



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

Rajagiri School of Engineering and Technology (Autonomous)

- Name of the Head of the institution **Dr. P.S. Sreejith**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone No. of the Principal **9447812820**
- Alternate phone No. **04842660999**
- Mobile No. (Principal) **9447812820**
- Registered e-mail ID (Principal) **office@rajagiritech.edu.in**
- Address **Rajagiri School of Engineering & Technology, Rajagiri Valley, Kakkanad, Kochi 682039, Kerala, India**
- City/Town **Ernakulam**
- State/UT **Kerala**
- Pin Code **682039**

2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **18/09/2020**
- Type of Institution **Co-education**

- Location **Urban**
- Financial Status **Self-financing**
- Name of the IQAC Co-ordinator/Director **Ms. Liza Annie Joseph**
- Phone No. **9020072720**
- Mobile No: **9020072720**
- IQAC e-mail ID **iqac.rset@rajagiritech.edu.in**

3. Website address (Web link of the AQAR (Previous Academic Year)) https://www.rajagiritech.ac.in/Home/naac/AQAR_2020-2021.pdf

4. Was the Academic Calendar prepared for that year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.rajagiritech.ac.in/Home/exam/btech_AcademicCalendar.aspx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.79	2009	31/12/2009	30/12/2014
Cycle 2	A	3.03	2017	22/02/2017	31/12/2025

6. Date of Establishment of IQAC **07/10/2008**

7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Mr. Jithin P.N.	CERD - Research Seed Money Scheme	APJAKTU	01/09/2021	163100
Mr. Jeffin Johnson	CERD - Research Seed Money Scheme	APJAKTU	01/09/2021	170000
Ms. Prathibha PK	CERD - Research Seed Money Scheme	APJAKTU	01/09/2021	140000
Dr. Preetha K G ,Dr. Saritha S	Naval Research Board Fund	Naval Research Board	01/06/2021	3378032
Dr. Nikhila T Bhuvan ,Ms.Anjana Raju Pallikare	Student Projects	KSCSTE	11/10/2021	10000
Dr. Elizabeth Rita Samuel, Amal, Ananthanaryan, Rochelle, Joanna	Student Projects	KSCSTE	11/10/2021	10000
Dr. Elizabeth Rita Samuel, Rahul, Poornima, Adarsh P, Gautham	Student Projects	KSCSTE	11/10/2021	10000
Ms. Sangeetha Jamal	Student Projects	KSCSTE	11/10/2021	10000

Dr. Sherly K.K, Ms. Annie Sonia	Student Projects	KSCSTE	29/10/2021	10000
Vineeth Krishna P, Jithin P N, Sam Tharachan, Prathik Thomas, Marina Jacob, Yash Rakesh	CERD - Research Seed Money Scheme	APJAKTU	15/06/2021	30000
Dr. Thankachan T. Pullan, Dr. Gigi George,	Project Funding	KSCSTE	01/07/2021	900000
Dr.Rinku Jacob, Dr. Ramkumar P.B	Core Research Grant	DST- SERB	01/01/2021	505450
Dr. Vinod Kumar PB	Project Funding	International Mathematical Union	21/05/2021	1836177
Mr. Binu A	Project Funding	KMRL	01/07/2022	1000000
Ms.Jean P Johny	Project Funding	KSCSTE	06/12/2021	10000
Celwin John, Dr. Ajith Kumar. A, Tony Chacko	Idea grant	KSUM	01/02/2021	200000
John Paul CD, Dr. Ajith Kumar. A	Idea grant	KSUM	01/02/2021	200000
Anjitha. S, Dr. Ajith Kumar. A	Idea grant	KSUM	01/02/2021	200000

8. Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9. No. of IQAC meetings held during the year 13

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Did IQAC receive funding from any 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)

Facilitated the creation and implementation of academic and administrative policies.

Formulating and implementing strategies for quality enhancement.

Conducted internal audits and evaluations to assess the effectiveness of academic programmes and support services.

Organized faculty development programs and training sessions to enhance teaching and research skills.

Preparing and submitting reports to external quality assurance bodies, such as accreditation agencies.

12. Plan of action chalked out by IQAC at 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
<p>Conducting Audits -Academic Audits conducted - S2 ,S4, S6, S8</p>	<p>The audits aim to identify areas of improvement, ensure accountability, and promote continuous enhancement of academic standards.Academic Audits were conducted for all four semesters in all branches for the same.</p>
<p>Scheduling Academic Activities - Academic Calendar - S1, S3, S5, S7 B.Tech.</p>	<p>Developed an academic calendar that outlines the start and end dates of each academic activity. This calendar serves as a reference point for scheduling other activities like exams, open house, course file audits etc.</p>
<p>Revising and Publishing Activity Calendar for Course</p>	<p>Revising and publishing the activity calendar involves reviewing and adjusting the schedule of academic activities, such as classes, exams, and events, and making it available to students, faculty, and other stakeholders to ensure effective planning and coordination. Version 2 of Course Activity Calendar listing academic activities related to the course for an entire semester was published</p>
<p>Event Audit on RSET Flagship events</p>	<p>Event audit on RSET flagship events involve conducting a comprehensive assessment of the organization, planning, execution, and outcomes of the flagship events hosted by RSET to evaluate their effectiveness, impact, and adherence to predetermined goals and objectives. Audited files of Samavarathanam, RIDHI , NSS, IEDC and Deeksharamabham.</p>

<p>Incorporating HoD and Class Teacher Audit Pages into RSMS (in house software)</p>	<p>Incorporated audit pages into the RSMS (in-house software) for automation involves integrating specific functionalities within the software to enable streamlined and automated processes for conducting audits, such as creating audit templates, capturing audit data, generating reports, tracking audit progress, and facilitating communication and collaboration among audit stakeholders. Forms for entering HOD, Class Teacher files etc. were designed and incorporated into RSMS in this regard.</p>
<p>Streamlining Academic Audit -Directory Structure for maintaining course files in Sharepoint</p>	<p>Streamlining academic audit involves establishing clear objectives, forming an independent committee, and developing a comprehensive audit plan with defined timelines and key performance indicators. This process ensures a thorough evaluation of the institution, promoting transparency, accountability, and continuous improvement in academic quality. To streamline academic audits and maintain course files in SharePoint, it is beneficial to establish an organized audit-directory structure. This structure can include a root folder for academic audits, subfolders for each academic year, further subfolders for programs or departments, and additional subfolders for individual courses. Within these folders, files related to the audit can be organized, such as syllabi, curriculum mapping documents, assessment records,</p>

	<p>course materials and student feedback reports. Implementing such a directory structure facilitates easy navigation and retrieval of course files, enhancing efficiency during the academic audit process. Department wise directory structure was designed to maintain course files in the soft copy form.</p>
B.Tech. Syllabus Template	<p>The B.Tech. syllabus template outlining course name, course codes, credit hours, prerequisites, learning outcomes, assessment methods, detailed syllabus of course, References , course and program outcome mapping etc. were prepared.</p>
Back Log Status of Students 2018-2022 batch	<p>The back log status of students refers to the number of courses that a student has failed or has not completed within the designated time frame, which may impact their academic progress or graduation eligibility. It is essential for students to address their back logs promptly to ensure timely completion of their degree requirements. Backlog Status of Students 2018-2022 batch were prepared.</p>
Class Index for Autonomous 2020-24 batch	<p>Class Index System assesses the performance of each class and batch. The class index is a parameter to improve the academic performance of the class/batch by organising activities that cater to both slow and fast learners. It provides a standardized measure to compare and evaluate students' academic achievements</p>

	<p>in a fair and consistent manner. Class Index for Autonomous 2020-24 batch were submitted.</p>
CO-PO Sheets Automation Process	<p>The CO-PO sheets automation process involves using technology and software tools to streamline the collection, analysis, and reporting of data related to Course Outcomes (CO) and Program Outcomes (PO) in an educational institution. This automated approach simplifies the tracking and assessment of student learning outcomes, enabling efficient monitoring of curriculum effectiveness and continuous improvement efforts. CO-PO Sheets Automation Process is In Progress.</p>
Dept. wise Monthly Report Consolidation	<p>The department-wise monthly report consolidation refers to the process of gathering and combining individual reports from different departments within an organization to create a comprehensive overview of the organization's activities, achievements, and challenges on a monthly basis. This consolidation helps in gaining insights, identifying trends, and facilitating decision-making at a higher level within the organization. Dept. wise Monthly Report were consolidated.</p>
Directory Structure of RSET - beta version launched in Website	<p>The directory structure of RSET refers to the hierarchical organization of files and folders within the website's server, providing a systematic arrangement of resources, files and other components to ensure efficient navigation and management data of RSET .</p>

	<p>Directory Structure of RSET - beta version was launched on the Website.</p>
<p>Faculty Experience Details Calculation</p>	<p>The faculty experience details calculation involves assessing and summing up the combined years of teaching, research, industry experience, and relevant qualifications of faculty members in an educational institution to determine their overall expertise and seniority within the academic field. This calculation helps in evaluating the faculty's capabilities and ensuring the appropriate allocation of responsibilities and roles. Faculty Experience Details were Calculated.</p>
<p>Score Calculation for Faculty Recruitment</p>	<p>The faculty recruitment score calculation process involves evaluating and assigning scores to candidates based on criteria such as qualifications, teaching experience and research publications to determine their suitability for a faculty position in an academic institution. Faculty Recruitment Mark Calculation Process were completed.</p>
<p>Guidelines and Scheme for Workload & Course Allocation to the Timetable Committee</p>	<p>The guidelines and scheme for workload and course allocation to the timetable committee enables to create an effective and balanced timetable for the academic institution. Guidelines and Scheme for Workload & Course Allocation to the Timetable Committee were prepared.</p>
<p>Guidelines for Activity Points - Autonomous Batch</p>	<p>The guidelines for activity points in the autonomous batch</p>

	<p>establish a set of criteria and requirements for students to earn activity points through participation in co-curricular and extracurricular activities, promoting holistic development and recognizing their contributions beyond academic performance. These guidelines aim to encourage a well-rounded educational experience for autonomous batch students. Guidelines for Activity Points were prepared.</p>
<p>Guidelines for Certificate for an Event</p>	<p>The guidelines for certificates for an event provide a framework for designing and issuing official certificates to participants, ensuring that essential event details, participant achievements, and the organizing institution's branding are appropriately included to acknowledge and validate the individuals' involvement and accomplishments. These guidelines ensure consistency and professionalism in certificate issuance. Guidelines for Certificate for an Event were submitted.</p>
<p>Guidelines for Conducting RSET Events and Checklist form</p>	<p>The guidelines for conducting RSET events and checklist form outline the necessary procedures, requirements, and considerations to ensure the smooth and organized execution of events hosted by RSET, providing a structured approach for event planning, coordination, and evaluation. The checklist form serves as a practical tool to verify the completion of essential tasks</p>

	and components throughout the event management process. Guidelines were submitted.
Guidelines for maintaining Course Files in SharePoint	The guidelines for maintaining course files in SharePoint provide instructions on how to organize, categorize, and manage course-related documents, resources, and materials in a structured manner within the SharePoint platform, ensuring easy access, version control, and collaboration among faculty members and students. These guidelines facilitate efficient document management and enhance the overall teaching and learning experience .Guidelines were submitted
Guidelines for Meeting Minutes	The guidelines for meeting minutes outline a standardized format and process for documenting key discussions, decisions, and action items during meetings, ensuring accurate and comprehensive records that serve as a reference for participants and stakeholders. Guidelines for Meeting Minutes were prepared.
Academic Handbook - KTU	The handbook of KTU (Kerala Technological University) provides comprehensive information about the college policies, rules, regulations, academic programs, curriculum, examination procedures, and other essential guidelines, serving as a valuable resource for students, faculty, and staff members. Handbook - KTU was prepared.
Academic Handbook- Autonomy	The autonomy handbook outlines

	<p>the specific policies, guidelines, and procedures related to the autonomous batch of RSET, providing comprehensive information about college policies, rules, regulations, academic programs, curriculum, examination procedures, and other essential guidelines, serving as a valuable resource for students, faculty, and staff members. Academic Handbook-Autonomy was prepared.</p>
Events Automation on RSMS	<p>The planning, organization, and execution of events, contributing to the overall success and effectiveness of the event management process can be done through RSMS . Designed forms to incorporate Report Generation process related with Events</p>
IQAC Core Committee Meeting Conducted	<p>The IQAC core committee meeting was conducted to discuss and address matters related to quality enhancement, review progress towards achieving institutional goals, and devise strategies for continuous improvement in accordance with the quality assurance framework of the educational institution. These meetings play a vital role in ensuring ongoing evaluation and enhancement of the institution's academic and administrative practices. IQAC Core Committee Meeting Conducted.</p>
IQAC Newsletter 2020-21	<p>The IQAC newsletter serves as a periodic publication that provides updates, insights, and highlights on the activities, initiatives, and achievements of</p>

	<p>the Internal Quality Assurance Cell, showcasing the institution's commitment to quality assurance and continuous improvement in various aspects of education and administration. It serves as a platform for disseminating information, promoting transparency, and fostering a culture of quality within the institution. IQAC Newsletter 2020-21 were published</p>
IQAC Report 2020-21	<p>The IQAC report is a comprehensive document prepared by the Internal Quality Assurance Cell, which assesses and evaluates the institution's performance, progress, and quality enhancement efforts. It includes an analysis of key areas such as teaching and learning, research and publications, infrastructure, governance, student support services, and stakeholder feedback, providing recommendations and action plans for further improvement. IQAC Report 2020-21 were prepared.</p>
IQAC Workshop on Enhancing Research Performance	<p>The IQAC workshop on enhancing research performance conducted on 18th September 2021 focused on various aspects such as research methodologies, publication strategies, funding opportunities, collaboration techniques, and ethical considerations, empowering participants to enhance their research capabilities and contribute to the institution's academic excellence and reputation.</p>

<p>IQAC workshop on Improving Research Visibility through Research id Creation</p>	<p>The IQAC workshop on improving research visibility through Research ID creation is a targeted session organized by the Internal Quality Assurance Cell to educate and guide faculty members and researchers on the importance of creating Research IDs (such as ORCID or ResearcherID) to establish a digital identity, enhance research visibility, and ensure proper attribution and recognition of their scholarly work in the academic community. The workshop equips participants with the knowledge and skills to create and manage their Research IDs effectively.</p>
<p>Administrative Supporting Bodies -Clubs/Cells/Committee were constituted</p>	<p>The list of clubs/cells/committees were prepared to offer opportunities for students to engage in extracurricular activities, pursue their interests, and contribute to the vibrant campus community.</p>
<p>Mandatory Cells/Committee list for KTU and AICTE</p>	<p>The mandatory cells/committees list for KTU (Kerala Technological University) and AICTE (All India Council for Technical Education) consists of essential committees, such as Anti-Ragging Committee, Grievance Redressal Cell, Women Empowerment Cell, and Internal Complaints Committee, which are mandated to ensure compliance with regulations, address student grievances, promote inclusivity, and maintain a safe and conducive environment in the educational institutions under their purview. Mandatory</p>

	Cells/Committee list for KTU and AICTE were prepared and published.
Mark band of Students 2018-2022 batch	The academic performance of the final year S7 students (2018-22 batch) has been categorized into various bands in the order of their marks. It is also supported with the current backlog status of students upto semester five. This data can be utilized by the departments for improving the results by effectively planning the remedial/mentoring activities. Academic cells like Placements ,Career guidance etc. may also utilize this data for organizing their activities during this academic year.
Mark Division for Various Subjects into RSMS	The mark division for various subjects are prepared and made available in RSMS Mark Division for Various Subjects into RSMS. It ensures accurate categorization and organization of marks according to subjects, facilitating streamlined tracking and evaluation of academic performance.
Meeting Minutes Codes	The codes and guidelines to be followed in preparing the meeting minutes are prepared and published. Designed unique meeting codes for all clubs/cells/committees.
Meeting Minutes Template	A meeting minutes template is a pre-designed document that provides a structured format for capturing essential information such as meeting details, agenda items, attendee list, discussions, decisions, and

	<p>action items, facilitating consistent and organized recording of meeting proceedings. Designed the meeting minutes template into a uniform format</p>
<p>Monthly Report Format - Revised</p>	<p>The revision of the monthly report format involves updating and improving the structure and content of the report to enhance its clarity, relevance, and effectiveness in conveying information. Monthly Report format has been revised.</p>
<p>Department wise presentation on annual AQAR submission and NAAC audit preparation</p>	<p>A Department wise presentation on NAAC criteria was conducted by the NAAC Coordinator in association with the IQAC team to facilitate the preparation of assessment and evaluation process for institutional accreditation. The presentation also includes the importance of timely submission of data and proof towards filing AQAR every year.</p>
<p>NAAC Manual Study, Standard Operation Procedures, Excel sheets</p>	<p>The NAAC manual study involves a detailed examination and analysis of the National Assessment and Accreditation Council (NAAC) manual, which provides guidelines, criteria, and procedures for evaluating and accrediting educational institutions. Standard Operating Procedures (SOPs) and Excel sheets are utilized to streamline and systematize data collection, analysis, and documentation processes, ensuring accuracy, consistency, and compliance with NAAC requirements.</p>

<p>NAAC Preparation - Visit to RCSS, Kalamassery</p>	<p>As part of NAAC preparation a visit to the Rajagiri College of Social Sciences (RCSS) , Kalamassery, where the team assesses the institution's infrastructure, facilities, academic programs, faculty, student support services, and quality assurance mechanisms to gather evidence and insights for the accreditation process by the National Assessment and Accreditation Council (NAAC). Interacted with the IQAC team of RCSS on 6th August 2021 for drawing inputs on NAAC Preparation</p>
<p>NAAC Sponsored IQAC Workshop Proposal - First Draft</p>	<p>The first draft of the NAAC-sponsored IQAC workshop proposal outlines the conceptual framework, objectives, methodology, and resource requirements for conducting a workshop aimed at enhancing the quality assurance practices in educational institutions, aligning them with the guidelines and standards set by the National Assessment and Accreditation Council (NAAC). The proposal serves as a preliminary document for review and approval before proceeding with the workshop implementation. Preparation of this was done</p>
<p>NAAC- Excel Templates for NAAC for various Data Sources</p>	<p>The NAAC-Excel templates are created to collect and organize data from various sources within the institution, aligning with the specific data requirements outlined by the National Assessment and Accreditation Council (NAAC). These templates</p>

enable systematic data entry, validation, and analysis, facilitating the preparation of accurate and comprehensive reports for the NAAC accreditation process. Excel templates for Additional Templates and Uploading Documents also were prepared.

NAAC-Data Collection, Categorization, Consolidation, Proof Collection, for AQAR 2021

For the NAAC-AQAR (Annual Quality Assurance Report), the data collection process involves gathering relevant information from different sources within the institution, including academic programs, faculty, infrastructure, student support services, research activities, and extracurricular initiatives. The collected data is then categorized, organized, and consolidated according to the specified AQAR format. Additionally, the process requires the collection and submission of supporting evidence and proof to substantiate the reported data, ensuring transparency and accountability in the quality assurance reporting. Data Collection, Categorization, Consolidation and Proof Collection, for AQAR 2021, has been completed

NIRF initial analysis and Presentation by Nodal Officer

The NIRF initial analysis and presentation by the Nodal Officer involves a comprehensive review and assessment of the institution's performance and rankings in various parameters and disciplines as per the National Institutional Ranking Framework (NIRF), followed by a

	<p>presentation to stakeholders highlighting strengths, weaknesses, and strategies for further improvement was conducted.</p>
NIRF Survey Completed	<p>The completion of the NIRF survey indicates that the institution has successfully provided all the required data and information as per the guidelines of the National Institutional Ranking Framework (NIRF), enabling the evaluation and assessment process for ranking and recognition.</p>
PhD details incorporated into RSMS	<p>Incorporating PhD details into RSMS involves capturing and documenting essential information about individuals who have completed or are pursuing a Doctor of Philosophy (PhD) degree, including their research area, thesis title, advisors, publications, and other relevant details. This consolidation of PhD details serves as a valuable resource for academic institutions, researchers, and potential collaborators to identify expertise and track scholarly contributions in specific fields of study. Provision to include PhD details is incorporated into RSMS and guidelines to enter it in RSMS was framed.</p>
Policy - Green Policy First Draft	<p>The first draft of the Green Policy serves as an initial version outlining the principles, goals, and strategies to promote sustainability, environmental conservation, and responsible practices within an organization</p>

	<p>or institution, paving the way for a greener and more eco-friendly approach. Green Policy First Draft was prepared.</p>
<p>Policy-Disabled Policy First Draft</p>	<p>The first draft of the Disabled Policy outlines the framework and provisions for promoting inclusivity, accessibility, and equal opportunities for individuals with disabilities within an organization or institution, aiming to eliminate barriers, provide necessary support, and ensure their full participation and integration. This policy sets the foundation for creating a more inclusive and accommodating environment for people with disabilities. Disabled Policy First Draft were prepared.</p>
<p>Presentation of Excel sheets Criteria wise before Asst. Hods (Dept. IQAC Coordinators)</p>	<p>The presentation of Excel sheets criteria-wise before Assistant HODs involves showcasing and discussing the data, statistics, and analysis compiled in Excel sheets based on specific criteria or parameters, providing a comprehensive overview and insights into various aspects of academic programs, student performance, research, infrastructure, or other relevant factors.</p>
<p>Presentation of Functions and Responsibilities to Asst. Hods</p>	<p>The presentation of functions and responsibilities of Assistant HODs involves providing a detailed overview of the roles, duties, and expectations associated with their positions within an organization or institution, ensuring a clear understanding of their responsibilities and</p>

	<p>fostering effective coordination and collaboration among the departmental leadership. This presentation helps establish a common understanding and alignment of objectives among Assistant HODs, contributing to efficient management and smooth functioning of the departments. The presentation was conducted in the presence of Principal and Dean PG studies.</p>
<p>Presentations by Joint Secretaries on NAAC criteria</p>	<p>The presentations by JS (Joint Secretary) on NAAC criteria entail informative sessions conducted by the Joint Secretary of an educational institution or regulatory body, wherein the NAAC accreditation criteria are elucidated, discussed, and elaborated upon to facilitate understanding and compliance with the evaluation parameters and standards set by the National Assessment and Accreditation Council (NAAC). These presentations help institutions prepare for the accreditation process and align their practices with the desired quality benchmarks. The presentations are vetted by IQAC and NAAC Coordinators.</p>
<p>Presentations on the requirements of NAAC by NAAC Coordinator</p>	<p>Presentations on the requirements of NAAC are informative sessions that provide detailed explanations and guidance on the criteria, standards, and documentation needed for the accreditation process by the National Assessment and Accreditation Council (NAAC). These presentations help to prepare</p>

	<p>and meet the necessary requirements for successful accreditation. The Presentation by NAAC coordinator brought out a picture about the strong and weak areas of RSET in view of NAAC accreditation</p>
Result Analysis of 2017-21 batch	<p>The department wise result analysis was conducted to assess and evaluate the performance of students in various subjects. This analysis helps identify strengths, weaknesses, and areas for improvement, enabling the department to take appropriate measures to enhance academic outcomes and support student success.</p>
Review Presentation of NIRF data	<p>The NIRF (National Institutional Ranking Framework) data was presented to the stakeholders for review prior to the submission of data. This step allowed the stakeholders to assess and validate the information before it was officially submitted, ensuring accuracy and transparency in the ranking process.</p>
Semester Plan -S1, S3, S5, S7 B.Tech	<p>The semester plan for B.Tech programs in S1, S3, S5, and S7 were prepared which outlines the curriculum, courses, timetable, and assessment schedule for each semester, providing a structured framework to ensure proper progression of subjects, coverage of key topics, and effective delivery of the academic program, facilitating a well-organized and efficient learning experience for students.</p>

Survey :GHRDC Survey Completed	The GHRDC Survey, conducted by the Global Human Resource Development Centre, is a comprehensive assessment and ranking exercise that evaluates educational institutions based on various parameters such as infrastructure, faculty quality, research output, placements, and industry engagement, providing valuable insights and recognition to institutions in the field of higher education. GHRDC Survey was submitted
Survey: Data Quest Survey Completed	The Data Quest Survey is a renowned annual survey conducted by Data Quest magazine that assesses and ranks IT and technology institutions in India, providing insights into their performance, industry collaborations, research contributions, and overall impact in the field of information technology education and innovation. Data Quest Survey was submitted.
Themes identified for conducting Events in RSET	Themes were identified for conducting events in RSET (Rajagiri School of Engineering and Technology) which serves as a focal points or topics around which various activities, workshops, seminars, or competitions are organized, aiming to create engaging and enriching experiences for participants and promote knowledge sharing and skill development in specific areas of interest or importance.
Time Table for IQAC	The time table for IQAC (Internal Quality Assurance Cell) outlines the schedule and

	<p>allocation of activities, meetings, reviews, and assessments conducted by the IQAC team within the institution, ensuring systematic and timely execution of quality assurance initiatives and continuous improvement efforts. Weekly Work Plan for IQAC has been prepared.</p>
<p>Typography Guidelines for Word Document</p>	<p>Typography guidelines for a Word document provide instructions on font selection, font size, spacing, heading styles, paragraph formatting, and other typographic elements to ensure consistency, readability, and professional presentation of written content within the document is prepared and published.</p>
<p>Department Monthly Report Template</p>	<p>The Department Monthly Report Template is a standardized document that helps departments capture and present key information, achievements, challenges, and progress made during a specific month, providing a structured format for reporting and facilitating effective communication within the department and with higher-level authorities. This template ensures consistency, completeness, and organized reporting of departmental activities, facilitating analysis, evaluation, and decision-making processes. Department Monthly Report Template were prepared</p>
<p>Data submitted for Dataquest Top Technical School Survey 2022</p>	<p>The data submitted for the Dataquest Top Technical School Survey encompasses relevant</p>

	<p>information, statistics, and performance indicators related to an educational institution's technical programs, faculty, infrastructure, placements, research output, and industry collaborations. This data submission is crucial for participating in the survey and being considered for rankings and recognition in the field of technical education.</p>
<p>Completed the Data entry and proof submission for GHRDC-CSR Engineering Colleges / Institutes Survey 2022.</p>	<p>The data entry and proof submission process for the GHRDC-CSR Engineering Colleges/Institutes Survey 2022 has been successfully completed. This survey provides valuable insights into the performance and achievements of engineering colleges and institutes, allowing for benchmarking and recognition of excellence in the field.</p>
<p>NIRF 2022 submitted</p>	<p>The NIRF 2022 submission refers to the process of submitting the required data and information by an educational institution for participation in the National Institutional Ranking Framework (NIRF) ranking exercise conducted by the Ministry of Education, Government of India. This submission includes comprehensive details related to various parameters, such as teaching, learning resources, research, graduate outcomes, and perception, contributing to the evaluation and ranking of institutions for national recognition and benchmarking.</p> <p>NIRF 2022 submitted</p>
<p>Summary of Anomalies found in</p>	<p>The summary of anomalies found</p>

<p>Course Allocation</p>	<p>in course allocation provides a concise overview of discrepancies or irregularities discovered during the process of assigning courses to faculty members. It highlights any instances where courses may have been incorrectly assigned, duplicated, or mismatched, allowing for timely identification and rectification of the anomalies to ensure smooth course delivery and faculty workload distribution.</p>
<p>Website updation- a separate tab on the college webpage for uploading the NIRF reports over the years (2019 to 2022)</p>	<p>The website update includes the addition of a dedicated tab on the college website specifically for uploading and sharing NIRF reports, ensuring easy accessibility and availability of the institution's NIRF reports for the public. This organized approach allows stakeholders, prospective students and researchers to conveniently access and refer to the NIRF reports over the years, providing transparency and comprehensive information about the institution's performance and rankings.</p>
<p>IQAC Guidelines for workload allocation (2021-22)</p>	<p>The IQAC (Internal Quality Assurance Cell) guidelines for workload allocation 2021-2022 provide a framework and set of principles for distributing workload responsibilities among faculty members within an educational institution. These guidelines typically consider factors such as teaching load, research and publication activities, administrative duties, mentoring</p>

	<p>responsibilities, and professional development, aiming to ensure a fair and equitable distribution of workload while promoting academic excellence and maintaining a conducive learning environment.</p>
<p>Reconstitution of student Internship committee</p>	<p>The reconstitution of the student internship committee involves the process of forming or restructuring the committee responsible for overseeing and managing student internships within an educational institution. This reconstitution typically involves selecting or appointing new committee members, defining their roles and responsibilities, and establishing protocols and procedures for the effective coordination, monitoring, and evaluation of student internships, aiming to enhance the quality, relevance, and success of the internship programme.</p>
<p>Guidelines for Conducting S8 B.Tech. Main Project</p>	<p>The guidelines for conducting the S8 B.Tech. main project provide a framework and set of instructions to students and faculty supervisors for the successful completion of the final year project. It typically includes project selection criteria, project proposal preparation, timeline management, assessment methods, and documentation requirements, ensuring that students receive proper guidance and support throughout the project, leading to a well-executed and comprehensive final project</p>

	submission.
Academic Calendar and Semester Plan for S8 - March 2022 -June 2022	The academic calendar and semester plan for S8 in a Bachelor of Technology programme outline the important dates, events, and activities scheduled for the final semester of the academic year. These documents provide a roadmap for students, highlighting the timeline for exams, project submissions, viva voce, and other crucial milestones, ensuring a structured and organized approach to completing the academic requirements and successfully graduating from the programme.
Formulated Quality Policy of IQAC	The formulated quality policy of IQAC (Internal Quality Assurance Cell) is a guiding statement that outlines the commitment and principles of the institution towards ensuring and enhancing quality in all aspects of its academic programmes, administrative processes, and support services.
Formulated IQAC Vision and Mission	The IQAC of Rajagiri Engineering College has formulated its Vision to ensure continuous improvement in the quality of education and academic excellence, while its Mission is to implement effective quality assurance measures and foster a culture of quality enhancement in all aspects of the institution's functioning.
IQAC tab on website	The IQAC tab on the website serves as a dedicated section that provides information, updates, and resources related

	<p>to the Internal Quality Assurance Cell, highlighting its objectives, activities, reports, and quality enhancement initiatives within the institution.</p>
<p>Website Updation - IQAC in association with the website committee</p>	<p>The website update by IQAC in association with the website committee of the college is an initiative aimed at making necessary updates and improvements to the RSET website, aligning it with the requirements and standards set by the NBA (National Board of Accreditation) team for accreditation purposes. This effort ensures that the website accurately reflects the institution's achievements, programmes, facilities, and other relevant information, providing a comprehensive and up-to-date online presence for stakeholders and evaluators.</p>
<p>Academic Handbook 2021 (KTU)</p>	<p>The Academic Handbook 2021 (KTU) is a comprehensive document that provides guidelines, policies, and regulations governing academic programs and activities in colleges affiliated with the APJ Abdul Kalam Technological University (KTU). It covers various aspects such as curriculum, examinations, grading system, evaluation procedures, academic regulations, and code of conduct, serving as a reference guide for students, faculty, and administrators to ensure adherence to the prescribed academic standards and procedures.</p>

<p>AQAR for 2020-21 uploaded</p>	<p>The AQAR (Annual Quality Assurance Report) for the academic year 2020-21 is a document that presents a detailed assessment of the quality assurance initiatives, activities, and outcomes implemented by the educational institution during that specific period. It includes information about the institution's objectives, achievements, challenges, feedback received, initiatives for improvement, and future plans, providing a holistic view of the institution's quality assurance efforts and its commitment to continuous enhancement of academic excellence and institutional effectiveness. The AQAR for 2020-21 was uploaded.</p>
<p>IQAC Mock Audit of DCE as part of NBA preparation</p>	<p>The IQAC mock audit of DCE (Department of Computer Engineering) conducted on 06/04/2022 and 07/04/2022 was a preparatory exercise undertaken in anticipation of the actual NBA (National Board of Accreditation) assessment. This mock audit involved a comprehensive evaluation of the department's infrastructure, curriculum, faculty, student support systems, and quality assurance mechanisms to identify areas of improvement and ensure readiness for the upcoming accreditation process.</p>
<p>Survey - Data Quest RSET has been ranked 53rd in the national survey conducted by DataQuest in "DQ-CMR Best T-School Survey 2022", also bagged 40th position</p>	<p>In the national survey conducted by DataQuest, RSET has achieved a commendable rank of 53rd among the best technical schools in India, showcasing its excellence</p>

<p>in the private sector and 1st position in Kerala.</p>	<p>in technical education. Additionally, RSET secured the 40th position in the private sector and emerged as the top-ranked technical school in Kerala, reaffirming its commitment to providing quality education in the region.</p>
<p>Guidelines for conducting Comprehensive Course Work</p>	<p>The guidelines for conducting comprehensive coursework provide a framework and set of instructions to both students and faculty on the requirements, expectations, and assessment criteria for completing comprehensive coursework, ensuring a standardized and comprehensive evaluation of students' knowledge and understanding in their chosen field of study.</p>
<p>Workshop on PO-PSO attainment for various schemes</p>	<p>The workshop on PO-PSO attainment for various schemes will be conducted on 19th April (Tuesday) at 2.30 pm, aiming to provide insights and guidance on aligning program outcomes (PO) and program-specific outcomes (PSO) with different educational schemes, enhancing the quality and effectiveness of the educational programs offered.</p>
<p>Documents required for the AICTE Approval process 2022-23</p>	<p>The specific documents required for the AICTE approval process for the academic year 2022-23 has been prepared as per AICTE guidelines.</p>
<p>Semester plan and academic calendar for B.Tech-S6</p>	<p>The semester plan and academic calendar for B.Tech-S6 provide a complete schedule of the academic activities, including the commencement and completion dates of the semester, class</p>

	<p>timings, examination dates, holidays, and other important events. It serves as a guide for students, faculty, and staff to effectively plan and organize their study and work commitments throughout the semester.</p>
<p>Coordinated the audits in the departments</p>	<p>The audits in the departments were coordinated successfully, including the second internal audit for B.Tech (S1, S3, S5), M.Tech (S1, S3), and the evaluation of class teacher files (except S7) and HoD files, which took place from 3rd to 5th May 2022, ensuring adherence to quality standards and providing valuable insights for improvement.</p>
<p>RSET Organogram was prepared</p>	<p>The RSET Organogram illustrates the hierarchical structure and reporting relationships within Rajagiri School of Engineering and Technology (RSET), outlining the various departments, positions, and roles to provide a clear understanding of the institution's organizational framework and hierarchy. It serves as a visual representation that aids in effective communication, decision-making, and coordination among different units and individuals within the institution.</p>
<p>Survey : ATAL Ranking of Institutions - ARIIA 2022</p>	<p>The ATAL Ranking of Institutions on Innovation Achievements (ARIIA) 2022 survey is a national-level assessment conducted to recognize and rank higher education institutions in India based on their innovation and entrepreneurship-related</p>

	<p>initiatives. The survey evaluates institutions on various parameters such as innovation and start-up support, funding, intellectual property, industry collaboration, and social impact, with the aim of promoting a culture of innovation and entrepreneurship within the education system.</p>
<p>RSET bagged 1st position in Kerala and 38th position in India at "Education World: India Private Engineering Colleges Rankings 2022-23"</p>	<p>This achievement reflects the dedication and excellence of the institution in providing quality education and preparing its students for successful careers in engineering. Such recognition highlights RSET's commitment to academic and overall development, making it a prestigious institution in the field of engineering education in both the state of Kerala and the whole of India.</p>
<p>RSET News 2021 - Newsletter of RSET</p>	<p>RSET News 2021 is the official newsletter of Rajagiri School of Engineering and Technology (RSET) that captures and highlights the significant achievements, events, and updates from the academic year, serving as a comprehensive source of information and communication for the RSET community. It provides a platform to showcase the accomplishments of students, faculty, and staff, as well as the latest developments and initiatives undertaken by the institution.</p>
<p>Website Updation Process as part of NBA visit and AICTE verification</p>	<p>The website updation process undertaken as part of the NBA visit and AICTE verification involves ensuring that the</p>

	<p>institution's website reflects accurate and up-to-date information about programs, faculty, infrastructure, achievements, and other relevant details, aligning with the requirements and guidelines of NBA and AICTE. It aims to provide visitors, including NBA team members and AICTE officials, with comprehensive and reliable information about the institution and its offerings.</p>
<p>RSET Amenities and Infrastructure Handbook</p>	<p>The RSET Amenities and Infrastructure Handbook is a complete guide that provides detailed information about the various facilities, amenities, and infrastructure available within Rajagiri School of Engineering and Technology (RSET), ensuring that students, faculty, and visitors have a clear understanding of the resources and services provided by the institution.</p>
<p>RSET Policy Documents Handbook</p>	<p>The RSET Policy Documents Handbook serves as a extensive guide that outlines the policies, rules, and regulations of Rajagiri School of Engineering and Technology (RSET), providing clear guidelines for students, faculty, and staff to adhere to in various aspects of academic, administrative, and ethical practices. It ensures transparency, consistency, and accountability in decision-making processes and promotes a conducive learning and working environment within the</p>

	institution.
RSET Code of Ethics Handbook	The RSET Code of Ethics Handbook presents a set of principles and guidelines that outline the expected conduct and ethical standards for students, faculty, and staff at Rajagiri School of Engineering and Technology (RSET), fostering a culture of integrity, professionalism, and responsible behavior within the institution. It serves as a reference document to promote ethical awareness, guide decision-making, and uphold the values of honesty, respect, fairness, and academic integrity among the RSET community.
RSET Annual Report 2021	The RSET Annual Report 2021 provides a complete overview of the achievements, initiatives, and progress made by Rajagiri School of Engineering and Technology (RSET) throughout the year. It showcases the academic, research, and extracurricular activities, highlights the accomplishments of students and faculty, and presents key statistics and data related to admissions, placements, and infrastructure, providing stakeholders with valuable insights into the institution's growth and development.
NBA Criteria 9 and 10 documents consolidation and file management	In preparation for the NBA accreditation, the consolidation and file management process for Criteria 9 and 10 involves organizing and compiling essential documents for all departments. This includes preparing student lists with and without quota details, as well

	<p>as faculty lists, ensuring accurate and comprehensive information is available for assessment by the NBA Expert Team. The consolidation and meticulous management of these documents contribute to the smooth evaluation process and demonstrate the institution's commitment to fulfilling the NBA accreditation requirements.</p>
<p>Research ID creation and Research profile updation activity for NIRF</p>	<p>The research ID creation and research profile updation activity conducted for NIRF (National Institutional Ranking Framework) involves facilitating the creation of unique research IDs for faculty members and ensuring the comprehensive and accurate updation of their research profiles. This activity focuses to showcase the research capabilities and contributions of the institution's faculty members, enabling a robust evaluation of the institution's research performance as part of the NIRF ranking process.</p>
<p>Feedback -new survey forms created for 1. Student Satisfaction Survey 2. Student Feedback on Facilities</p>	<p>New survey forms have been created for conducting the Student Satisfaction Survey and gathering feedback from students regarding the facilities provided by the institution. These forms aim to collect valuable insights and opinions from students, enabling the institution to identify areas of improvement and enhance the overall satisfaction and experience of students.</p>
<p>Guidelines for the conduct of class and course committee</p>	<p>The guidelines for the conduct of class and course committees provide a framework for</p>

	<p>effective coordination and communication among faculty and students, fostering a collaborative environment for curriculum planning, course management, and addressing academic concerns. These guidelines ensure the smooth functioning of class and course committees, promoting active student engagement and faculty involvement in enhancing the teaching-learning process.</p>
<p>Assignment question paper template.</p>	<p>The assignment question paper template serves as a standardized format for designing and structuring assignment questions, providing clear instructions, sections, and guidelines to ensure consistency and clarity in assessment. It facilitates the efficient creation of assignment question papers, streamlining the evaluation process and enhancing the overall effectiveness of student assignments.</p>
<p>Guidelines Revision - Activity Points</p>	<p>The revision of guidelines for activity points involves updating the criteria and evaluation process for awarding activity points to students, aligning it with the evolving needs and objectives of the institution and ensuring a fair and transparent system. These revised guidelines aim to provide clear direction and guidance to students, encouraging their active participation in co-curricular and extracurricular activities and recognizing their</p>

	contributions appropriately.
Guidelines for conduct of the assignment hour.	The guidelines for the conduct of the assignment hour outline the procedures and expectations for both faculty and students during the designated time dedicated to completing assignments. These guidelines ensure a focused and productive environment, promoting independent learning, timely submission of assignments, and effective utilization of the assignment hour for academic progress.
Mark Split Up entry for all courses of S2, S4, S6 in RSMS	The mark split-up entry for all courses of S2, S4, and S6 involves the allocation of marks for various assessment components, such as internal exams, assignments, lab work, and projects, as per the prescribed weightage and evaluation criteria. This process ensures systematic recording and tracking of student performance, facilitating accurate calculation of grades and overall academic evaluation
Internal Audit for Clubs and Cells by IQAC	The internal audit conducted by IQAC on 27th June 2022 and 28th June 2022 focused on reviewing the functioning and activities of various clubs and cells within the institution. This audit aimed to assess the effectiveness of these bodies in promoting student engagement, organizing events, and achieving their respective objectives, ensuring continuous improvement and adherence to established guidelines.

<p>Monthly report - Revision and Consolidation</p>	<p>The revision and consolidation of the monthly report involve reviewing and updating the information provided by different departments or units within the institution and compiling it into a comprehensive report. This process ensures accurate and up-to-date documentation of various activities, achievements, challenges, and future plans, enabling effective monitoring and decision-making at the institutional level.</p>
<p>Audit on RSMS to highlight the features available in RSMS</p>	<p>The audit on Rajagiri Student Management System (RSMS) focuses on evaluating the features and functionalities of the system to ensure its effectiveness in managing student-related processes. This includes modules such as admission, enrollment, attendance tracking, examination management, result processing, and student records management, providing a comprehensive solution for efficient student administration and enhancing the overall educational experience.</p>
<p>Coordinated the KTU External Audit on Monday, 20th June 2022 and Tuesday 21st June</p>	<p>The coordination of the KTU External Audit on Monday, 20th June 2022 and Tuesday 21st June involved organizing and facilitating the audit process to ensure smooth and efficient proceedings. This included arranging the necessary documentation, coordinating with the auditors, and providing support to the departments and units under audit to ensure compliance with the audit requirements and guidelines.</p>

<p>Support to ME department during NBA visit</p>	<p>During the NBA visit, support was provided to the ME department by compiling and submitting the faculty lists for the academic years 2021-22, 2020-21, and 2019-20, along with the corresponding student-faculty ratio details of RSET. This facilitated the department's compliance with NBA requirements and ensured accurate representation of faculty strength and student-faculty ratios during the accreditation process.</p>
<p>Updation of Features in RSMS- Documents published by IQAC & IQAC guidelines and Templates</p>	<p>The Rajagiri Student Management System (RSMS) was updated to include news links that provide easy access to documents published by IQAC, including IQAC guidelines and templates. These resources are now conveniently available under the IQAC tab in RSMS, ensuring easy access for users and facilitating compliance with IQAC guidelines and standards</p>
<p>Action to be taken report related to the internal audit conducted by IQAC in June 2022</p>	<p>The Action to be Taken report, based on the findings of the internal audit conducted by IQAC in June 2022, highlights the necessary steps and measures to be implemented to address the identified areas of improvement and ensure compliance with quality standards. This report serves as a valuable guide for implementing corrective actions and enhancing overall institutional effectiveness and quality assurance.</p>
<p>Revised Rule for Activity Points Version 2</p>	<p>The Revised Rule for Activity Points v2 introduces updated guidelines and criteria for</p>

	<p>earning activity points, outlining the specific activities and corresponding points assigned to them. This revision aims to streamline the process of activity point calculation and provide clarity to students and faculty members regarding the activities that contribute towards their overall activity points.</p>
Guidelines for the conduct of retest	<p>The Guidelines for the conduct of retests provide a framework for administering retests to students, outlining the procedures, rules, and timelines for conducting retests to ensure fairness and consistency in the assessment process. These guidelines serve as a reference for faculty and students in managing retests effectively and maintaining the integrity of the evaluation system.</p>
Survey -Participated in the	Rankings & Survey
NIRF Band	<p>RSET achieved a commendable NIRF band 201-250, securing a prominent position among top institutions in India, reflecting its commitment to academic excellence, research, infrastructure, and overall institutional quality.</p>
Updation of Features in RSMS- Parents' feedback	<p>The Rajagiri Student Management System (RSMS) has been updated to include a new feature where parents can provide feedback through the parent's corner, facilitating effective communication and engagement between parents and the institution. This enhancement aims to improve the parent's</p>

	<p>experience and strengthen the partnership between the college and parents for better student support.</p>
<p>Autonomy Report - Progress Report for the Academic Year : 2021-22 sent to UGC.</p>	<p>The autonomy report, highlighting the progress and achievements of the institution for the academic year 2021-22, has been submitted to the University Grants Commission (UGC), showcasing the efforts and initiatives undertaken by the college towards autonomy and academic excellence.</p>
<p>Updation of Features in RSMS- Feedback Defaulters List</p>	<p>A new feature has been added to the Rajagiri Student Management System (RSMS) called Feedback Defaulters List under Students Report.</p>
<p>Updation of Features in RSMS- Remedial Class</p>	<p>The Rajagiri Student Management System (RSMS) has introduced a new feature called Remedial Class under 'Student Reports'</p>
<p>Annual Calendar of Commemorative Days for 2022-23</p>	<p>The Annual Calendar of Commemorative Days for the academic year 2022-23 provides a comprehensive list of important days and events to be observed throughout the year. This calendar serves as a reminder and reference for the entire academic community, highlighting significant occasions and promoting awareness and participation in various social, cultural, and educational activities.</p>
<p>Course Teacher's Feedback on the Class</p>	<p>The Rajagiri Student Management System (RSMS) includes the addition of a new feature called Course Teacher's Feedback on the class.</p>

<p>Class Representatives Feedback Form</p>	<p>The Class Representatives Feedback Form is a tool designed to gather valuable feedback from class representatives regarding various aspects of their academic experience, including teaching methodologies, course content, and overall classroom environment. The feedback received through this form helps in assessing the effectiveness of teaching practices and making necessary improvements to enhance the learning experience for all students.</p>
<p>Analysis of Student Performance in First Internal Exam</p>	<p>The analysis of student performance in the first internal exam provides valuable insights into the strengths and weaknesses of students, enabling educators to identify areas that require additional support and improvement. It helps in devising targeted interventions and academic strategies to enhance student learning and achievement in subsequent exams and overall academic performance.</p>
<p>Class index for 2020-24 & 2021-25 batch</p>	<p>The class index for the 2020-24 and 2021-25 batches provides a measure of the overall academic performance and achievement of students within their respective cohorts. It helps in assessing the progress and comparison of class performance over time, supporting the identification of areas of improvement and implementation of necessary interventions for better academic outcomes.</p>
<p>IQAC Audit Manual 2022</p>	<p>The IQAC Audit Manual 2022 serves as a comprehensive guide</p>

	<p>for conducting internal audits within an institution. It outlines the procedures, criteria, and guidelines to ensure effective quality assurance and continuous improvement in various aspects of the institution's functioning.</p>
<p>Updation of Features in RSMS-Audit sheets</p>	<p>The RSMS (Rajagiri Student Management System) has been updated to include audit sheets in the IQAC Audit section. These updated audit sheets provide a structured format for conducting internal audits and ensure efficient record-keeping of audit findings and recommendations within the system.</p>
<p>Guidelines for executing the Faculty Feedback System</p>	<p>The guidelines for executing the Faculty Feedback System provide a framework for the effective implementation of feedback mechanisms to assess the quality of teaching and learning. These guidelines outline the process of administering feedback surveys, ensuring confidentiality, analyzing feedback data, and using the results to improve the overall teaching-learning experience.</p>
<p>Audit--First internal audit for B. Tech (S2, S4, S6), M. Tech (S2), second audit for B. Tech S8 and M. Tech S4 will be held from 2nd August to 9th August 2022.</p>	<p>The first internal audit for B.Tech (S2, S4, S6) and M.Tech (S2), as well as the second audit for B.Tech S8 and M.Tech S4, is scheduled to take place from 2nd August to 9th August 2022. These audits aim to assess the academic processes, compliance with regulations, and overall quality of education provided by the respective</p>

	programs.
Streamlined the process of documenting RSET MoUs	The process of documenting MoUs (Memorandum of Understanding) at RSET has been streamlined to ensure efficient and systematic record-keeping. This initiative aims to enhance transparency, facilitate collaboration, and strengthen partnerships with external organizations through well-documented and mutually beneficial agreements.
Distinguished Lecture - As part of Azadi ka Amrit Mahotsav organized a distinguished lecture on "INDIA INNOVATION @ 75" to be delivered by Prof. Achuthsankar S. Nair.	As part of the Azadi ka Amrit Mahotsav celebration, RSET organized a distinguished lecture titled INDIA INNOVATION @ 75" by Prof. Achuthsankar S. Nair.
Survey Submitted - All Kerala Higher Education Survey (AKHES)	RSET successfully participated in the All Kerala Higher Education Survey (AKHES) and submitted the required data. The survey aimed to gather comprehensive information about higher education institutions in Kerala and assess their performance in various areas. RSET's participation in the survey reflects commitment to quality education and continuous improvement in line with the higher education landscape in Kerala.
Communication to KTU - list of faculty members nominated for attending KTU's faculty induction programme.	RSET communicated the list of nominated faculty members to KTU for their participation in the faculty induction programme. This initiative reflects RSET's commitment to the professional development and orientation of its faculty members in accordance with KTU's guidelines.

Streamlining Academic Audit - Course Files	As part of streamlining the academic audit process, a template of Comprehensive Viva and Global Elective Courses were prepared. Audit Sheets were made available in RSMS.
Streamlining Academic Audit - HOD/Class Teacher files	As part of streamlining the academic audit process, a template of HOD/Class Teacher files were prepared. Audit Sheets were made available in RSMS.

13. Was the AQAR placed before the statutory body? No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14. Was the institutional data submitted to AISHE ? Yes

- Year

Part A

Data of the Institution

1.Name of the Institution	Rajagiri School of Engineering and Technology (Autonomous)
• Name of the Head of the institution	Dr. P.S. Sreejith
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	9447812820
• Alternate phone No.	04842660999
• Mobile No. (Principal)	9447812820
• Registered e-mail ID (Principal)	office@rajagiritech.edu.in
• Address	Rajagiri School of Engineering & Technology, Rajagiri Valley, Kakkanad, Kochi 682039, Kerala, India
• City/Town	Ernakulam
• State/UT	Kerala
• Pin Code	682039
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	18/09/2020
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the IQAC Co-ordinator/Director	Ms. Liza Annie Joseph
• Phone No.	9020072720
• Mobile No:	9020072720
• IQAC e-mail ID	iqac.rset@rajagiritech.edu.in
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.rajagiritech.ac.in/Home/naac/AQAR_2020-2021.pdf
4.Was the Academic Calendar prepared for that year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.rajagiritech.ac.in/Home/exam/btech_AcademicCalendar.asp

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.79	2009	31/12/2009	30/12/2014
Cycle 2	A	3.03	2017	22/02/2017	31/12/2025

6.Date of Establishment of IQAC

07/10/2008

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Mr. Jithin P.N.	CERD - Research Seed Money Scheme	APJAKTU	01/09/2021	163100
Mr. Jeffin Johnson	CERD - Research Seed Money Scheme	APJAKTU	01/09/2021	170000

Ms. Prathibha PK	CERD - Research Seed Money Scheme	APJAKTU	01/09/2021	140000
Dr. Preetha K G ,Dr. Saritha S	Naval Research Board Fund	Naval Research Board	01/06/2021	3378032
Dr. Nikhila T Bhuvan ,Ms.Anjana Raju Pallikare	Student Projects	KSCSTE	11/10/2021	10000
Dr. Elizabeth Rita Samuel, Amal, Anant hanaryan, Rochelle, Joanna	Student Projects	KSCSTE	11/10/2021	10000
Dr. Elizabeth Rita Samuel, Rahul, Poornima, Adarsh P, Gautham	Student Projects	KSCSTE	11/10/2021	10000
Ms. Sangeetha Jamal	Student Projects	KSCSTE	11/10/2021	10000
Dr. Sherly K.K, Ms. Annie Sonia	Student Projects	KSCSTE	29/10/2021	10000
Vineeth Krishna P, Jithin P N, Sam Tharachan, Prathik Thomas,	CERD - Research Seed Money Scheme	APJAKTU	15/06/2021	30000

Marina Jacob, Yash Rakesh				
Dr. Thankachan T. Pullan, Dr. Gigi George,	Project Funding	KSCSTE	01/07/2021	900000
Dr.Rinku Jacob, Dr. Ramkumar P.B	Core Research Grant	DST- SERB	01/01/2021	505450
Dr. Vinod Kumar PB	Project Funding	Internation al Mathematica l Union	21/05/2021	1836177
Mr. Binu A	Project Funding	KMRL	01/07/2022	1000000
Ms.Jean P Johny	Project Funding	KSCSTE	06/12/2021	10000
Celwin John, Dr. Ajith Kumar. A, Tony Chacko	Idea grant	KSUM	01/02/2021	200000
John Paul CD, Dr. Ajith Kumar. A	Idea grant	KSUM	01/02/2021	200000
Anjitha. S, Dr. Ajith Kumar. A	Idea grant	KSUM	01/02/2021	200000

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
9.No. of IQAC meetings held during the year	13	

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Facilitated the creation and implementation of academic and administrative policies.		
Formulating and implementing strategies for quality enhancement.		
Conducted internal audits and evaluations to assess the effectiveness of academic programmes and support services.		
Organized faculty development programs and training sessions to enhance teaching and research skills.		
Preparing and submitting reports to external quality assurance bodies, such as accreditation agencies.		
12. Plan of action chalked out by IQAC at 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
<p>Conducting Audits -Academic Audits conducted - S2 ,S4, S6, S8</p>	<p>The audits aim to identify areas of improvement, ensure accountability, and promote continuous enhancement of academic standards.Academic Audits were conducted for all four semesters in all branches for the same.</p>
<p>Scheduling Academic Activities - Academic Calendar - S1, S3, S5, S7 B.Tech.</p>	<p>Developed an academic calendar that outlines the start and end dates of each academic activity. This calendar serves as a reference point for scheduling other activities like exams, open house, course file audits etc.</p>
<p>Revising and Publishing Activity Calendar for Course</p>	<p>Revising and publishing the activity calendar involves reviewing and adjusting the schedule of academic activities, such as classes, exams, and events, and making it available to students, faculty, and other stakeholders to ensure effective planning and coordination. Version 2 of Course Activity Calendar listing academic activities related to the course for an entire semester was published</p>
<p>Event Audit on RSET Flagship events</p>	<p>Event audit on RSET flagship events involve conducting a comprehensive assessment of the organization, planning, execution, and outcomes of the flagship events hosted by RSET to evaluate their effectiveness, impact, and adherence to predetermined goals and objectives. Audited files of Samavarathanam, RIDHI , NSS, IEDC and</p>

	Deeksharamabham.
Incorporating HoD and Class Teacher Audit Pages into RSMS (in house software)	Incorporated audit pages into the RSMS (in-house software) for automation involves integrating specific functionalities within the software to enable streamlined and automated processes for conducting audits, such as creating audit templates, capturing audit data, generating reports, tracking audit progress, and facilitating communication and collaboration among audit stakeholders. Forms for entering HOD, Class Teacher files etc. were designed and incorporated into RSMS in this regard.
Streamlining Academic Audit -Directory Structure for maintaining course files in Sharepoint	Streamlining academic audit involves establishing clear objectives, forming an independent committee, and developing a comprehensive audit plan with defined timelines and key performance indicators. This process ensures a thorough evaluation of the institution, promoting transparency, accountability, and continuous improvement in academic quality. To streamline academic audits and maintain course files in SharePoint, it is beneficial to establish an organized audit-directory structure. This structure can include a root folder for academic audits, subfolders for each academic year, further subfolders for programs or departments, and additional subfolders for individual

	<p>courses. Within these folders, files related to the audit can be organized, such as syllabi, curriculum mapping documents, assessment records, course materials and student feedback reports. Implementing such a directory structure facilitates easy navigation and retrieval of course files, enhancing efficiency during the academic audit process. Department wise directory structure was designed to maintain course files in the soft copy form.</p>
B.Tech. Syllabus Template	<p>The B.Tech. syllabus template outlining course name, course codes, credit hours, prerequisites, learning outcomes, assessment methods, detailed syllabus of course, References , course and program outcome mapping etc. were prepared.</p>
Back Log Status of Students 2018-2022 batch	<p>The back log status of students refers to the number of courses that a student has failed or has not completed within the designated time frame, which may impact their academic progress or graduation eligibility. It is essential for students to address their back logs promptly to ensure timely completion of their degree requirements. Backlog Status of Students 2018-2022 batch were prepared.</p>
Class Index for Autonomous 2020-24 batch	<p>Class Index System assesses the performance of each class and batch. The class index is a parameter to improve the academic performance of the class/batch by organising</p>

	<p>activities that cater to both slow and fast learners. It provides a standardized measure to compare and evaluate students' academic achievements in a fair and consistent manner. Class Index for Autonomous 2020-24 batch were submitted.</p>
CO-PO Sheets Automation Process	<p>The CO-PO sheets automation process involves using technology and software tools to streamline the collection, analysis, and reporting of data related to Course Outcomes (CO) and Program Outcomes (PO) in an educational institution. This automated approach simplifies the tracking and assessment of student learning outcomes, enabling efficient monitoring of curriculum effectiveness and continuous improvement efforts. CO-PO Sheets Automation Process is In Progress.</p>
Dept. wise Monthly Report Consolidation	<p>The department-wise monthly report consolidation refers to the process of gathering and combining individual reports from different departments within an organization to create a comprehensive overview of the organization's activities, achievements, and challenges on a monthly basis. This consolidation helps in gaining insights, identifying trends, and facilitating decision-making at a higher level within the organization. Dept. wise Monthly Report were consolidated.</p>
Directory Structure of RSET - beta version launched in	<p>The directory structure of RSET refers to the hierarchical</p>

<p style="text-align: center;">Website</p>	<p style="text-align: center;">organization of files and folders within the website's server, providing a systematic arrangement of resources, files and other components to ensure efficient navigation and management data of RSET . Directory Structure of RSET - beta version was launched on the Website.</p>
<p style="text-align: center;">Faculty Experience Details Calculation</p>	<p style="text-align: center;">The faculty experience details calculation involves assessing and summing up the combined years of teaching, research, industry experience, and relevant qualifications of faculty members in an educational institution to determine their overall expertise and seniority within the academic field. This calculation helps in evaluating the faculty's capabilities and ensuring the appropriate allocation of responsibilities and roles. Faculty Experience Details were Calculated.</p>
<p style="text-align: center;">Score Calculation for Faculty Recruitment</p>	<p style="text-align: center;">The faculty recruitment score calculation process involves evaluating and assigning scores to candidates based on criteria such as qualifications, teaching experience and research publications to determine their suitability for a faculty position in an academic institution. Faculty Recruitment Mark Calculation Process were completed.</p>
<p style="text-align: center;">Guidelines and Scheme for Workload & Course Allocation to the Timetable Committee</p>	<p style="text-align: center;">The guidelines and scheme for workload and course allocation to the timetable committee enables to create an effective and balanced timetable for the</p>

	<p>academic institution.</p> <p>Guidelines and Scheme for Workload & Course Allocation to the Timetable Committee were prepared.</p>
<p>Guidelines for Activity Points - Autonomous Batch</p>	<p>The guidelines for activity points in the autonomous batch establish a set of criteria and requirements for students to earn activity points through participation in co-curricular and extracurricular activities, promoting holistic development and recognizing their contributions beyond academic performance. These guidelines aim to encourage a well-rounded educational experience for autonomous batch students. Guidelines for Activity Points were prepared.</p>
<p>Guidelines for Certificate for an Event</p>	<p>The guidelines for certificates for an event provide a framework for designing and issuing official certificates to participants, ensuring that essential event details, participant achievements, and the organizing institution's branding are appropriately included to acknowledge and validate the individuals' involvement and accomplishments. These guidelines ensure consistency and professionalism in certificate issuance. Guidelines for Certificate for an Event were submitted.</p>
<p>Guidelines for Conducting RSET Events and Checklist form</p>	<p>The guidelines for conducting RSET events and checklist form outline the necessary procedures, requirements, and considerations to ensure the</p>

	<p>smooth and organized execution of events hosted by RSET, providing a structured approach for event planning, coordination, and evaluation. The checklist form serves as a practical tool to verify the completion of essential tasks and components throughout the event management process. Guidelines were submitted.</p>
<p>Guidelines for maintaining Course Files in SharePoint</p>	<p>The guidelines for maintaining course files in SharePoint provide instructions on how to organize, categorize, and manage course-related documents, resources, and materials in a structured manner within the SharePoint platform, ensuring easy access, version control, and collaboration among faculty members and students. These guidelines facilitate efficient document management and enhance the overall teaching and learning experience. Guidelines were submitted</p>
<p>Guidelines for Meeting Minutes</p>	<p>The guidelines for meeting minutes outline a standardized format and process for documenting key discussions, decisions, and action items during meetings, ensuring accurate and comprehensive records that serve as a reference for participants and stakeholders. Guidelines for Meeting Minutes were prepared.</p>
<p>Academic Handbook - KTU</p>	<p>The handbook of KTU (Kerala Technological University) provides comprehensive information about the college policies, rules, regulations,</p>

	<p>academic programs, curriculum, examination procedures, and other essential guidelines, serving as a valuable resource for students, faculty, and staff members. Handbook - KTU was prepared.</p>
<p>Academic Handbook- Autonomy</p>	<p>The autonomy handbook outlines the specific policies, guidelines, and procedures related to the autonomous batch of RSET, providing comprehensive information about college policies, rules, regulations, academic programs, curriculum, examination procedures, and other essential guidelines, serving as a valuable resource for students, faculty, and staff members. Academic Handbook- Autonomy was prepared.</p>
<p>Events Automation on RSMS</p>	<p>The planning, organization, and execution of events, contributing to the overall success and effectiveness of the event management process can be done through RSMS . Designed forms to incorporate Report Generation process related with Events</p>
<p>IQAC Core Committee Meeting Conducted</p>	<p>The IQAC core committee meeting was conducted to discuss and address matters related to quality enhancement, review progress towards achieving institutional goals, and devise strategies for continuous improvement in accordance with the quality assurance framework of the educational institution. These meetings play a vital role in ensuring ongoing evaluation and enhancement of</p>

	<p>the institution's academic and administrative practices. IQAC Core Committee Meeting Conducted.</p>
<p>IQAC Newsletter 2020-21</p>	<p>The IQAC newsletter serves as a periodic publication that provides updates, insights, and highlights on the activities, initiatives, and achievements of the Internal Quality Assurance Cell, showcasing the institution's commitment to quality assurance and continuous improvement in various aspects of education and administration. It serves as a platform for disseminating information, promoting transparency, and fostering a culture of quality within the institution. IQAC Newsletter 2020-21 were published</p>
<p>IQAC Report 2020-21</p>	<p>The IQAC report is a comprehensive document prepared by the Internal Quality Assurance Cell, which assesses and evaluates the institution's performance, progress, and quality enhancement efforts. It includes an analysis of key areas such as teaching and learning, research and publications, infrastructure, governance, student support services, and stakeholder feedback, providing recommendations and action plans for further improvement. IQAC Report 2020-21 were prepared.</p>
<p>IQAC Workshop on Enhancing Research Performance</p>	<p>The IQAC workshop on enhancing research performance conducted on 18th September 2021 focused on various aspects such as</p>

	<p>research methodologies, publication strategies, funding opportunities, collaboration techniques, and ethical considerations, empowering participants to enhance their research capabilities and contribute to the institution's academic excellence and reputation.</p>
<p>IQAC workshop on Improving Research Visibility through Research id Creation</p>	<p>The IQAC workshop on improving research visibility through Research ID creation is a targeted session organized by the Internal Quality Assurance Cell to educate and guide faculty members and researchers on the importance of creating Research IDs (such as ORCID or ResearcherID) to establish a digital identity, enhance research visibility, and ensure proper attribution and recognition of their scholarly work in the academic community.</p> <p>The workshop equips participants with the knowledge and skills to create and manage their Research IDs effectively.</p>
<p>Administrative Supporting Bodies -Clubs/Cells/Committee were constituted</p>	<p>The list of clubs/cells/committees were prepared to offer opportunities for students to engage in extracurricular activities, pursue their interests, and contribute to the vibrant campus community.</p>
<p>Mandatory Cells/Committee list for KTU and AICTE</p>	<p>The mandatory cells/committees list for KTU (Kerala Technological University) and AICTE (All India Council for Technical Education) consists of essential committees, such as Anti-Ragging Committee,</p>

	<p>Grievance Redressal Cell, Women Empowerment Cell, and Internal Complaints Committee, which are mandated to ensure compliance with regulations, address student grievances, promote inclusivity, and maintain a safe and conducive environment in the educational institutions under their purview. Mandatory Cells/Committee list for KTU and AICTE were prepared and published.</p>
<p>Mark band of Students 2018-2022 batch</p>	<p>The academic performance of the final year S7 students (2018-22 batch) has been categorized into various bands in the order of their marks. It is also supported with the current backlog status of students upto semester five. This data can be utilized by the departments for improving the results by effectively planning the remedial/mentoring activities. Academic cells like Placements, Career guidance etc. may also utilize this data for organizing their activities during this academic year.</p>
<p>Mark Division for Various Subjects into RSMS</p>	<p>The mark division for various subjects are prepared and made available in RSMS Mark Division for Various Subjects into RSMS. It ensures accurate categorization and organization of marks according to subjects, facilitating streamlined tracking and evaluation of academic performance.</p>
<p>Meeting Minutes Codes</p>	<p>The codes and guidelines to be followed in preparing the meeting minutes are prepared and published. Designed unique</p>

	meeting codes for all clubs/cells/committees.
Meeting Minutes Template	A meeting minutes template is a pre-designed document that provides a structured format for capturing essential information such as meeting details, agenda items, attendee list, discussions, decisions, and action items, facilitating consistent and organized recording of meeting proceedings. Designed the meeting minutes template into a uniform format
Monthly Report Format - Revised	The revision of the monthly report format involves updating and improving the structure and content of the report to enhance its clarity, relevance, and effectiveness in conveying information. Monthly Report format has been revised.
Department wise presentation on annual AQAR submission and NAAC audit preparation	A Department wise presentation on NAAC criteria was conducted by the NAAC Coordinator in association with the IQAC team to facilitate the preparation of assessment and evaluation process for institutional accreditation. The presentation also includes the importance of timely submission of data and proof towards filing AQAR every year.
NAAC Manual Study, Standard Operation Procedures, Excel sheets	The NAAC manual study involves a detailed examination and analysis of the National Assessment and Accreditation Council (NAAC) manual, which provides guidelines, criteria, and procedures for evaluating and accrediting educational

	<p>institutions. Standard Operating Procedures (SOPs) and Excel sheets are utilized to streamline and systematize data collection, analysis, and documentation processes, ensuring accuracy, consistency, and compliance with NAAC requirements.</p>
<p>NAAC Preparation - Visit to RCSS, Kalamassery</p>	<p>As part of NAAC preparation a visit to the Rajagiri College of Social Sciences (RCSS) , Kalamassery, where the team assesses the institution's infrastructure, facilities, academic programs, faculty, student support services, and quality assurance mechanisms to gather evidence and insights for the accreditation process by the National Assessment and Accreditation Council (NAAC). Interacted with the IQAC team of RCSS on 6th August 2021 for drawing inputs on NAAC Preparation</p>
<p>NAAC Sponsored IQAC Workshop Proposal - First Draft</p>	<p>The first draft of the NAAC-sponsored IQAC workshop proposal outlines the conceptual framework, objectives, methodology, and resource requirements for conducting a workshop aimed at enhancing the quality assurance practices in educational institutions, aligning them with the guidelines and standards set by the National Assessment and Accreditation Council (NAAC). The proposal serves as a preliminary document for review and approval before proceeding with the workshop implementation.</p>

<p>NAAC- Excel Templates for NAAC for various Data Sources</p>	<p>Preparation of this was done</p> <p>The NAAC-Excel templates are created to collect and organize data from various sources within the institution, aligning with the specific data requirements outlined by the National Assessment and Accreditation Council (NAAC). These templates enable systematic data entry, validation, and analysis, facilitating the preparation of accurate and comprehensive reports for the NAAC accreditation process. Excel templates for Additional Templates and Uploading Documents also were prepared.</p>
<p>NAAC-Data Collection, Categorization, Consolidation, Proof Collection, for AQAR 2021</p>	<p>For the NAAC-AQAR (Annual Quality Assurance Report), the data collection process involves gathering relevant information from different sources within the institution, including academic programs, faculty, infrastructure, student support services, research activities, and extracurricular initiatives. The collected data is then categorized, organized, and consolidated according to the specified AQAR format. Additionally, the process requires the collection and submission of supporting evidence and proof to substantiate the reported data, ensuring transparency and accountability in the quality assurance reporting. Data Collection, Categorization, Consolidation and Proof</p>

	Collection, for AQAR 2021, has been completed
NIRF initial analysis and Presentation by Nodal Officer	The NIRF initial analysis and presentation by the Nodal Officer involves a comprehensive review and assessment of the institution's performance and rankings in various parameters and disciplines as per the National Institutional Ranking Framework (NIRF), followed by a presentation to stakeholders highlighting strengths, weaknesses, and strategies for further improvement was conducted.
NIRF Survey Completed	The completion of the NIRF survey indicates that the institution has successfully provided all the required data and information as per the guidelines of the National Institutional Ranking Framework (NIRF), enabling the evaluation and assessment process for ranking and recognition.
PhD details incorporated into RSMS	Incorporating PhD details into RSMS involves capturing and documenting essential information about individuals who have completed or are pursuing a Doctor of Philosophy (PhD) degree, including their research area, thesis title, advisors, publications, and other relevant details. This consolidation of PhD details serves as a valuable resource for academic institutions, researchers, and potential collaborators to identify expertise and track scholarly contributions in specific

	fields of study. Provision to include PhD details is incorporated into RSMS and guidelines to enter it in RSMS was framed.
Policy - Green Policy First Draft	The first draft of the Green Policy serves as an initial version outlining the principles, goals, and strategies to promote sustainability, environmental conservation, and responsible practices within an organization or institution, paving the way for a greener and more eco-friendly approach. Green Policy First Draft was prepared.
Policy-Disabled Policy First Draft	The first draft of the Disabled Policy outlines the framework and provisions for promoting inclusivity, accessibility, and equal opportunities for individuals with disabilities within an organization or institution, aiming to eliminate barriers, provide necessary support, and ensure their full participation and integration. This policy sets the foundation for creating a more inclusive and accommodating environment for people with disabilities. Disabled Policy First Draft were prepared.
Presentation of Excel sheets Criteria wise before Asst. Hods (Dept. IQAC Coordinators)	The presentation of Excel sheets criteria-wise before Assistant HODs involves showcasing and discussing the data, statistics, and analysis compiled in Excel sheets based on specific criteria or parameters, providing a

	<p>comprehensive overview and insights into various aspects of academic programs, student performance, research, infrastructure, or other relevant factors.</p>
<p>Presentation of Functions and Responsibilities to Asst. Hods</p>	<p>The presentation of functions and responsibilities of Assistant HODs involves providing a detailed overview of the roles, duties, and expectations associated with their positions within an organization or institution, ensuring a clear understanding of their responsibilities and fostering effective coordination and collaboration among the departmental leadership. This presentation helps establish a common understanding and alignment of objectives among Assistant HODs, contributing to efficient management and smooth functioning of the departments. The presentation was conducted in the presence of Principal and Dean PG studies.</p>
<p>Presentations by Joint Secretaries on NAAC criteria</p>	<p>The presentations by JS (Joint Secretary) on NAAC criteria entail informative sessions conducted by the Joint Secretary of an educational institution or regulatory body, wherein the NAAC accreditation criteria are elucidated, discussed, and elaborated upon to facilitate understanding and compliance with the evaluation parameters and standards set by the National Assessment and Accreditation Council (NAAC). These presentations help</p>

	<p>institutions prepare for the accreditation process and align their practices with the desired quality benchmarks. The presentations are vetted by IQAC and NAAC Coordinators.</p>
<p>Presentations on the requirements of NAAC by NAAC Coordinator</p>	<p>Presentations on the requirements of NAAC are informative sessions that provide detailed explanations and guidance on the criteria, standards, and documentation needed for the accreditation process by the National Assessment and Accreditation Council (NAAC). These presentations help to prepare and meet the necessary requirements for successful accreditation. The Presentation by NAAC coordinator brought out a picture about the strong and weak areas of RSET in view of NAAC accreditation</p>
<p>Result Analysis of 2017-21 batch</p>	<p>The department wise result analysis was conducted to assess and evaluate the performance of students in various subjects. This analysis helps identify strengths, weaknesses, and areas for improvement, enabling the department to take appropriate measures to enhance academic outcomes and support student success.</p>
<p>Review Presentation of NIRF data</p>	<p>The NIRF (National Institutional Ranking Framework) data was presented to the stakeholders for review prior to the submission of data. This step allowed the stakeholders to assess and validate the information before</p>

	<p>it was officially submitted, ensuring accuracy and transparency in the ranking process.</p>
<p>Semester Plan -S1, S3, S5, S7 B.Tech</p>	<p>The semester plan for B.Tech programs in S1, S3, S5, and S7 were prepared which outlines the curriculum, courses, timetable, and assessment schedule for each semester, providing a structured framework to ensure proper progression of subjects, coverage of key topics, and effective delivery of the academic program, facilitating a well-organized and efficient learning experience for students.</p>
<p>Survey :GHRDC Survey Completed</p>	<p>The GHRDC Survey, conducted by the Global Human Resource Development Centre, is a comprehensive assessment and ranking exercise that evaluates educational institutions based on various parameters such as infrastructure, faculty quality, research output, placements, and industry engagement, providing valuable insights and recognition to institutions in the field of higher education. GHRDC Survey was submitted</p>
<p>Survey: Data Quest Survey Completed</p>	<p>The Data Quest Survey is a renowned annual survey conducted by Data Quest magazine that assesses and ranks IT and technology institutions in India, providing insights into their performance, industry collaborations, research contributions, and overall</p>

	<p>impact in the field of information technology education and innovation. Data Quest Survey was submitted.</p>
<p>Themes identified for conducting Events in RSET</p>	<p>Themes were identified for conducting events in RSET (Rajagiri School of Engineering and Technology) which serves as a focal points or topics around which various activities, workshops, seminars, or competitions are organized, aiming to create engaging and enriching experiences for participants and promote knowledge sharing and skill development in specific areas of interest or importance.</p>
<p>Time Table for IQAC</p>	<p>The time table for IQAC (Internal Quality Assurance Cell) outlines the schedule and allocation of activities, meetings, reviews, and assessments conducted by the IQAC team within the institution, ensuring systematic and timely execution of quality assurance initiatives and continuous improvement efforts. Weekly Work Plan for IQAC has been prepared.</p>
<p>Typography Guidelines for Word Document</p>	<p>Typography guidelines for a Word document provide instructions on font selection, font size, spacing, heading styles, paragraph formatting, and other typographic elements to ensure consistency, readability, and professional presentation of written content within the document is prepared and published.</p>

<p>Department Monthly Report Template</p>	<p>The Department Monthly Report Template is a standardized document that helps departments capture and present key information, achievements, challenges, and progress made during a specific month, providing a structured format for reporting and facilitating effective communication within the department and with higher-level authorities. This template ensures consistency, completeness, and organized reporting of departmental activities, facilitating analysis, evaluation, and decision-making processes. Department Monthly Report Template were prepared</p>
<p>Data submitted for Dataquest Top Technical School Survey 2022</p>	<p>The data submitted for the Dataquest Top Technical School Survey encompasses relevant information, statistics, and performance indicators related to an educational institution's technical programs, faculty, infrastructure, placements, research output, and industry collaborations. This data submission is crucial for participating in the survey and being considered for rankings and recognition in the field of technical education.</p>
<p>Completed the Data entry and proof submission for GHRDC-CSR Engineering Colleges / Institutes Survey 2022.</p>	<p>The data entry and proof submission process for the GHRDC-CSR Engineering Colleges/Institutes Survey 2022 has been successfully completed. This survey provides valuable insights into the performance and achievements of engineering colleges and</p>

	<p>institutes, allowing for benchmarking and recognition of excellence in the field.</p>
<p>NIRF 2022 submitted</p>	<p>The NIRF 2022 submission refers to the process of submitting the required data and information by an educational institution for participation in the National Institutional Ranking Framework (NIRF) ranking exercise conducted by the Ministry of Education, Government of India. This submission includes comprehensive details related to various parameters, such as teaching, learning resources, research, graduate outcomes, and perception, contributing to the evaluation and ranking of institutions for national recognition and benchmarking.</p> <p>NIRF 2022 submitted</p>
<p>Summary of Anomalies found in Course Allocation</p>	<p>The summary of anomalies found in course allocation provides a concise overview of discrepancies or irregularities discovered during the process of assigning courses to faculty members. It highlights any instances where courses may have been incorrectly assigned, duplicated, or mismatched, allowing for timely identification and rectification of the anomalies to ensure smooth course delivery and faculty workload distribution.</p>
<p>Website updation- a separate tab on the college webpage for uploading the NIRF reports over the years (2019 to 2022)</p>	<p>The website update includes the addition of a dedicated tab on the college website specifically for uploading and sharing NIRF reports, ensuring</p>

	<p>easy accessibility and availability of the institution's NIRF reports for the public. This organized approach allows stakeholders, prospective students and researchers to conveniently access and refer to the NIRF reports over the years, providing transparency and comprehensive information about the institution's performance and rankings.</p>
<p>IQAC Guidelines for workload allocation (2021-22)</p>	<p>The IQAC (Internal Quality Assurance Cell) guidelines for workload allocation 2021-2022 provide a framework and set of principles for distributing workload responsibilities among faculty members within an educational institution. These guidelines typically consider factors such as teaching load, research and publication activities, administrative duties, mentoring responsibilities, and professional development, aiming to ensure a fair and equitable distribution of workload while promoting academic excellence and maintaining a conducive learning environment.</p>
<p>Reconstitution of student Internship committee</p>	<p>The reconstitution of the student internship committee involves the process of forming or restructuring the committee responsible for overseeing and managing student internships within an educational institution. This reconstitution typically involves selecting or</p>

	<p>appointing new committee members, defining their roles and responsibilities, and establishing protocols and procedures for the effective coordination, monitoring, and evaluation of student internships, aiming to enhance the quality, relevance, and success of the internship programme.</p>
<p>Guidelines for Conducting S8 B.Tech. Main Project</p>	<p>The guidelines for conducting the S8 B.Tech. main project provide a framework and set of instructions to students and faculty supervisors for the successful completion of the final year project. It typically includes project selection criteria, project proposal preparation, timeline management, assessment methods, and documentation requirements, ensuring that students receive proper guidance and support throughout the project, leading to a well-executed and comprehensive final project submission.</p>
<p>Academic Calendar and Semester Plan for S8 - March 2022 -June 2022</p>	<p>The academic calendar and semester plan for S8 in a Bachelor of Technology programme outline the important dates, events, and activities scheduled for the final semester of the academic year. These documents provide a roadmap for students, highlighting the timeline for exams, project submissions, viva voce, and other crucial milestones, ensuring a structured and organized approach to completing the</p>

	academic requirements and successfully graduating from the programme.
Formulated Quality Policy of IQAC	The formulated quality policy of IQAC (Internal Quality Assurance Cell) is a guiding statement that outlines the commitment and principles of the institution towards ensuring and enhancing quality in all aspects of its academic programmes, administrative processes, and support services.
Formulated IQAC Vision and Mission	The IQAC of Rajagiri Engineering College has formulated its Vision to ensure continuous improvement in the quality of education and academic excellence, while its Mission is to implement effective quality assurance measures and foster a culture of quality enhancement in all aspects of the institution's functioning.
IQAC tab on website	The IQAC tab on the website serves as a dedicated section that provides information, updates, and resources related to the Internal Quality Assurance Cell, highlighting its objectives, activities, reports, and quality enhancement initiatives within the institution.
Website Updation - IQAC in association with the website committee	The website update by IQAC in association with the website committee of the college is an initiative aimed at making necessary updates and improvements to the RSET website, aligning it with the

	<p>requirements and standards set by the NBA (National Board of Accreditation) team for accreditation purposes. This effort ensures that the website accurately reflects the institution's achievements, programmes, facilities, and other relevant information, providing a comprehensive and up-to-date online presence for stakeholders and evaluators.</p>
<p>Academic Handbook 2021 (KTU)</p>	<p>The Academic Handbook 2021 (KTU) is a comprehensive document that provides guidelines, policies, and regulations governing academic programs and activities in colleges affiliated with the APJ Abdul Kalam Technological University (KTU). It covers various aspects such as curriculum, examinations, grading system, evaluation procedures, academic regulations, and code of conduct, serving as a reference guide for students, faculty, and administrators to ensure adherence to the prescribed academic standards and procedures.</p>
<p>AQAR for 2020-21 uploaded</p>	<p>The AQAR (Annual Quality Assurance Report) for the academic year 2020-21 is a document that presents a detailed assessment of the quality assurance initiatives, activities, and outcomes implemented by the educational institution during that specific period. It includes information about the institution's objectives,</p>

	<p>achievements, challenges, feedback received, initiatives for improvement, and future plans, providing a holistic view of the institution's quality assurance efforts and its commitment to continuous enhancement of academic excellence and institutional effectiveness. The AQAR for 2020-21 was uploaded.</p>
<p>IQAC Mock Audit of DCE as part of NBA preparation</p>	<p>The IQAC mock audit of DCE (Department of Computer Engineering) conducted on 06/04/2022 and 07/04/2022 was a preparatory exercise undertaken in anticipation of the actual NBA (National Board of Accreditation) assessment. This mock audit involved a comprehensive evaluation of the department's infrastructure, curriculum, faculty, student support systems, and quality assurance mechanisms to identify areas of improvement and ensure readiness for the upcoming accreditation process.</p>
<p>Survey - Data Quest RSET has been ranked 53rd in the national survey conducted by DataQuest in "DQ-CMR Best T-School Survey 2022", also bagged 40th position in the private sector and 1st position in Kerala.</p>	<p>In the national survey conducted by DataQuest, RSET has achieved a commendable rank of 53rd among the best technical schools in India, showcasing its excellence in technical education. Additionally, RSET secured the 40th position in the private sector and emerged as the top-ranked technical school in Kerala, reaffirming its commitment to providing quality education in the region.</p>
<p>Guidelines for conducting Comprehensive Course Work</p>	<p>The guidelines for conducting comprehensive coursework</p>

	<p>provide a framework and set of instructions to both students and faculty on the requirements, expectations, and assessment criteria for completing comprehensive coursework, ensuring a standardized and comprehensive evaluation of students' knowledge and understanding in their chosen field of study.</p>
<p>Workshop on PO-PSO attainment for various schemes</p>	<p>The workshop on PO-PSO attainment for various schemes will be conducted on 19th April (Tuesday) at 2.30 pm, aiming to provide insights and guidance on aligning program outcomes (PO) and program-specific outcomes (PSO) with different educational schemes, enhancing the quality and effectiveness of the educational programs offered.</p>
<p>Documents required for the AICTE Approval process 2022-23</p>	<p>The specific documents required for the AICTE approval process for the academic year 2022-23 has been prepared as per AICTE guidelines.</p>
<p>Semester plan and academic calendar for B.Tech-S6</p>	<p>The semester plan and academic calendar for B.Tech-S6 provide a complete schedule of the academic activities, including the commencement and completion dates of the semester, class timings, examination dates, holidays, and other important events. It serves as a guide for students, faculty, and staff to effectively plan and organize their study and work commitments throughout the semester.</p>
<p>Coordinated the audits in the</p>	<p>The audits in the departments</p>

<p>departments</p>	<p>were coordinated successfully, including the second internal audit for B.Tech (S1, S3, S5), M.Tech (S1, S3), and the evaluation of class teacher files (except S7) and HoD files, which took place from 3rd to 5th May 2022, ensuring adherence to quality standards and providing valuable insights for improvement.</p>
<p>RSET Organogram was prepared</p>	<p>The RSET Organogram illustrates the hierarchical structure and reporting relationships within Rajagiri School of Engineering and Technology (RSET), outlining the various departments, positions, and roles to provide a clear understanding of the institution's organizational framework and hierarchy. It serves as a visual representation that aids in effective communication, decision-making, and coordination among different units and individuals within the institution.</p>
<p>Survey : ATAL Ranking of Institutions - ARIIA 2022</p>	<p>The ATAL Ranking of Institutions on Innovation Achievements (ARIIA) 2022 survey is a national-level assessment conducted to recognize and rank higher education institutions in India based on their innovation and entrepreneurship-related initiatives. The survey evaluates institutions on various parameters such as innovation and start-up support, funding, intellectual property, industry</p>

	<p>collaboration, and social impact, with the aim of promoting a culture of innovation and entrepreneurship within the education system.</p>
<p>RSET bagged 1st position in Kerala and 38th position in India at "Education World: India Private Engineering Colleges Rankings 2022-23"</p>	<p>This achievement reflects the dedication and excellence of the institution in providing quality education and preparing its students for successful careers in engineering. Such recognition highlights RSET's commitment to academic and overall development, making it a prestigious institution in the field of engineering education in both the state of Kerala and the whole of India.</p>
<p>RSET News 2021 - Newsletter of RSET</p>	<p>RSET News 2021 is the official newsletter of Rajagiri School of Engineering and Technology (RSET) that captures and highlights the significant achievements, events, and updates from the academic year, serving as a comprehensive source of information and communication for the RSET community. It provides a platform to showcase the accomplishments of students, faculty, and staff, as well as the latest developments and initiatives undertaken by the institution.</p>
<p>Website Updation Process as part of NBA visit and AICTE verification</p>	<p>The website updation process undertaken as part of the NBA visit and AICTE verification involves ensuring that the institution's website reflects accurate and up-to-date information about programs, faculty, infrastructure, achievements, and other</p>

	<p>relevant details, aligning with the requirements and guidelines of NBA and AICTE. It aims to provide visitors, including NBA team members and AICTE officials, with comprehensive and reliable information about the institution and its offerings.</p>
<p>RSET Amenities and Infrastructure Handbook</p>	<p>The RSET Amenities and Infrastructure Handbook is a complete guide that provides detailed information about the various facilities, amenities, and infrastructure available within Rajagiri School of Engineering and Technology (RSET), ensuring that students, faculty, and visitors have a clear understanding of the resources and services provided by the institution.</p>
<p>RSET Policy Documents Handbook</p>	<p>The RSET Policy Documents Handbook serves as an extensive guide that outlines the policies, rules, and regulations of Rajagiri School of Engineering and Technology (RSET), providing clear guidelines for students, faculty, and staff to adhere to in various aspects of academic, administrative, and ethical practices. It ensures transparency, consistency, and accountability in decision-making processes and promotes a conducive learning and working environment within the institution.</p>
<p>RSET Code of Ethics Handbook</p>	<p>The RSET Code of Ethics Handbook presents a set of principles and guidelines that outline the expected conduct</p>

	<p>and ethical standards for students, faculty, and staff at Rajagiri School of Engineering and Technology (RSET), fostering a culture of integrity, professionalism, and responsible behavior within the institution. It serves as a reference document to promote ethical awareness, guide decision-making, and uphold the values of honesty, respect, fairness, and academic integrity among the RSET community.</p>
<p>RSET Annual Report 2021</p>	<p>The RSET Annual Report 2021 provides a complete overview of the achievements, initiatives, and progress made by Rajagiri School of Engineering and Technology (RSET) throughout the year. It showcases the academic, research, and extracurricular activities, highlights the accomplishments of students and faculty, and presents key statistics and data related to admissions, placements, and infrastructure, providing stakeholders with valuable insights into the institution's growth and development.</p>
<p>NBA Criteria 9 and 10 documents consolidation and file management</p>	<p>In preparation for the NBA accreditation, the consolidation and file management process for Criteria 9 and 10 involves organizing and compiling essential documents for all departments. This includes preparing student lists with and without quota details, as well as faculty lists, ensuring accurate and</p>

	<p>comprehensive information is available for assessment by the NBA Expert Team. The consolidation and meticulous management of these documents contribute to the smooth evaluation process and demonstrate the institution's commitment to fulfilling the NBA accreditation requirements.</p>
<p>Research ID creation and Research profile updation activity for NIRF</p>	<p>The research ID creation and research profile updation activity conducted for NIRF (National Institutional Ranking Framework) involves facilitating the creation of unique research IDs for faculty members and ensuring the comprehensive and accurate updation of their research profiles. This activity focuses to showcase the research capabilities and contributions of the institution's faculty members, enabling a robust evaluation of the institution's research performance as part of the NIRF ranking process.</p>
<p>Feedback -new survey forms created for 1. Student Satisfaction Survey 2. Student Feedback on Facilities</p>	<p>New survey forms have been created for conducting the Student Satisfaction Survey and gathering feedback from students regarding the facilities provided by the institution. These forms aim to collect valuable insights and opinions from students, enabling the institution to identify areas of improvement and enhance the overall satisfaction and experience of students.</p>
<p>Guidelines for the conduct of class and course committee</p>	<p>The guidelines for the conduct of class and course committees</p>

	<p>provide a framework for effective coordination and communication among faculty and students, fostering a collaborative environment for curriculum planning, course management, and addressing academic concerns. These guidelines ensure the smooth functioning of class and course committees, promoting active student engagement and faculty involvement in enhancing the teaching-learning process.</p>
<p>Assignment question paper template.</p>	<p>The assignment question paper template serves as a standardized format for designing and structuring assignment questions, providing clear instructions, sections, and guidelines to ensure consistency and clarity in assessment. It facilitates the efficient creation of assignment question papers, streamlining the evaluation process and enhancing the overall effectiveness of student assignments.</p>
<p>Guidelines Revision - Activity Points</p>	<p>The revision of guidelines for activity points involves updating the criteria and evaluation process for awarding activity points to students, aligning it with the evolving needs and objectives of the institution and ensuring a fair and transparent system. These revised guidelines aim to provide clear direction and guidance to students, encouraging their active participation in co-curricular and extracurricular activities</p>

	and recognizing their contributions appropriately.
Guidelines for conduct of the assignment hour.	The guidelines for the conduct of the assignment hour outline the procedures and expectations for both faculty and students during the designated time dedicated to completing assignments. These guidelines ensure a focused and productive environment, promoting independent learning, timely submission of assignments, and effective utilization of the assignment hour for academic progress.
Mark Split Up entry for all courses of S2, S4, S6 in RSMS	The mark split-up entry for all courses of S2, S4, and S6 involves the allocation of marks for various assessment components, such as internal exams, assignments, lab work, and projects, as per the prescribed weightage and evaluation criteria. This process ensures systematic recording and tracking of student performance, facilitating accurate calculation of grades and overall academic evaluation
Internal Audit for Clubs and Cells by IQAC	The internal audit conducted by IQAC on 27th June 2022 and 28th June 2022 focused on reviewing the functioning and activities of various clubs and cells within the institution. This audit aimed to assess the effectiveness of these bodies in promoting student engagement, organizing events, and achieving their respective objectives, ensuring continuous improvement and adherence to

	established guidelines.
Monthly report - Revision and Consolidation	The revision and consolidation of the monthly report involve reviewing and updating the information provided by different departments or units within the institution and compiling it into a comprehensive report. This process ensures accurate and up-to-date documentation of various activities, achievements, challenges, and future plans, enabling effective monitoring and decision-making at the institutional level.
Audit on RSMS to highlight the features available in RSMS	The audit on Rajagiri Student Management System (RSMS) focuses on evaluating the features and functionalities of the system to ensure its effectiveness in managing student-related processes. This includes modules such as admission, enrollment, attendance tracking, examination management, result processing, and student records management, providing a comprehensive solution for efficient student administration and enhancing the overall educational experience.
Coordinated the KTU External Audit on Monday, 20th June 2022 and Tuesday 21st June	The coordination of the KTU External Audit on Monday, 20th June 2022 and Tuesday 21st June involved organizing and facilitating the audit process to ensure smooth and efficient proceedings. This included arranging the necessary documentation, coordinating

	<p>with the auditors, and providing support to the departments and units under audit to ensure compliance with the audit requirements and guidelines.</p>
<p>Support to ME department during NBA visit</p>	<p>During the NBA visit, support was provided to the ME department by compiling and submitting the faculty lists for the academic years 2021-22, 2020-21, and 2019-20, along with the corresponding student-faculty ratio details of RSET. This facilitated the department's compliance with NBA requirements and ensured accurate representation of faculty strength and student-faculty ratios during the accreditation process.</p>
<p>Updation of Features in RSMS- Documents published by IQAC & IQAC guidelines and Templates</p>	<p>The Rajagiri Student Management System (RSMS) was updated to include news links that provide easy access to documents published by IQAC, including IQAC guidelines and templates. These resources are now conveniently available under the IQAC tab in RSMS, ensuring easy access for users and facilitating compliance with IQAC guidelines and standards</p>
<p>Action to be taken report related to the internal audit conducted by IQAC in June 2022</p>	<p>The Action to be Taken report, based on the findings of the internal audit conducted by IQAC in June 2022, highlights the necessary steps and measures to be implemented to address the identified areas of improvement and ensure compliance with quality standards. This report serves as a valuable guide for</p>

	implementing corrective actions and enhancing overall institutional effectiveness and quality assurance.
Revised Rule for Activity Points Version 2	The Revised Rule for Activity Points v2 introduces updated guidelines and criteria for earning activity points, outlining the specific activities and corresponding points assigned to them. This revision aims to streamline the process of activity point calculation and provide clarity to students and faculty members regarding the activities that contribute towards their overall activity points.
Guidelines for the conduct of retest	The Guidelines for the conduct of retests provide a framework for administering retests to students, outlining the procedures, rules, and timelines for conducting retests to ensure fairness and consistency in the assessment process. These guidelines serve as a reference for faculty and students in managing retests effectively and maintaining the integrity of the evaluation system.
Survey -Participated in the	Rankings & Survey
NIRF Band	RSET achieved a commendable NIRF band 201-250, securing a prominent position among top institutions in India, reflecting its commitment to academic excellence, research, infrastructure, and overall institutional quality.
Updation of Features in RSMS- Parents' feedback	The Rajagiri Student Management System (RSMS) has been updated

	<p>to include a new feature where parents can provide feedback through the parent's corner, facilitating effective communication and engagement between parents and the institution. This enhancement aims to improve the parent's experience and strengthen the partnership between the college and parents for better student support.</p>
<p>Autonomy Report - Progress Report for the Academic Year : 2021-22 sent to UGC.</p>	<p>The autonomy report, highlighting the progress and achievements of the institution for the academic year 2021-22, has been submitted to the University Grants Commission (UGC), showcasing the efforts and initiatives undertaken by the college towards autonomy and academic excellence.</p>
<p>Updation of Features in RSMS- Feedback Defaulters List</p>	<p>A new feature has been added to the Rajagiri Student Management System (RSMS) called Feedback Defaulters List under Students Report.</p>
<p>Updation of Features in RSMS- Remedial Class</p>	<p>The Rajagiri Student Management System (RSMS) has introduced a new feature called Remedial Class under 'Student Reports'</p>
<p>Annual Calendar of Commemorative Days for 2022-23</p>	<p>The Annual Calendar of Commemorative Days for the academic year 2022-23 provides a comprehensive list of important days and events to be observed throughout the year. This calendar serves as a reminder and reference for the entire academic community, highlighting significant occasions and promoting awareness and participation in</p>

	various social, cultural, and educational activities.
Course Teacher's Feedback on the Class	The Rajagiri Student Management System (RSMS) includes the addition of a new feature called Course Teacher's Feedback on the class.
Class Representatives Feedback Form	The Class Representatives Feedback Form is a tool designed to gather valuable feedback from class representatives regarding various aspects of their academic experience, including teaching methodologies, course content, and overall classroom environment. The feedback received through this form helps in assessing the effectiveness of teaching practices and making necessary improvements to enhance the learning experience for all students.
Analysis of Student Performance in First Internal Exam	The analysis of student performance in the first internal exam provides valuable insights into the strengths and weaknesses of students, enabling educators to identify areas that require additional support and improvement. It helps in devising targeted interventions and academic strategies to enhance student learning and achievement in subsequent exams and overall academic performance.
Class index for 2020-24 & 2021-25 batch	The class index for the 2020-24 and 2021-25 batches provides a measure of the overall academic performance and achievement of students within their

	<p>respective cohorts. It helps in assessing the progress and comparison of class performance over time, supporting the identification of areas of improvement and implementation of necessary interventions for better academic outcomes.</p>
<p>IQAC Audit Manual 2022</p>	<p>The IQAC Audit Manual 2022 serves as a comprehensive guide for conducting internal audits within an institution. It outlines the procedures, criteria, and guidelines to ensure effective quality assurance and continuous improvement in various aspects of the institution's functioning.</p>
<p>Updation of Features in RSMS- Audit sheets</p>	<p>The RSMS (Rajagiri Student Management System) has been updated to include audit sheets in the IQAC Audit section. These updated audit sheets provide a structured format for conducting internal audits and ensure efficient record-keeping of audit findings and recommendations within the system.</p>
<p>Guidelines for executing the Faculty Feedback System</p>	<p>The guidelines for executing the Faculty Feedback System provide a framework for the effective implementation of feedback mechanisms to assess the quality of teaching and learning. These guidelines outline the process of administering feedback surveys, ensuring confidentiality, analyzing feedback data, and using the results to improve the overall teaching-learning experience.</p>

<p>Audit--First internal audit for B. Tech (S2, S4, S6), M. Tech (S2), second audit for B. Tech S8 and M. Tech S4 will be held from 2nd August to 9th August 2022.</p>	<p>The first internal audit for B.Tech (S2, S4, S6) and M.Tech (S2), as well as the second audit for B.Tech S8 and M.Tech S4, is scheduled to take place from 2nd August to 9th August 2022. These audits aim to assess the academic processes, compliance with regulations, and overall quality of education provided by the respective programs.</p>
<p>Streamlined the process of documenting RSET MoUs</p>	<p>The process of documenting MoUs (Memorandum of Understanding) at RSET has been streamlined to ensure efficient and systematic record-keeping. This initiative aims to enhance transparency, facilitate collaboration, and strengthen partnerships with external organizations through well-documented and mutually beneficial agreements.</p>
<p>Distinguished Lecture - As part of Azadi ka Amrit Mahotsav organized a distinguished lecture on "INDIA INNOVATION @ 75" to be delivered by Prof. Achuthsankar S. Nair.</p>	<p>As part of the Azadi ka Amrit Mahotsav celebration, RSET organized a distinguished lecture titled INDIA INNOVATION @ 75" by Prof. Achuthsankar S. Nair.</p>
<p>Survey Submitted - All Kerala Higher Education Survey (AKHES)</p>	<p>RSET successfully participated in the All Kerala Higher Education Survey (AKHES) and submitted the required data. The survey aimed to gather comprehensive information about higher education institutions in Kerala and assess their performance in various areas. RSET's participation in the survey reflects comitment to quality education and continuous improvement in line with the higher education landscape in Kerala.</p>

Communication to KTU - list of faculty members nominated for attending KTU's faculty induction programme.	RSET communicated the list of nominated faculty members to KTU for their participation in the faculty induction programme. This initiative reflects RSET's commitment to the professional development and orientation of its faculty members in accordance with KTU's guidelines.
Streamlining Academic Audit - Course Files	As part of streamlining the academic audit process, a template of Comprehensive Viva and Global Elective Courses were prepared. Audit Sheets were made available in RSMS.
Streamlining Academic Audit - HOD/Class Teacher files	As part of streamlining the academic audit process, a template of HOD/Class Teacher files were prepared. Audit Sheets were made available in RSMS.
13. Was the AQAR placed before the statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Nil	Nil
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2021--22.	10/05/2023
15. Multidisciplinary / interdisciplinary	

Multidisciplinary and interdisciplinary approaches involve collaboration across disciplines, interdisciplinary approaches place a stronger emphasis on integration and synthesis of knowledge.

A multidisciplinary approach involves individuals or teams from different disciplines working together on a common problem or project. Each participant contributes their expertise from their respective field, but the collaboration may not necessarily involve significant integration or synthesis of knowledge between disciplines. In this approach, each discipline operates independently, and their contributions are combined at the end, often without a deep interaction or blending of ideas.

Towards multidisciplinary activities, departments conduct courses as minor baskets for the students of other departments. Open electives are also conducted by different departments for students. Funded projects and consultancy activities across disciplines have been in practice regularly. Certificate programmes are conducted for students across the departments.

An interdisciplinary approach, on the other hand, goes beyond simple collaboration by actively integrating and synthesizing knowledge from different disciplines to address complex problems or questions. In this approach, researchers or experts from various fields come together to create a more comprehensive understanding of the issue at hand. The emphasis lies in finding connections, shared concepts, and common theories across disciplines to create a more unified and holistic perspective.

In summary, both multidisciplinary and interdisciplinary approaches involve collaboration across disciplines. However, interdisciplinary approaches place a stronger emphasis on integrating and synthesizing knowledge to create a more cohesive and comprehensive understanding of the subject matter. This deeper integration allows for a richer and more nuanced exploration of complex problems that cannot be adequately addressed within the boundaries of a single discipline.

Towards interdisciplinary activities, departments collaborate with faculty and students of other departments for student projects. Faculty development programmes (FDP) are also conducted befitting interdisciplinary and multidisciplinary departments.

16.Academic bank of credits (ABC):

The Academic Bank of Credits promotes the idea of lifelong learning and recognizes that learning can occur in various contexts beyond traditional classroom settings. It provides a mechanism for students to accumulate, store, and utilize their earned credits, facilitating their educational progression and reducing barriers to mobility between institutions or educational systems.

RSET's participation on NAD - ABC Initiative

National Academic Depository (NAD) is an initiative by MHRD to provide a 24X7 online depository to Academic institutions to store and publish academic awards. This digital depository not only ensures easy access to and retrieval of an academic award but also validates and guarantees its authenticity and safe storage.

Academic Bank of Credits(ABC) has been established on the lines of the National Academic Depository (NAD), which enables students to register or commence credit transfer. The final outcomes of credit redemption and issuance of certificates, as well as the compilation of award records, are administered by academic institutions via the NAD Platform. Students can access and transfer their awards easily. It also avoids the risk of forged certificates.

Hence being the owner of academic awards, Academic Institutions must mandatorily register themselves under ABC via NAD. RSET also participated in this initiative and deputed Dr. Sminu Izudheen as Nodal Officer who will be the Account Owner and point of contact for matters related to DigiLocker-NAD. The nodal officer created an Institution Account for RSET (NAD ID: NAD044473) using DigiLocker authentication service.

RSET team comprising of Dr. Sminu Izudheen (Nodal Officer), Ms. Liza Annie Joseph (IQAC Coordinator) and Dr. Ragin Ramdas (IQAC Joint Secretary) participated in an online interactive sessions where NAD-DigiLocker & ABC Team delivered a general awareness about the program and further procedures to be followed.

An official meeting was conducted at Principal's office to update the status. Principal Dr. P.S. Sreejith, Dr. Vinod Kumar P.B. (Controller of Examinations), Fr. Mejo Paul CMI (Deputy Controller of Examination), Dr. Sreekumar G. (Deputy Controller of Examination) , Mr. Jobin Jose, Mr. Krishna Das, Dr. Sminu Izudheen(Nodal Officer) and Ms. Liza Annie Joseph(IQAC

Coordinator) were the attendees. Dr. Sminu Izudheen and Ms. Liza Annie Joseph updated the status. Dr. Sminu Izudheen has given a general awareness about the process and presented different templates available in NAD portal for generating B.Tech. degree mark lists. Decision was taken on the mark list template RSET will be following for its B.Tech degree program.

17.Skill development:

Rajagiri school of Engineering and technology has a strong focus on skill development and conducts various programs to enhance the practical skills and employability of its students. These skill development programs are designed to complement the academic curriculum and provide students with additional industry-relevant skills.

The college offers a wide range of skill development programs in collaboration with industry partners, professional organizations, and training institutes. These programs cover various domains such as technical skills, soft skills, leadership development, entrepreneurship, and industry-specific training.

Technical skill development programs include workshops, seminars, and hands-on training sessions conducted by experts from industry and academia. Students have the opportunity to learn and practice skills in areas such as programming languages, software development, data analysis, robotics, and emerging technologies.

The college also emphasizes the development of soft skills such as communication, teamwork, problem-solving, and critical thinking. Through interactive sessions, group activities, and personality development programs, students gain proficiency in effective communication, interpersonal skills, and professional etiquette.

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

The Indian knowledge system is rich and diverse, encompassing ancient wisdom, traditional practices, and indigenous knowledge. To ensure the preservation and dissemination of this knowledge, it is crucial to integrate it appropriately into the education system. One way to achieve this is by promoting the teaching of Indian languages in schools and universities.

By offering courses and educational materials in Indian languages such as Hindi, Tamil, Bengali, or Telugu, students can connect

with their cultural roots and gain a deeper understanding of Indian knowledge systems. Language is a powerful tool for cultural expression, and it plays a vital role in transmitting knowledge across generations. Integrating Indian languages into the curriculum allows students to access traditional texts, philosophical ideas, and scientific concepts in their original linguistic context.

Moreover, integrating Indian culture into the education system fosters a sense of pride and identity among students. Cultural elements, including art, music, dance, and literature, can be incorporated into the teaching process, making it more engaging and meaningful. This approach helps students appreciate the diverse heritage of India and promotes cross-cultural understanding.

Additionally, the use of online courses and technology can be instrumental in disseminating Indian knowledge on a broader scale. Online platforms provide opportunities for individuals across the country, irrespective of their geographic location, to access educational content related to Indian knowledge systems. This digital medium allows for flexible learning schedules and enables students to learn at their own pace.

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

Outcome-Based Education (OBE) places emphasis on clearly defined learning outcomes and aligning teaching methods and assessments to achieve those outcomes. By shifting the focus from content coverage to measurable student achievements, OBE promotes a learner-centered approach that prepares students with the skills and knowledge necessary for practical application in the real world.

Clearly Defined Learning Outcomes: In an OBE framework, educators and curriculum developers identify the essential knowledge, skills, and attitudes that students should acquire. Syllabus revisions were encouraged to improve the learning outcomes.

Aligning Teaching Methods: Once the learning outcomes are established, instructors align their teaching methods, strategies, and activities to help students achieve those

outcomes. The focus is on selecting instructional approaches that are most likely to support students in mastering the identified competencies. This alignment ensures that teaching is purposeful and directed towards specific learning goals.

Assessment Alignment: OBE involves aligning assessments with the identified learning outcomes. Assessment methods and tools are designed to evaluate whether students have achieved the intended competencies.

Student-Centered Approach: Outcome-Based Education often takes a student-centered approach, tailoring the learning experience to individual learners' needs and allowing them to take an active role in their education. It emphasizes understanding students' strengths, weaknesses, and learning preferences to create a more effective and personalized learning environment.

Continuous Improvement: OBE promotes a continuous improvement cycle in education. Through ongoing assessment and analysis of student performance, educators can identify areas for improvement in both teaching methods and learning outcomes.

By placing emphasis on clearly defined learning outcomes and aligning teaching methods and assessments, Outcome-Based Education aims to make education more purposeful, transparent, and accountable. It helps ensure that students acquire the necessary knowledge and skills to meet the demands of their chosen fields and prepares them for real-world challenges.

20.Distance education/online education:

Distance education, also known as online education, is a mode of learning that enables students to pursue education remotely, often through virtual platforms and online resources. This flexible and accessible approach to education allows learners to study at their own pace and from any location with an internet connection. Through distance education, students can access a wide range of courses, degree programs, and educational resources, breaking down geographical barriers and providing opportunities for lifelong learning. The use of technology, multimedia tools, and interactive platforms facilitates engagement, collaboration, and personalized learning experiences. Moreover, distance education opens doors for individuals who may face constraints such as work, family responsibilities, or

physical limitations, allowing them to pursue education and acquire new skills to enhance their personal and professional development.

Extended Profile

1. Programme

1.1 14

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1 3354

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 760

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 3254

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3. Academic

3.1 625

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	196
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	196
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	447
4.2 Total number of Classrooms and Seminar halls	72
4.3 Total number of computers on campus for academic purposes	1224
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	2410.8526
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Design and Development	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
Rajagiri School of Engineering & Technology (RSET) - Autonomous, is a premier educational institution that offers quality education in engineering and research. RSET takes special care to empower	

students in their engineering domain to meet the local, national, regional and global needs. RSET adopts an Outcome based Education system by achieving Programme Educational Objectives (PEOs) and Programme Outcomes(POs) for the different domains of courses offered under its umbrella. Program Sepcific Outcomes (PSOs) helps to focus on employability, entrepreneurship, and skill development for the students in their choice of study.

The curriculum relevance to local and regional needs is highly reflected in the institution, due to its close proximity to the industrial belt of Kerala, the Infopark, and the proposed Smart City, the factors which help in providing the students with exposure to the practical aspects of their profession. The curriculum relevance to the global needs is reflected in fundamental as well as advanced level courses. The internships and application/research projects undertaken by the students connect to industry and their domain of learning on a global level.

RSET has been accorded Autonomous status from 2020 onwards.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

14

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

107

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

119

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

31

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The institution places significant importance on professional

ethics, gender equality, human values, and environmental sustainability, as they align with its core vision and mission. Both professional ethics and sustainability are integral components of the defined Programme Outcomes for all study programs. Consequently, these values are interconnected with the course outcomes across all subjects.

To reinforce ethical practices, students engage in mandatory project work, where they must uphold professional ethics during design, development, and report writing tasks. Moreover, the curriculum includes compulsory courses related to Sustainability Engineering, emphasizing the institution's commitment to sustainable practices.

In addition to academic pursuits, various clubs organize extension activities that promote social responsibility and instill human values in the students. Through these initiatives, the institution fosters a well-rounded education that empowers students to become responsible and ethical professionals, ready to address global challenges.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

11

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

211

File Description	Documents
List of students enrolled	View File
Any additional information	View File
1.3.4 - Number of students undertaking field work/projects/ internships / student projects	
1358	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File
1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/ADMINISTRATION/FEEDBACK%20SYSTEM/2021-2022/Curriculum%20%20Syllabus%20Feedback/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - The feedback system of the Institution comprises the following	B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.rajagiritech.ac.in/Home/flipbook/Index.asp?fn=3824112016487F4A0514274B00020F31021B110C0435061A4D04135A390B5D2B0A1D115D193433204A3427204011213F2A2B3927263D2F04192A1E4A3415203621112639433609362626285F6255405248424462575D524B445A407048522F0C0300520036453406001416130C0523700C3E45200320264D200114
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

970

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

284

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every year the Institute provides an opportunity for top students from each branch to visit international universities, with full financial assistance as a part of student exchange programme.

Rajagiri has MOU's with various industries and professional societies which offer job oriented courses. Bright students are encouraged to take MOOC courses. Add-on courses are provided at the beginning of semesters for bright students. Honours/ cash awards/ perfect attendance awards, awards for the best students in each department. To nurture entrepreneurs, we have an active IEDC club which conducts training sessions and various activities. Workshops and training programmes conducted by the department to bridge the gap between the syllabus and latest technologies. Rajagiri allows students to do internship in reputed companies. College has well-equipped library and digital library providing access to various journals. Well-equipped labs with modern equipment for research purpose which are in addition to that mentioned in the syllabus. Career Guidance classes, motivational talks, aptitude test training, quizzes, placement-oriented classes are organised. Project exhibition of the best student projects. Based on the results in first internal examination remedial classes are planned for weak students. One hour allotted per week is allotted for Mentoring.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2021	3354	196

File Description	Documents
Upload 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:

Based on the curriculum, tutorial classes are allotted for various subjects. Three faculty members, including the subject teacher will be handling the tutorial sessions. Students will be divided into groups and faculty members are assigned to each group. Based

on the performance in class tests individual attention is given to students. Problem solving, subject discussions, presentations, group study are conducted during this hour. Rajagiri encourages collaborative learning. One hour per week is allotted for remedial/mentoring classes. Students are divided into groups of 4 to 5 each. They are given the task of identifying the latest technologies and do presentations, question answering section, debate, group discussions based on that. Group wise combined study is also conducted during this hour for weak students. Industrial visits and internship facilities are provided for students to understand the cutting-edge technologies being used by the industry. Students are encouraged to take socially relevant and industry live projects as their final semester project work.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The College provides continuous and consistent ICT-based learning environment. All Classrooms are equipped with projector and Wi-Fi environment. RSET uses Google Classrooms as an online educational platform that provides custom learning environments for students. Course outlines/schedules are prepared in RSMS, the college management information system. DSpace, a digital repository, is used by teachers and students to share resources/question papers. All Computer labs, are well-equipped with ICT facilities. Teachers also use NPTEL platform for enhancing their knowledge. RSMS is used for attendance management and as examination/assignments marks interface. Language lab provides language tutorials for students who voluntarily opt for Remedial English classes. RSET has a software application for the administration, documentation, tracking, reporting and delivery of courses called GYAN. Students and faculty members can collaborate via computer, via mobile device or a virtual classroom to enjoy learning at home or wherever they are. RSET also have an Intranet Service; Rajagiri Information Centre, which is accessible only from campus intranet. It hosts Rajagiri Institutional Repository, Digital Library, Video Library, Online Journal Access links and Library OPAC. All the department prepared video lectures for most of the subjects and published online in RSET YouTube channel.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://gyan.rajagiritech.ac.in/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

148

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institution prepares the semester plan and academic calendar for every semester in advance. The coverage of academic plan covers the list of examination dates, vacation dates, festivals, etc. Semester plan provides the total effective working days available in each semester. Then the timetable committee prepare the time table by correlating the working days available and coverage of curriculum of the subjects. Thus, the academic calendar monitors the effective delivery of the program with academic and business inputs. The concerned faculty members prepare course plan for their respective subject. These hours are distributed among class room teaching, case studies, workshops, and lab session as per the subject requirements. These plans are made in advance and serves as guide for conducting sessions. HODs check the progress of each course and ensures timely and effective completion of course in the specified time frame with perfect blend of practical and theoretical inputs.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full-time teachers against sanctioned posts during the year	
196	
File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded
2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year	
54	
File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded
2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)	
1655	
File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded
2.5 - Evaluation Process and Reforms	
2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year	
03	

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

REXA is the software developed by Rajagiri School of Engineering & Technology for the purpose of handling examination related tasks. This software is exclusively developed and used for conducting the examinations from 2020 batch students onwards (Both B.Tech and M.Tech). The examination related tasks include question bank uploading, question paper generation, question paper scrutiny, final question paper generation, answer paper valuation, tabulation, result etc. The REXA software is linked with another software developed by inhouse called RSMS (Rajagiri Student Management System) for getting the students details for course registration, exam registration and internal mark entry. The software can be viewed by both faculty and students. The Controller of Examinations along with two Deputy Controllers are given the master permissions for the total access. The faculty members are given access to enter the questions to form the question bank, perform question paper scrutiny to check the correctness and quality and carry out online valuation. The students can register through the portal for the examinations after receiving the notification and can pay the fees also online. The results of end semester examinations to students are also displayed through the REXA portal.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	faculty.rajagiritech.ac.in/login

2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on Website, Course handouts, Class rooms, Laboratories, Library and communicated to teachers and students. While addressing the students, the HODs, faculty members, class teachers, mentors create awareness on POs, PSOs and COs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Programme outcome (PO) / Programme Specific Outcome (PSO) assessment is done by giving 80% weightage to direct assessment and 20% weightage to indirect assessment. Direct assessment is based on Course Outcome (CO) attainment. Indirect assessment is done through program exit survey. Direct Assessment Tools and Process: Direct assessment tools are used for the direct assessment of POs and PSOs. Initially, the attainment of each course outcome is determined using internal as well as external (university exam) assessment. The attainment of each PO to a particular course is determined from the attainment values obtained for each course outcome related to that PO and the CO-PO mapping values. Similarly values of PSO attainment are also determined.

Indirect Assessment Tools and Process: Indirect assessment is done through program exit survey. An exit survey is conducted for

students who have graduated out of the department for that year. The questionnaire consists of 15 questions which is relevant for assessing each PO and PSO. The first 12 questions correspond to the 12 POs and the remaining 3 questions are for PSOs. Each question is having 5 options, namely, strongly agree, agree, disagree, and strongly disagree which is given marks 5, 4, 3, 2 and 1.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

573

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
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

<https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/ADMINISTRATION/FEEDBACK%20SYSTEM/2021-2022/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

RSET has several initiatives being pursued on the research front.

Individual departments have Research Groups based on specific areas of study and the expertise of the faculty. Faculty members are encouraged to acquire state of art in their chosen area through need-based training programmes offered by competent institutions. This is passed on to the students through Projects currently relevant while fulfilling the curricular requirements. A Research Advisory Committee (RAC) is in place which offers timely guidance and support to faculty members in pursuance of their research as well as in formulating application-oriented research proposals for external funding. Broad policies to augment institutional research are drawn out by the RAC. The implementation part is looked after by the Research Promotion Committee (RPC) which provides first-hand support on a case by case basis. Young researchers have found the overall system encouraging and helpful in accomplishing their goals.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RESEARCH/RESEARCH%20PROMOTION%20SCHEMES/2021-22/RESEARCH%20PROMOTION%20POLICIES/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

11

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

78.12759

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

18

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RESEARCH/FUNDED%20PROJECTS/2021-22/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

24

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

6

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RESEARCH/FUNDED%20PROJECTS/2021-22/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has created an ecosystem for innovations and the creation and transfer of knowledge Rajagiri Research Centre. Rajagiri Research Centre was established in 2003 with the aim of

promoting research in the fields of Engineering and Science in the institution. Dr.K. Babu Joseph, (former Vice Chancellor of the Cochin University of Science and Technology and the first Principal of RSET), headed the Research Centre as Dean during the period 2003-2009 and a Research Committee with senior Professors as members was constituted. Research areas such as Topology, Fuzzy Mathematics, Image Compression, etc were identified and certain research activities were initiated on the basis of professional research interests and a few research papers were published. In the year 2007-08, a new research approach was adopted carefully integrating the undergraduate academic programs with the research interests of the faculty. Accordingly, a new entity, Rajagiri Research and Consultancy Center (RRCC) was founded. RRCC conceives RSET as a community of research groups, the entire faculty and students being part of them. Currently, there exist RRCC interdisciplinary and trans-disciplinary research groups engaged in research in diverse engineering areas. Major efforts are implemented by way of student projects and consultancy to the industry. Currently Dr. (Fr.) Varghese Panthalookaran is the coordinator of RRCC. Rajagiri has become an accepted Place of Research under APJ Abdul Kalam Technological University and Ph.D. programmes under KTU are being offered in Mathematics, Electronics & Communication Engineering, Computer Science, Mechanical Engineering, Information Technology, and Electrical Engineering.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RESEARCH/COMMITTEES%20TO%20PROMOTE%20RESEARCH/2021-22/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

2

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards	
3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above
File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File
3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year	
3.4.2.1 - Number of PhD students registered during the year	
46	
File Description	Documents
URL to the research page on HEI website	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/FACULTY/FACULTY%20WITH%20GUIDESHIP/2021-22/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded
3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year	
69	

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RESEARCH/PUBLICATIONS/2021-22/

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

742

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

230

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy	
3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)	
0.42900	
File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	No File Uploaded
3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year	
NIL	
File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded
3.6 - Extension Activities	
3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year	
<p>NSS has always stood up to its strong spirit of serving people keeping in mind the policy of "Not Me But You". The belief that we must live for others, is being realized through the selfless service of the NSS volunteers who get into timely action for the upliftment of the needy people. NSS units of the RSET have always</p>	

given the volunteers, a platform to serve society and bring happiness and smiles on many faces, which has sown the seeds of social commitment in many students who are otherwise kept aloof from the real challenges and torments faced by the masses in the society as a whole. NSS by its range of community service initiatives has triggered a change in the personality and attitude of the volunteers. So it is not simply an association; it's a platform to achieve the overall abilities of every individual enrolled in the scheme. The service rendered by NSS are varied in nature: Health, Education, Legal Aid, Community and Physical services. Regular Activities and Special Camping Programmes are the highlights of the NSS activities of the college. Mass programmes for Socio-Economic Surveys, Nature Study tours, General orientation and Organic farming are some activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/STUDENT/STUDENT%20ACTIVITIES/2021-2022/EXTRA%20CURRICULAR%20ACTIVITIES/National%20Service%20Scheme/

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

NIL

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

79

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

4999

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

25

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

17

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

RSET has a well maintained lush green and well-developed high-tech campus of 40 acres. It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives.: Teaching and Learning Resources include resources and infrastructure required for library, laboratories, computer labs, class rooms, events, meetings and conference Support facilities include hostels, non-resident student centers, canteens, auditorium, seminar halls, conference halls, Board room, committee rooms, agricultural farms, biodiversity park, Fitness centers, sports facilities (indoor & outdoor).

Utilities include Safe drinking water, Restrooms, Prayer rooms and power generators. Classes are scheduled for optimal utilization of the available physical infrastructure.

Adequate equipment's available in the laboratories is not redundantly duplicated and availability is ensured by judicious time-sharing. RSET continuously strives to create and enhance infrastructure both in terms of buildings and other facilities to provide a good teaching-learning environment.

STEAG CENTRE FOR SMART CITY TECHNOLOGIES (CSCT)

As part of Rajagiri School of Engineering and Technology's efforts to foster greater collaboration between Academia and Industry, the Steag Centre for Smart City Technologies has been set up within the campus.

DATA TO BE FILLED

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/INFRASTRUCTURE/PHYSICAL%20FACILITIES/TEACHING%20LEARNING%20ACTIVITIES/

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

Physical Education and Sports is an integral part of Rajagirian's total educational programme. The Physical Education faculty of RSET is committed to providing students with a worthwhile and enjoyable learning environment while providing the necessary knowledge and tools to adhere to a lifetime of activity and better health. RSET has been maintaining a high standard in almost all games. We offer systematic training and coaching for various games in the evening throughout the year. Leading institution teams are invited to RSET for playing practice matches. In order to give a competitive experience and exposure, RSET teams participate in all the APJAKTU inter-collegiate tournaments and inter-collegiate tournaments in the country.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/INFRASTRUCTURE/PHYSICAL%20FACILITIES/EXTRA%20AND%20CO-CURRICULAR%20ACTIVITIES/Playfields/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

72

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

272.49313

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Alethea, the library is a computerized information system, which has all facilities for information storage and retrieval. It follows the open access library system. It has a total area of 937sq.m. and a seating capacity of 201. The library functions from 8.00 a.m. to 8.30 p.m. on all days, except state public holidays other than Sundays. Apart from this central facility, each department has separate department libraries. Reprographic facility is available in the library premises. Digital Library Facilities E - Alethea: RSET Digital library includes 1. Links to various sites of academic interest, 2. Public domain materials like Conference Papers, Electronic Theses and dissertations, Technical Reports, FAQ's and electronic books. Institutional Repository: Includes 1. Faculty collections: papers/articles/invited lectures. 2. Previous University Question Papers 3. RSET Internal Examination Question Papers. 4. Proceedings of the conferences organized by RSET 5. Student project reports and seminar reports

Video Library: (Streaming video archive) Video lectures procured from NPTEL and C - DEEP IIT Bombay. E-Journal Packages: 1. Elsevier Science Direct

2. IET Digital Library

3. ASCE - Civil Engineering

4. ASME - Mechanical Engineering

5. Taylor & Francis The American Mathematical Monthly E-Book Package: Mc-Graw Hill Accessengineering Library Digital Database: DELNET

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above
File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File
4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)	
25.69607	
File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)	
4.2.4.1 - Number of teachers and students using the library per day during the year	
126	
File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The computing resources at Rajagiri School of Engineering & Technology (Autonomous) Kochi is intended to support the educational, instructional, research, and administrative activities of the college and the use of these resources is a privilege that is extended to members of the RSET community. The IT policy of the college is formulated to maintain, secure, and ensure legal and appropriate use of Information technology infrastructure established on the campus and provide guidelines on acceptable and unacceptable use of IT resources of the college. This policy establishes strategies and responsibilities for protecting the confidentiality, integrity, and availability of the information assets that are accessed, created, managed, and/or controlled by the College. Information assets addressed by the policy include data, information systems, computers, network devices, intellectual property, as well as documents and verbally communicated information. In addition, this policy supports effective organizational security and protects users and IT resources from, but not limited to cyber criminals, bullying, misuse of accounts and assets as well as the spread of malicious software.

DATA TO BE FILLED

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3354	1224

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in

A. ?50 Mbps

the Institution and the number of students on campus	
File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded
4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	C. Any two of the above
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
64.30187	
File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.	
The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities. Classroom management Classroom being the most primary and important work space. It is followed keeping in mind the modern teaching learning environment. The classrooms are well	

equipped with all modern technology like the smart boards, mike systems, and other technologies for better and effective teaching. CCTVs installed in each classroom to make sure of the safety and the security of all students, teachers and equipment. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis, Annual Maintenance Contract (AMC) of all the modern teaching technology, proper reporting system about repairs and replacements are the basic attributes of classroom management. This also includes the asset management that forms the core in the working of the college. Laboratory 1. Locations of laboratory safety showers, eyewash stations, and fire extinguishers help to assure protective measures to minimize the causalities. 2. General Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab. Library For overall smooth functioning of the library, it is divided into following five main sections and each section has its unique identity and with defined standard procedures the library works effectively and serves its patrons for information requirements.

1. Acquisition/ Processing Section

2. Circulation Section

3. Serial Section

4. Reference Section

5. ICT and Digital Section

DATA TO BE FILLED

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

322

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

112

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/STUDENT/STUDENT%20SUPPORT%20SYSTEM/2021-2022/CAPACITY%20ENHANCEMENT%20PROGRAMMES/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

403

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

403

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

54

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

10

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

51

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

STUDENT COUNCIL: 2021-22

The Student Council acts as an interface between the students and the management. It provides opportunities for the students to develop their social and cultural life, and focuses on the overall

development of the individual. The Student Council also undertakes the responsibility of bringing out the annual college magazine.

Student council election for the academic year 2021 was held on 24th November 2021. Mr. Ajay Antony of S7 Mechanical engineering and Ms. Aleesha Eleen Sajan of S7 Electronics and communication engineering was elected as Chairman and Vice Chairperson respectively. The Swearing In Ceremony and Inauguration of the College Student Council 2021-22 was held on 29th November 2021 in RSET Gallery hall.

Student council meetings had been convened regularly to discuss the student's grievances and suggestions and had taken necessary actions. Student Council Organized Christmas celebration on 23rd December 2021. Various group events like Carol singing Competition, Deco Competition, etc. were organized as a part of it. Program called "Open Mic "performance had been conducted by various artists of the college including dance and music performance during Friday Noon interval time. Student council in association with Arts Club organized annual arts festival "Bharatham 2022" on 26th, 27th and 28th May 2022. 28 performing arts competitions and 15 literary events were organized as a part of it. Student Council in association with sports club organized sports and games "Ranabhoomi" in the month of April, 2022. Farewell Day "YAADEIN" was organized for 2022 final year students.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

27

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Each department has an alumni representative and co-ordinator. They are contributing significantly to the development of the institution through a handful of activities and other support services.

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

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

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 an effective leadership in tune with the vision and mission of the Institution

The Vision and Mission of our institution is stated as follows:

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.

RSET(Autonomous)has a broad objective of being an active agent of change by responding to the needs and challenges of the times. This is achieved basically through the process of education, training and research. RSET materializes it's vision by effectively carrying out the mission by constituting various academic as well as administrative bodies. These bodies are formedby ensuring participation from various stake holders including academicians, industry experts, researchers, parents, alumni, faculty and students. A few committees constituted for streamlining the activities of RSET are : Governing body, Academic Council, IQAC, Ethics committee, Finance committee, Exam Cell and Student council.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.rajagiritech.ac.in/Home/aboutus/GB.asp

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Rajagiri School of Engineering & Technology (RSET) - Autonomous, Kakkanad, Kochi, is a premier educational institution offering excellence in engineering education and research. RSET (Autonomous) is an endeavour of the Sacred Heart Province of the Carmelites of Mary Immaculate (CMI) - the first-ever indigenous religious congregation for men in the Syrian Catholic tradition of Christianity in India. Heirs to the profound vision of St. Kuriakose Elias Chavara, one of the founding fathers of the congregation, the CMIs' have zealously worked towards providing value-based quality education to society at large, irrespective of religious differences, down the centuries. Heads of Departments conduct regular department meetings during which the requirements of the Departments such as Equipment, Laboratory materials, Books, Journals and others are discussed and brought out as requests with appropriate budget estimate. This is presented to the the Head of the Institution who in turn takes it to the Management for further action. A meeting of the Heads of Departments is convened by the

management, to ascertain the Annual Operation Plan (AOP), either in the beginning or at the end of the academic year meet for allotting budgetary provisions as per the requisitions from the departments. Thus, the college decentralizes the authority and provides operational autonomy to the committees. The HODs have been delegated the financial power to the tune of Rs. 25000/- for taking care of emergency situations and for consumables.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.rajagiritech.ac.in/Home/aboutus/Organogram.asp

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Academic retreats are organised every year to articulate the strategic plan. A detailed evaluation of the previous year activities are conducted and short term and long term goals are formulated for the progress of the institution. The implementation of the strategic plan is monitored by the Principal and the autonomous bodies. A sample case study which is implemented successfully is detailed below.

Case Study: Initiating new programmes and courses

A new B. Tech Program " Computer Science and Business Systems" has been introduced in the year 2021 in the department of Information Technology. This interdisciplinary program aims to equip students with a diverse skill set to meet the dynamic demands of the modern tech-driven business world. By merging the principles of computer science with business management, RSET provides students with a comprehensive education to thrive in the digital era. RSET also offered a diverse range of 14 add-on/ certificate/diploma courses. These supplementary programs are designed to empower students with specialized skills and knowledge in specific areas, complementing their primary education. With these additional offerings, RSET aims to create well-rounded professionals capable of thriving in various industries and adapting to the ever-changing demands of

the job market.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rajagiritech.ac.in/Home/IT/csbs.asp
Upload any additional information	View File

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

Rajagiri School of Engineering & Technology (Autonomous) is an institution supported by the Sacred Heart Province of CMI, a religious congregation in India. The functioning of RSET is characterized by its well-established institutional bodies and efficient practices. The governing body, comprising 20 members including the Manager, Director, Principal, management representatives, senior faculty, industrialists, educationists, and university and government nominees, plays a crucial role in overseeing operations. The College Council, chaired by the Director and consisting of the Principal and five senior faculty members, supports the institution's overall functioning. The Finance Committee, provides advisory support for budgeting and auditing. The Principal is aided by the Academic Council, Vice-Principal, Deans, Heads of Departments (HoDs), Controller of Examinations, and Internal Quality Assurance Cell (IQAC). The Academic Council, with 22 members including the Principal, senior faculty, HoDs, university nominees, and experts, ensures the maintenance of instruction, education, training, research, and examinations. The UG, PG, and Research Deans, oversee academic and research activities. The institution's nine departments are led by eminent academicians, supported by dedicated faculty and technical staff. The Controller of Examinations along with his team prepares the examination calendar and manages the examination process. The IQAC operates in various segments. RSET exemplifies effective governance and efficient functioning through its well-structured institutional bodies, ensuring the institution's smooth operation and development.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.rajagiritech.ac.in/Home/aboutus/Organogram.asp
Upload any additional information	View File
Paste link for additional Information	officials page (principal profile): https://www.rajagiritech.ac.in/Home/aboutus/Principal.asp

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 interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

RSET has effective welfare measures for both teaching and non teaching staff. RSET implemented a Staff welfare fund to assist staff members in their financial crisis. The financial aid will be made available in the form of welfare fund loan, with a nominal rate of interest. Induction programmes are regularly conducted by RSET in view of orienting the newly joining faculty members. Programmes are organised in the institutional level as well as in department level for improving the quality of faculty intake. Immense opportunities are given to faculty members along with financial aid for participating in various career advancement programmes in various other reputed organisations. Self-appraisal system existing in RSET monitors and assess the academic performance of faculty members and awards stage promotions and increments based on their competence. RSET provides a research

friendly environment for all the budding researchers by setting up research promotion schemes and policies which help them to carry out their research work along with their teaching career. RSET also encourages faculty members to acquire Ph.D degree by granting sufficient study leaves and supporting the faculty members for availing lightly loaded options as mentioned in the staff policy.

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

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

16

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

67

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

126

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution follows a systematic procedure by following a two tier audit. • Internal Audit • Statutory audit (External Audit) Internal audit is conducted twice a year. They give early warning so that corrective measures are taken on time. External audits are conducted in accordance with the auditing standards generally accepted in India. These standards require that we plan and perform audit to obtain reasonable assurance about whether the financial statements are free from material misstatements. The audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.

The external auditor conducts the audit after the closure of the financial year. The auditor examines the books and records to form his opinion whether the Institute keeps proper books of account, he examines the Balance sheets. Separate external auditors are appointed for internal and statutory audits. An audit undertaken by the province is a management tool conducted by the in-house representatives. Major areas covered by the audit are : 1) Income: 2) Payments: 3) Verification of assets and liabilities, and 4) Statutory payments are made on time and required returns are filed on time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rajagiritech.ac.in/Home/audit.asp

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution maintains a favourable back up financial support for all the statutory and required activities to be conducted in the institution in an academic year. The budget requirements are handled by the Finance Committee comprising of the Principal, a Senior teacher and a nominee from Governing body and University. This committee is the advisory body to the Director, to sanction the budget estimates. The major income for the institution is derived from student fees.

The institution also receives income from various research funding organisations to carry out innovative research.

Resource mobilization procedures in the institute :

- Head of the departments have been allotted regularly replenished amount which can be utilized for emergency requirements for the department.
- For all the chartered programmes organised under department/ institution is approved by the Principal/Director as and when it is required.
- Before the beginning of a financial year every department proposes an annual budget for the expected expenses in the areas of lab/ course activities, research, infrastructure, library, training and travel, software licences, maintenance etc. which will be sanctioned following approval.
- Various technical activities are conducted through sponsorship from industry/ financial organisations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.rajagiritech.ac.in/Home/audited.asp

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

1. Preparation of Standardized templates and and guidelines

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in driving quality improvement initiatives across various areas. IQAC has worked on the development of guidelines that serve as essential frameworks for various academic processes. These guidelines ensure consistency, fairness, and effectiveness in areas such as workload distribution, faculty feedback system, retest procedures, assignment execution, class and course committee conduct, comprehensive course work assessment, and the execution of the final-year B.Tech. main project. By providing clear instructions and standardizing procedures, these guidelines enhance the overall quality of academic operations at RSET.

2. Creation and updating of various feedback surveys and automation of multiple tasks.

Moreover, the IQAC has been actively involved in the preparation and revision of various feedback questionnaires. These questionnaires play a crucial role in gathering valuable insights and perspectives from stakeholders such as students, faculty, and staff. By continuously improving and updating the questionnaires, the IQAC ensures the collection of meaningful feedback that can be utilized for faculty development, curriculum enhancement, and overall institutional improvement.

The efforts put forward by IQAC for the addition and updation of various features in our inhouse software have brought about ease, efficiency, and convenience to various activities within the institution.

Through its proactive involvement in these areas, the IQAC of RSET demonstrates its commitment to driving quality improvement, fostering a culture of transparency, accountability, and continuous enhancement within the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/igac.asp

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

1. Faculty Orientation Program and Academic Retreat -RIDHI 2021

Faculty orientation programme conducted on 21st July 2022 on the theme "How can you be an infectious Inspiring Teacher" aims to familiarize newly appointed faculty members with the institution's values, policies, resources, and academic culture, setting the stage for a successful and engaging academic journey.

The Academic Retreat - RIDHI 2021 was conducted from 29th -30th July 2021. The first session highlights the paramount importance of Research, accentuating its role in personal growth, innovation, and problem-solving. The subsequent session encourages participants to Be Unique, embracing originality in their academic pursuits, and sharing inspiring success stories. The Department level discussion and presentation centers on Vision 2027, where each department unveils its strategic goals for the future, fostering collaboration and synergy among diverse disciplines.

2. Academic Audits

To ensure the adherence to quality standards and continuous improvement in academic practices, IQAC conducts regular academic audits twice within each semester. These audits cover various aspects, including course files, class teacher files, and Head of Department (HoD) files. The course files are examined to assess the alignment of syllabi, course plans, and assessments with the desired learning outcomes. Class teacher files are reviewed to evaluate the effectiveness of teaching methodologies, lesson

plans, and student engagement strategies. The HoD files are audited to ensure proper monitoring of faculty, student feedback analysis, and implementation of corrective measures. These audits play a crucial role in maintaining the quality and effectiveness of academic processes at RSET.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajagiritech.ac.in/Home/igac/newsletter.asp

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.rajagiritech.ac.in/Home/Magazine/Magazine.asp
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

5 of the 9 Heads of the Departments of the 9 B.Tech programmes offered by the institution are women. While electing the members of the student council it is made sure that two seats are exclusively

reserved for female student representatives. In all the programs offered in RSET, 50% or more of the students are female. In all the clubs, it is ensured that there is equal representation of female faculty coordinators. ICC was formed to prevent sexual harassment of women in RSET. RSET also has a gender equity cell which promotes gender amity amongst all. There are exclusive women's teams for basketball, badminton, chess, table tennis, tennis, handball, volleyball, kabaddi, netball and athletics which have won many accolades for the institution. All the corridors, classrooms and labs are under CCTV surveillance. There are security personnel deployed at all entrances and visitors' registers are maintained to track the entry and exit of visitors from outside the campus. There is a students' welfare office functioning in RSET which ensures the psychological well being of the students as well as the students' grievances. A separate restroom is provided for women in the medical centre facility on campus. Every floor of every building has separate washrooms for women. RSET has a full time female physical education instructor. There is a separate fitness centre for ladies. Separate common rooms facility are also provided for girls on campus. There are two common rooms exclusively for girls in the KE block of RSET.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RSET%20HIGHLIGHTS/RSET%20%20VALUE%20ENRICHMENT%20ACTIVITIES/2021-22/GENDER%20EQUITY%20CELL/

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

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste Management:RSET has a waste segregation unit in the campus where the solid waste including plastic, paper and glass are collected and segregated. The collected paper and plastic are then pressed into cubes using a hydraulic press and are then disposed of. The glass is powdered using a glass crushing machine and then powdered glass is then reused in concrete and plastering. There is also a leaf crusher machine on the campus. All the dried leaves from the trees are collected and then powdered using this machine. This powdered leaf waste is then reused as organic fertiliser for the various plants and trees on campus. There is also a composting unit on campus, where the dried leaves collected from around the campus is mixed with cow dung, and the compost obtained is then used as organic fertiliser.

Liquid Waste Management: There are two Sewage Treatment Plants (STPs) functioning on campus. There is a 240kl unit available on the college campus and a 80kl unit in Sanjoe hostel. The sewage from campus and hostel are treated in these STPs and the treated water which is expelled from these STPs are then used for gardening.

E-waste management:E-waste from the campus including computers, printers, air conditioning units and other electrical and electronic equipment is recycled through a government recognized e-waste recyclers.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	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
Geotagged 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

B. Any 3 of the above

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	View File

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

RSET is an endeavour of Carmelites of Mary Immaculate (CMI). Our education policy states that we aspire towards creating a just and humane society where the dignity of the human person is respected, where unjust social structures are challenged, where our cultural heritage of ahimsa, religious harmony and national unity are upheld, and where the poor and the marginalized are specially

taken care of.

RSET has always been open to diversity and working towards inclusiveness. This is reflected in the vast variety of students from various countries, religions, regions, and castes that are studying in the institution and is celebrated in the form of various festivals and days of national/international importance. Various activities which encourage the students to cultivate open-mindedness and mindfulness are incorporated into the curriculum as well as carried out in the form of co- and extra-curricular activities.

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

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

The B.Tech. curriculum is incorporated with mandatory non-credit courses such as Constitution of India, Professional Ethics and Life Skills which equip the students with the knowledge of constitution of India, the fundamental rights and duties of its citizens, develop life skills required in personal and professional life, develop an inclusive mindset and develop an understanding of professional ethics and human values. The institution has an Ethics Committee consisting of the Principal, senior faculty members and representatives from local administration. The institution celebrates days of national importance as well as regional festivals like Onam. Annual festival like Christmas is celebrated by all students across all religions in the institution. Institution conducts a Student Induction Programme (SIP) annually for the newly joined students of the institution. Universal Human Values (UHV) is a major part of the SIP and various themes like justice, liberty, equality, fraternity, human dignity and the unity are chosen for discussion. The institution also has an NSS cell which carries out various social and community activities. To inculcate the value of honesty in students, institution has an "honesty shop" which is an 'unmanned' stationery shop selling all necessary stationery items which the students and staff may purchase by depositing the listed price in a box kept on the counter.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

C. Any 2 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 programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

RSET believes in organising and celebrating various commemerative days of national ans international ommemerative days and festivals. The following days have been celebrated by the various clubs/assoications/bodies/cells in RSET:

- 1. World Environment Day 2021**
- 2. International Yoga Day 2021**
- 3. Onam (harvest festival of Kerala)**

4. Ekam World Peace Festival 2021
5. Engineer's Day 2021
6. IEEE Day 2021
7. Human Rights and World Philosophy Day
8. International Anti-corruption Day
9. International Anti-corruption Day
10. Christmas Day
11. National Youth Day
12. National Youth Day & Birth Anniversary of Swami Vivekananda
13. 73rd Republic Day
14. International Day of Women and girls in science
15. International Women's Day
16. English Language Day
17. Mathematics Day
18. International Yoga Day 2022
19. World Nature Conservation Day
20. World Entrepreneurs' Day
21. World Teacher's Day 2021
22. World AIDS Day 2021
23. Constitution Day 2021
24. Army Day 2022
25. National Girl Child Day 2022
26. National Voters Day 2022

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice #1

Title of the Practice: Rajagiri Student Management System (RSMS)

Best Practice #2

Title of the Practice : Rajagiri Examination Automation System (REXA)

File Description	Documents
Best practices in the Institutional website	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RSET%20HIGHLIGHTS/RSET%20BEST%20PRACTICES/2021-22/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

RSET has long been committed to providing an enriching and holistic educational experience to its students. Recognizing the evolving demands of the modern job market and the need to foster well-rounded individuals, RSET has embraced the practice of offering add-on courses. These supplementary educational programs aim to complement the core academic curriculum, empowering students to explore diverse areas of interest and develop additional skills that go beyond their discipline. The practice of

offering add-on courses reflects our dedication to nurturing not just competent engineers but also versatile professionals with a broader perspective on learning and life. These courses are designed to bridge the gap between theory and practice, equipping students with relevant industry skills and enhancing their employability. In this endeavour, RSET remains committed to maintaining the highest standards of academic excellence. As we continue to offer a diverse array of add-on courses, we encourage our students to seize these opportunities and embark on a path of continuous learning that transcends the boundaries of their chosen disciplines. Together, we aspire to shape future leaders who possess not only technical acumen but also a well-rounded set of skills, values, and experiences that empower them to make a positive impact on society.

File Description	Documents
Appropriate link in the institutional website	https://www.rajagiritech.ac.in/Home/igac/index.asp?strPathOnly=DSR/RSET%20HIGHLIGHTS/RSET%20DISTINCTIVENESS/2021-22/
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Framing of B.Tech Curriculum 2023

RSET has decided to introduce a new curriculum for B.Tech in the year 2023 with the following goals: a) Interdisciplinary Approach b) Industry Alignment c) Hands-on Learning d) Ethics and Social Responsibility e) Global Perspectives f) Entrepreneurship and Innovation g) Life-long Learning

The process of curriculum development will involve the following:

- Forming a curriculum committee with experts from all departments
- Workshops on various aspects of curriculum development: Workshops will be planned and conducted where experts from various renowned institutions nationwide will be invited.
- Department-wise deliberations on the curriculum based on the inputs received from the workshops
- Feedback from industry experts and alumni regarding the curriculum

2. Strategic efforts to increase consultancy engagements and

collaborations to drive innovation and real-world impact

3. Focused initiatives to expand research activities and secure funded projects for advancing knowledge and addressing pressing societal challenges.

4. Proactive endeavors are planned to strengthen industry collaborations, fostering mutually beneficial partnerships that bridge the gap between academia and real-world applications.

5. Focused efforts on strengthening the MoU based activities to foster strategic partnerships, knowledge exchange, and collaborative initiatives with external organizations.

6. Introduce finishing school activities to bridge the gap between formal education and employment, preparing students to enter the workforce with essential skills and professionalism.