does the institution has a management Information system

- YES, The institute has its own internally developed management information system (Rajagiri Student Management System (RSMS)) to manage general administration, academic activities of students & faculty members, various feedback reports and other RSET activities.

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

6.3.1. Curriculum Development

- Rajagiri School of Engineering & Technology is affiliated to Mahatma Gandhi University, Kottayam, Kerala. The institute does not have any flexibility of

curriculum other than to follow the curriculum by the university to which it is affiliated. Faculty members from the college have contributed significantly to the development of curriculum during syllabus revision meetings conducted by M. G. University.

- The department's advisory committee meets every year to identify the gaps in the curriculum (as discussed and suggested by eminent academics and industry experts) and look at courses/lectures that need to be augmented to the curriculum to bridge the gap. The output of this meeting would be add-on courses, guest lectures / workshops and enhanced laboratory experiments, thereby making the students industry ready.

6.3.2. Teaching and Learning

- Semester plan is prepared and disseminated in RSMS in accordance with the academic calendar published by university prior to the start of a semester
- Dissemination of curriculum book and course hand out in the website
- All faculty members prepare and update the course plan in RSMS regularly
- Implementation of outcome based education
- Defining course outcomes to meet out programme outcomes
- Identifying content delivery method, gaps & content beyond syllabus
- Assessing the students using various evaluation techniques for the attainment of course outcomes
- Preparation & updation of course files
- Mentoring: Each faculty is assigned with a group of student mentees. Periodic interaction with mentees is carried out for proper monitoring and guidance
- Previous year question papers and study materials are available in digital library

- Industrial Visits, Internships, Invited talks, Mini & Major projects
- Students' performance is monitored through continuous assessments like class assignments, tutorials, mid semester & model examinations

6.3.3. Examination and Evaluation

- Students must take all the examinations and tests conducted in the college. Absence from an examination/test will result in the forfeiture of their sessionals.
- There are two series examinations and one model examination in the first year; and a mid-semester examination and one model examination in each of the higher semesters. They form part of the Internal Assessment. Comprehensive examination is given to those students who had taken prior permission from the class teacher and HoD under valid medical grounds.
- The sessional marks breakup is as given below:

| Breakups | Marks |
|-----------------|---|
| Examinations | 30 (marks will be allotted proportionately) |
| Assignments | 10 |
| Attendance | 10 |
| Maximum Marks | 50 |

- For the first years', the first series examination will be conducted after completion of Modules 1 and 2, the second after completion of Modules 3 and 4, and the model examination will include the whole syllabus. For the higher semesters, the mid-semester examination shall be conducted after completion of Modules 1 to 3, and the model examination will include the whole syllabus.

- Late/non submission of assignments (which are part of the Internal Assessment) will result in reduction of sessionals.
- The progress report of the students will be sent to the parent/guardian after each test, and Open House will be conducted to facilitate parent-teacher interaction.
- Internal assessment marks of each theory subject should have a class average limited to 80%.
- Semester-end examinations are conducted by M. G. University.
- A candidate shall be declared to have passed in an individual subject of a semester examination if he/she secures not less than 40% marks for the subject in the university examination and not less than 50% of the total marks of the subject i.e. university examination marks and sessional marks in that subject put together.

6.3.4. Research and Development

- Research is considered as an integral part of the academic activities of the college.
- RSET management promotes research by granting incentives for publications in journals and conferences.
- A honorarium of Rs. 5000/- per month subject to a maximum of Rs. 50000/- per annum will be granted to the faculty member who is Principal Investigator of a research project funded by national agencies like UGC, AICTE, CSIR, DST, DRDO, ISRO, DAE etc. if the fund exceeds Rs. 2.5 lakhs for an academic year.
- Suitable incentives will be granted to the person who takes the consultancy project from an industry/research organization if the income from the project exceeds Rs. 2.5 lakh per year.

6.3.5. Library, ICT and physical infrastructure/instrumentation

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- Rajagiri School of Engineering & Technology (RSET) has 28.73 acres of land with 26813 m² built up floor space.
- Academic ambience is enhanced by modern furniture, improved infrastructure & state of the art facilities in classrooms (ICT enabled) and laboratories.
- Daily academic activities start with prayer.
- Hostel accommodation for boys and girls.
- The College has 11 buses & 1 light passenger vehicle.
- The College has canteen facility with seating capacity 300.
- The college has 500 kVA and 400 kVA (11KV/430 supply) transformer installed in the campus by Kerala State Electricity Board catering to the energy needs of the campus. As a backup, the institute also has standby diesel generators of 500 kVA and 320 kVA amounting to equal backup support i.e., 820 kVA in the event of power failures.
- College has telecom facility of BSNL with 11 lines are in use and every department, section, lab and all supporting service locations are having telephone access through intercom network of 138 lines.
- The college has Reverse Osmosis Plant (1000 liter/hr capacity) to serve the drinking water requirement in the campus.
- The College has its own security services to provide safety and 24 hours protection to the college, hostels and its belongings.
- RSET campus is networked and internet enabled through a 24/7, 31Mbps 1:1 leased line (12Mbps Asianet & 19 Mbps Bharti Airtel. Leased lines are connected through firewall. RSET also has 10 Mbps NMEICT connectivity on fiber.

- RSET has a well-furnished central library with modern amenities with a total area of 937 m² with a seating capacity of 201. Library functions from 8.00 a.m. to 8.30 p.m. on all working days and 9.30 a.m. to 4.00 p.m. on Sundays and holidays.
- RSET has a digital library equipped with institutional repositories (Faculty collection, Previous University question papers, etc.), video lectures and E-Journal packages (IEEE/IET Electronic Library (IEL), Elsevier Science Direct, Springer, ASCE, ASTM, ASME, J-Gate(JET), McGraw Hill (Access Engineering Library) – E-books.)

6.3.6. Human Resource Management

- Manpower planning is carried out every year in the month of May by considering the faculty workloads in each department. The HoDs prepare the department workload as per the guidelines for the coming academic year (both odd and even semesters) before one month of odd/even semester. The principal scrutinizes the department faculty work load and after necessary modifications, if required, get it approved by the Director. A copy of consolidated faculty requirement, along with a copy of the approved department faculty work load, is submitted to the Principal by Heads of departments. Department faculty workload and faculty requirements will be presented to the Director for final approval.

6.3.7. Faculty & Staff recruitment

- Vacancies arising from time to time shall, as required, be mentioned in the leading newspapers as decided by the management. The advertisement specifies the minimum qualifications and other

requirements for the post(s) subject to meeting the norms prescribed by AICTE or other competent authority

6.3.8. Industry Interaction/Collaboration

- Industry institute cell has been setup with the objective of promoting interaction between industry and institute.
- Cell organizes industrial visits, industrial training, seminars, workshops, technical talks etc.
- Coordinators: Prof. Dominic Mathew, Prof. Kuttyamma A. J., Dr. Thankachan T. Pullan

6.3.9. Admission of students

B. Tech Programme

- Admission is strictly on the basis of merit.
 - Students having a pass in Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or an examination recognized equivalent thereto with at least 50% mark in Mathematics separately, and 50% marks in Mathematics, Physics and Chemistry put together are eligible for admission.
3. He/She should be qualified in Kerala Engineering Entrance Examination for being eligible for admission in all seats, other than NRI quota.
4. 50% of the total seats in B. Tech courses are set apart for centralized allotment by the Commissioner for Entrance Examinations. 15% of seats within sanctioned intake is provided for NRI category and is given on the basis of marks obtained for PCM in 12th standard. Remaining seats are Management seats, allotted on merit by ranking applicants on the basis of marks obtained for PCM

(12th standard only) and for Kerala Engineering Entrance Examination.

- Nationality: - Candidates must be Citizens of India.

M. Tech Programme

- Eligibility will be subject to the rules and regulations of Mahatma Gandhi University/AICTE
- The candidates shall be citizens of India.
- The candidates shall have acquired the prescribed qualification from an institution approved by the AICTE and Mahatma Gandhi University.
- Candidates should have a minimum of 60% aggregate marks in BE / B. Tech in the respective discipline.
- For SC/ST candidates a pass in the above mentioned degrees is sufficient.
- Candidates, who have passed AMIE/AMIETE examinations and satisfying the following conditions, are eligible for admission to institutions under Universities of Kerala.
- They must have valid GATE score.
- A minimum of 55% marks for Section B in AMIE/ AMIETE examination
- Minimum three years of professional experience in the field of specialization after acquiring the qualifying degree.
- Non GATE candidates have to appear for a test conducted by the Institution.
 - e. Candidates who have qualifying degree awarded from universities other than M. G. University shall submit Eligibility Certificate from

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Mahatma Gandhi University as well as Migration Certificate at the time of admission.

- Candidates who have appeared for final examination of any of the qualifying examinations may also apply provided he/she has passed all the subjects up to and including 7th semester. Selection of such candidates shall be subject to the production of qualifying degree at the time of admission.

6.4. Welfare Schemes for

| | |
|--------------|------------------------------|
| Teaching | Gratuity, Staff Welfare Fund |
| Non teaching | Staff Welfare Fund |
| Students | Merit Scholarships |

6.5. Total Corpus fund generated

6.6. Whether annual financial audit has been done

Yes No

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|--------|
| | Yes/No | Agency | Yes/No | Agency |
| Academic | No | NA | Yes | IQADC |
| Administrative | No | NA | | |

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

For UG Programmes Yes No

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For PG Programmes

Yes

No

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

- NA

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

- NA

6.11. Activities and support from the Alumni Association

Each department has a faculty advisor for coordinating alumni activities

- Alumni association
- Arrange periodic meetings of alumni
- Ensure alumni registration
- Prepare alumni news letter
- Maintain records of alumni & the meets that take place.
- Proposing annual budget

6.12. Activities and support from the Parent-Teacher Association

- PTA has an executive committee comprising the parents of students' branch wise and year wise and the representatives of the faculty including Director and the Principal
- Committee meets at least twice in a year to discuss all matters of interest

6.13. Development programmes for support staff

- To improve the skill of the support staff, the college deposes the members of the staff to undergo training and workshops organized by other institutions, universities and govt. organizations.

- In house training programmes are also arranged by various departments to cater the needs of the support staff.

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

- Plenty of trees and plants are planted and properly maintained to make the campus eco friendly. Exclusively appointed gardeners take care of the lawn and the greenery of the campus.

Criterion – VII

7. Innovations and Best Practices

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

- Administrative setup to monitor outcome based education
- Faculty members are insisted to practice the best content delivery methods to attain programme outcomes through course outcomes
- Faculty members are requested to implement the best assessment tools to evaluate the performance of students in attaining course outcomes
- The RSET website and associated framework for automating the Rajagiri Students Management System (RSMS), RSET Digital library RSET payroll management system , RSET online examination system ,admission automation system, Exam automation system and maintenance management system have been upgraded for smooth functioning of the institution.
- Course handout of all UG programmes uploaded on the website.
- Institutional repository is linked with RSMS as intranet facility and made access to students and faculty.
- Online Course feedback report from students are generated using RSMS.

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- Online self-appraisal for faculty in RSMS was introduced
- Wi-Fi facility provided in Ladies Hostels
- All classrooms are provided with fixed projector facility .
- Faculty workshop for virtual learning was conducted and students are encouraged to prepare e-Assignments and e-Notes using MOODLE.
- Coaching classes are conducted for students for various competitive examinations.
- College also organizes international conferences / workshops and guest lectures in various domains to the students by experts from industry and world renowned academia.
- Institution regularly conducts Career development programmes to enhance student skills
- Company Specific Training Programme
- Soft skill training programme
- Entrepreneurship Development Cell conducted activities to enhance entrepreneurial skill sets among students.
- Mentoring system has been restructured to cater the needs and skill levels of the student.

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

| Plan of Action | Achievements |
|---|--|
| To document SAR (Self assessment reports) of 5 UG programmes for the online upload for National Board of Accreditation (Tier -2) | SAR completed and uploaded by September 2013 |

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| | |
|---|---|
| It is proposed to submit SSR for Re-Accreditation for college with higher grade | Proposal under preparation |
| To Organize at least one International level program for each department in a year. | International Conference (ACC2013) conducted by CS and IT Depts. |
| To Organize FDP and Workshops to faculty and students | Total of 78 FDP's /workshops organized in the college |
| To conduct classes for competitive exams | Aptitude Class and GATE classes are conducted and 21 students qualified for GATE exam |

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

| |
|---|
| <p>Best Practice-1</p> <ul style="list-style-type: none">➤ Enhanced the quality of International Conferences with renowned resource persons from reputed universities. <p>Best Practice-2</p> <ul style="list-style-type: none">➤ Rajagiri Student Management System(RSMS). |
|---|

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection.

Environmental friendly Campus

- Each block of the building and playgrounds are surrounded by large green lawns, and plants which maintain healthy and balanced environment.
- RSET TREE (Together Restoring Environment Effectively) Nature club organizes nature conservation activities, study trips, Quizzes, Bird watching trips etc.
- Cycle campaigning trip and trekking are the specialties.

NSS & Nature Club activities to support environmental awareness

- Organised Environment Week

- (Seminars, Competitions, Padayathra etc.)
- Talk on Natural Gas
- Seminar on Waste Management
- Nature Camp at Bhoothathamkettu
- Awareness to school students covering more than 250 schools across all district of Kerala on solution to pollution control using Electric vehicle.
- Made green campus by planting more than 50 saplings every year

Energy Conservation

- The college has been conscious about the energy conservation for which it constituted Energy Conservation and ENCON club to promote energy conservation awareness among students and society.
- The college is replacing the CRT monitors with LED monitors thus conserving energy to the extent required.
- College also promotes procurement and installation of efficient electrical systems to save electricity.

Use of Renewable Energy

- The College has a tie-up with Renewable Energy Centre MITHRADHAM Chunangaveli, which promotes Solar Energy awareness among student community.
- A Bio-Gas plant is established at hostel and canteen to produce cooking gas from bio-degradable waste.
- A Solid-waste management unit is functional to segregate plastic, glasses, papers etc

Water harvesting

- A network of ponds is maintained in the campus to ensure continuous recharging of ground water table.

7.5 Whether environmental audit was conducted?

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Yes No

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

- Faculty Retreat program was conducted at Rajagiri Social Science College, Kalamassery Campus where brain storming session among faculty for SWOT Analysis was done during May 2014

Annexure-i

Best practice -1

1. Title of the Practice:

- Enhancement of the quality of International Conferences with renowned resource persons from reputed universities.

2. Goal:

- Initiative in organising International Conferences to provide a forum for sharing insights, experience and interaction on various facets of evolving technologies in different engineering disciplines.

3. The Context

- To provide the most relevant opportunity to bring together students, researchers from both academia and industries for enhancing the research culture at RSET.

4. The Practice

- Conference brochures are prepared and published in website. Papers are first invited from various participated and a scrutinizing committee will be selecting the final papers to be presented on the conference depending on the technicality of the paper.

5. Evidence of Success

- International Conference on Advances in computing and Communications(ICACC-2013) conducted on 29-31 August,2013 at Rajagiri School of Engineering and Technology (RSET), Kochi, Kerala.Objective of Energy aware computing with a secondary goal of information revolution

through green and ecofriendly computing.Total of 426 papers were received and 110 papers accepted and presented.

- International Conference and workshop on Fractals & Wavelets was conducted from 9th - 16th november, 2013 at Rajagiri School of Engineering and Technology (RSET), Kochi, Kerala. Objective of this conference is to inspire and motivate researchers and students working in the areas of fractals and wavelets. 36 Papers were presented and 14 invited talks were given by expert personalities. The following were few among the foreign invited speakers present in the conference : Andrey Tetenov, from Gorno Altaysk State University, Russia, Peter Massopust,Technical university Munich,Germany,Robert Devaney,Boston University,USA, Michael Barnsley, Australian National University,Australia.

6. Problems Encountered and Resources Required:

- Difficulty in clearance of embassy procedures for the smooth transition of foreign deligates.
- Publicity about conference among international universities were difficult.

7. Notes (Optional): Nil

8. Contact Details:

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Annexure-ii

Best practice -2

1. Title of the Practice:

- RAJAGIRI STUDENT MANAGEMENT SYSTEM (RSMS)

2. Goal:

- One of the important innovations which RSET has introduced is Rajagiri Student Management System (RSMS). **Rajagiri Student Management System** is a web-based semi-automated framework, designed to provide a sophisticated, state of the art web technology, aimed at bringing about total quality in education management. The Main objective of RSMS is to provide an easy way to *automate* all functionalities of the institution, thus reducing *human effort and paper work*. RSMS focuses on excellent coordination between faculty, parents and students to keep track of the day-to-day activities such as attendance management, internal assessment management, reports generation.
- RSET provides information about staff and students through the website: www.rajagiritech.ac.in

3. The Context

- Enhanced interaction among the different stakeholders of the institution for various types of education management related service, operations and high

level of efficiency in recording and information dissemination is the context which necessitates RSMS.

RSMS is designed and implemented with the following features:

- Semi-automation of operations accessible from anywhere in the world.
- Client side installation not necessary
- Security based on active directory
- Centrally stored information with zero redundancy
- Best possible resource optimization.
- Enhanced interaction with teachers, parents and students
- Access to attendance, timetable, marks, and examination schedule
- Freedom to browse through library books catalogue and to find the circulation status of the book(s).
- Prior information about university events and holidays

- ***The effectiveness of RSMS is measured based on the overall benefits to the Management, Faculty, Parents and Students.***

4. The Practice

The features of RSMS together create a blended learning environment, easy data access and effective communication for students and teachers alike.

The following are some of the highlighting features of RSMS:

- RSET Event management, Accreditation management
- Stock management, Office management-report generation
- Complaint register, Faculty-Suggestions / Grievances
- Hostel automation-Fee collection, Room allocation and Attendance

- Information about Academic activities- Semester plan, Course plan - execution and status
- Student related services: Academic and Personal information, Attendance management, Sessional marks, Student Feedback-Course & Faculty.
- Faculty related services: Personal information, Faculty attendance, On-line leave application, Salary-particulars, Exam-duty submission and swapping, Self-appraisal, Faculty Feedback, Course feedback
- Staff-Credit Union management
- Access to GYAN-the institutional repository facilities and Library-OPAC.

- The RSMS allows getting information about all the details of a student like personal, academic etc.
- The attendance marking and calculating system in RSMS is very user friendly.
- The online leave submission, duty leave submission, medical leave submission and their corresponding approvals are decentralized.
- The late attendance entry, internal assessment correction/ deletion go through automated hierarchical approvals.
- The attendance and the internal marks are transparent and can be viewed by students, parents, teachers and HOD's.
- Once a data is corrected correspondingly all the reports are updated.
- Uniformity in assessment as the system is transparent.

5. Evidence of Success

- Paper forms for various day-to-day affairs within the institution are stacking over years. Accounting ledgers filling file space on shelves. Difficulty in timely monitoring of student performance and delay in implementing remedial measures due to manual approach .Teachers and staff waiting to have their salary and service records updated. This slow pace processing environment makes any college out of step with the smart and dynamic world outside.

- The **RSMS** in RSET is a semi- automated system that fulfils most of the needs in an education institution. This helps the institution to function smoothly, reduce human error and handle critical tasks intelligently.

After introducing *RSMS*, the following improvements have been observed:

- Timely planning ,execution and monitoring of academic activities of students and faculty
- Structured monitoring has inculcated in students good code of conduct which reflects in improvement of their attendance percentage and academic performance.
- Ease of access to student details and monitoring helps faculty to improve their rapport with students.
- Enhancement in time management of faculty in resource handling.

6. Problems Encountered and Resources Required:

- As the college is affiliated to the university, any change in regulations necessitates change in RSMS coding but the problem encountered is manageable within a particular timeframe.
- Problem in accessing the database, when network is down.
- When data files get corrupted, the entire management system collapses.
- Compatibility with new set of software is a problem.

7. Notes (Optional): Nil

8. Contact Details:

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