



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>S A Engineering College</b>
• Name of the Head of the institution	<b>Dr.S.Ramachandran</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone No. of the Principal	<b>04426801999</b>
• Alternate phone No.	<b>04426801499</b>
• Mobile No. (Principal)	<b>9444001904</b>
• Registered e-mail ID (Principal)	<b>principal@saec.ac.in</b>
• Address	<b>Poonamalle Avadi Road, Thiruverkadu post, Chennai</b>
• City/Town	<b>Chennai</b>
• State/UT	<b>Tamil Nadu</b>
• Pin Code	<b>600077</b>
<b>2.Institutional status</b>	
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>17/10/2019</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>

• Financial Status	<b>Self-financing</b>				
• Name of the IQAC Co-ordinator/Director	<b>Dr.N.Anusha</b>				
• Phone No.	<b>04426801999</b>				
• Mobile No:	<b>9941165566</b>				
• IQAC e-mail ID	<b>iqac@saec.ac.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://saec.ac.in/wp-content/uploads/2021/12/2019-20aqar_report.pdf">https://saec.ac.in/wp-content/uploads/2021/12/2019-20aqar_report.pdf</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://saec.ac.in/wp-content/uploads/2020/11/ACADEMIC-CALENDER-20-21.pdf">https://saec.ac.in/wp-content/uploads/2020/11/ACADEMIC-CALENDER-20-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.11</b>	<b>2015</b>	<b>03/03/2015</b>	<b>02/03/2021</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.11</b>	<b>2018</b>	<b>04/12/2018</b>	<b>31/12/2024</b>
<b>6.Date of Establishment of IQAC</b>			<b>02/07/2014</b>		
<b>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.)?</b>					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the composition of the IQAC by the HEI			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>•Department of Mechanical Engineering was accredited by NBA till 30-6-2022 based on the compliance report submitted to NBA, New Delhi</p> <p>• All procedures related to implementation of Autonomy such as all statutory and Non statutory committees were formed as per UGC and meetings were planned and conducted</p> <p>• Due to pandemic during 2020-21 Odd semester academic activities were conducted in online using Microsoft Teams as planned by the Academic Excellence Committee with the approval of Head of the Institution</p> <p>•As per the suggestions of the Academic Council , Governing council and as well by the State Government orders ,End Semester Exams were conducted in online mode</p> <p>• ISO documents were reframed for the implementation of autonomy and the same was executed</p> <p>• All ISO documents were also maintained as soft copy in one drive for ease of virtual audit ,document completion and verification</p>		
<b>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:</b>		

Plan of Action	Achievements/Outcomes				
Implementation of Autonomy	All procedures related to implementation of Autonomy such as all statutory and Non statutory committees were formed as per UGC and meetings were planned and conducted				
Implementation of Virtual class rooms and exams owing to pandemic	Due to pandemic during 2020-21 Odd semester academic activities were conducted in online using Microsoft Teams as planned by the Academic Excellence Committee with the approval of Head of the Institution • As per the suggestions of the Academic Council , Governing council and as well by the State Government orders ,End Semester Exams were conducted in online mode				
NBA accreditation for Department of Mechanical Engineering	NBA has granted accreditation up to 30.6.2022 based on the compliance report submitted				
ISO implementation based on Autonomy	ISO documents were reframed for the implementation of autonomy and the same was executed • All ISO documents were also maintained as soft copy in one drive for ease of virtual audit ,document completion and verification				
13.Was the AQAR placed before the statutory body?	Yes				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <tr> <td>Name of the statutory body</td><td>Date of meeting(s)</td></tr> <tr> <td>Academic Council Meeting</td><td>18/11/2021</td></tr> </table>		Name of the statutory body	Date of meeting(s)	Academic Council Meeting	18/11/2021
Name of the statutory body	Date of meeting(s)				
Academic Council Meeting	18/11/2021				
14.Was the institutional data submitted to AISHE ?	Yes				

<ul style="list-style-type: none"> <li>Year</li> </ul>	
Year	Date of Submission
17/02/2020	17/02/2020
<b>15.Multidisciplinary / interdisciplinary</b>	
<b>16.Academic bank of credits (ABC):</b>	
<b>17.Skill development:</b>	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>20.Distance education/online education:</b>	

## Extended Profile

### 1.Programme

1.1 12

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 2213

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2

892

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3

2213

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1

414

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2

197

Number of full-time teachers during the year:

## Extended Profile

### 1.Programme

1.1 12

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 2213

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 892

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 2213

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1 414

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	197
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	194
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	519
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	75
Total number of Classrooms and Seminar halls	
4.3	1082
Total number of computers on campus for academic purposes	
4.4	327.327
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## 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.

The courses in all the programmes of S.A.Engineering College, Chennai are developed and implemented to fulfill the local, national and global developmental needs. The programmes offered by the departments have Board of studies which comprises the University Nominee, faculty members, the subject experts and the alumni and industry expert. Programme outcomes, programme specific outcomes and course outcomes are presented along with the syllabus



in the Board of studies meeting. The Board of Studies of each department oversees the relevancy and requirements of the course in the programme that the department offers. As Board of Studies Meeting is conducted every year, it revises the courses as per needs. Though minor revision is a common practice, major revision is also done wherever is required. S.A.Engineering College adopts Choice Based Credit System from 2017 onwards for all its programmes. Students' and teachers' feedbacks are also used for the up gradation of the curriculum

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://www.saec.ac.in/departments/">https://www.saec.ac.in/departments/</a>

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

12

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
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

85

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
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

72

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

12

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 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

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, the college has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social & ethical values, human values, environment sensitivity etc., thereby leading to the holistic development of students.

The list of courses are:

- Environmental Science and Engineering
- Renewable Energy Systems laboratory
- Waste water engineering
- Participatory and Water Resource Management
- Integrated Water Resource Management

- Herbal Technology
  - Irrigation and environmental engineering drawing
  - Waste Water Management
  - Water and waste water analysis
  - Renewable sources of energy
  - Disaster Management
  - Human Rights
  - Environment and Agriculture
  - Green Building Design
  - Air Pollution and Control Engineering
  - Climate Change and its Impact
  - Hospital Management
  - Hospital Waste Management
  - Telehealth Technology
  - Introduction to Bioenergy and Biofuels
  - Industrial Safety Engineering
  - Clinical Trials
  - Energy Technology
  - Principles of Food Preservation
  - Environmental and Social Impact Assessment
  - Indian Ethos & Business Ethics
  - Total Quality Mangament
  - Municipal Solid Waste Management
  - Water Resources Systems Engineering
  - Energy Conservation and Management
  - Professional ethics in engineering
1. As per Anna University norms Students have a compulsory course on Environmental Science and engineering course of 2 and 3 credits is included of all UG programmes. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits and field excursions are organized for students of all programmes. Various programmes on various aspects of environment sustainability are organized periodically
  2. Special lectures by renowned people are arranged to instil subject knowledge, moral and ethical values among students.
  3. Equal opportunities are given to both the genders in terms of admissions, employment, training programmes, sports activities etc., and so gender issues do not arise.
  4. Girls and boys participate in various co-curricular activities such as paper presentations, project presentations, seminars, workshops, value added courses, internships and technical quiz programmes.
  5. Women protection cell is established in the college to look

into the problems of girl students as well as lady staff members. Awareness programmes were also conducted on health & hygiene, women harassments for both students and staff.

6. International women's Day is celebrated; girls are encouraged to participate. Faculty and students have delivered talks on Role of a citizen for women empowerment.

Awareness programs are also initiated by NSS Unit, which extensively carry out activities like planting saplings for environmental protection and ecological reservation, health and fitness. It also includes blood donation camps, medical check-ups such as eye check -up, sugar test, whole body check- up for both students and staff. Various awareness programmes on Anti-ragging and Anti- Drugs were also organized by the college to instigate moral, ethical and social values

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

6

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

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

951

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects**

170

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

**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**

B. Any 3 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

**1.4.2 - The feedback system of the Institution comprises the following**

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf</a>
Any additional information	No File Uploaded

**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****494**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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)****194**

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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.

The college follows various strategies to enhance the students learning skills. During the induction day the parents and students are enlightened about the course, the various rules and regulations of the college. Bridge course is conducted where the newly admitted students get an insight of the basic ideas of the course, so there will be a smooth transition from school life to college academics.

Students counseling plays a very important role to assess the learning levels of the students. Periodic counseling is given by the respective faculty advisors and the slow learners are identified, they are motivated and guided to improve in academics. Periodically class committee meetings are held and difficulties if any are discussed and analyzed. To improve the performance of students, question bank with answers are provided. The performance of the students after every test is sent to the parent, The faculty advisors discuss the performance of the test with their parents to lend their support from their part.

Remedial classes are conducted for the slow learners where individual care is given, special revision is given before the

university exams also. In addition motivation is also given by eminent people through motivational programmes.

To cater to the advanced learners guest lecturers are conducted regularly where students interact with eminent personalities. Students are motivated and guided by the staff members to participate in workshops, conferences, symposium and other competitions.

Students are members of various professional bodies, they are guided to organize symposiums and to take up competitive exams.

Students are motivated to enroll in online learning like NPTEL and to take up internships.

- Bridge Course
- Student counseling
- Remedial classes for slow learners
- Periodic Guest lectures
- Motivation by eminent personalities
- Interaction with parents
- Revision classes
- Participation in workshops, conferences, symposium
- Online learning like NPTEL
- Internships

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/teaching-learning-2/">https://www.saec.ac.in/others/teaching-learning-2/</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2020	2213	197

File Description	Documents
Upload any additional information	No File Uploaded

## 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:

### Class Room Lecture and Interactive learning:

Ø The faculty use chalk and board and audio visual aids in teaching. Students are also encouraged to actually interact during the lecture hour by getting the doubts clarified on the spot. In addition to class room learning our students are encouraged to for experiential learning, participative learning and problem solving.

### Experiential Learning:

- Industrial visits are arranged for our students once in a semester.
- Internship: Students are encouraged to attend internship programme in industries.
- Field trip is arranged usually for IV year students for getting knowledge from industries.
- Projects: During the period of study in the 6th to 8th semester, many real time projects are given to the students and they are guided by both faculty and Research personnel. Many of the final year UG and PG projects are Industry based real time projects.
- Value added Course:
- Students are taught advanced versions in Software like Oracle, MATLAB,

PLC/SCADA, E TAP etc in every semester

### Participative Learning:

### Student Seminars and Guest Lectures:

- Student Seminars and workshops are conducted to improve their learning skills and
- BEC Training classes are conducted to improve their communication skills.
- Guest Lectures are conducted by inviting eminent persons from Industry and Academics.
- Alumni students are invited for technical talk and interact



with the students.

- Students are formed into group and assigned some Power point presentation, seminars and poster presentation on a specified topic
- Placement training periods are allotted for higher semester students and they are trained by professional trainers to ensure them to be placed in good companies.
- Extensive awareness is created among the students about the openings in different public

sector undertakings and the national Level examinations for Government services.

**Problem solving:**

Students will do 2 to 3 laboratory courses per semester from 1st to 7th semesters for applying a theoretical knowledge thought in a class room for problem solving in laboratories such as Programming laboratories, electrical and mechanical engineering laboratories.

- More than the required number of experiments, beyond the minimum specified by the university is performed.
- All the laboratories have excellent facilities, both hardware and software based. For the experiments detailed instruction manuals are provided.
- Tutorial hours are allotted in time table for solving problems in problem oriented courses in Engineering Programme.
- Mini Projects
- Hackathon participation
- Organizing Hackathon Events

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://www.saec.ac.in/others/teaching-learning-2/">https://www.saec.ac.in/others/teaching-learning-2/</a>

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

The academic year 2020-2021 was completely affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practice the ICT

enabled tools. The use of laptops and internet became a common practice not only for the teachers but also for the students. The IQAC of the University conducted Faculty Training Programme for the development of e-content and the use of e-resources during the year. The teachers are effectively using ICT enabled tools like laptops, headphones, writing pads, internet, video-lectures, audio-lectures, PPT presentations, virtual labs, YouTube links, e-contents etc.

#### ICT:

Today's society shows the ever-growing computer-centric lifestyle, which includes the rapid influx of computers in the modern classroom. Information and Communication Technology can contribute to universal access to education, equity in education, the delivery of quality learning and teaching, teachers' professional development and more efficient education management.

#### Instructional Methods:

Apart from Chalk and Black Board teaching method, some of the following methods are also used by the Faculty members to make the students for learning the subjects.

- SMART Class rooms and Exclusive seminar halls are available to have interactive sessions for all subjects.
- NPTEL video Lectures are available in the Department and the Main Library where the

students can access learning materials at any time.

- Web based learning with access to online Journals and E books.
- The learning materials for every Course are available in the content server of the College

which can be accessed by the students through the Internet facilities using Wi-Fi available during the College hours.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://www.saec.ac.in/others/teaching-learning-2/">https://www.saec.ac.in/others/teaching-learning-2/</a>
Upload any additional information	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

197

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	No File Uploaded

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

#### Preparation and adherence to Academic Calendar and Teaching Plans by the institution:

Describe the preparation of and adherence to the Academic Calendar and Teaching Plans by the institution.

Present a write-up within a maximum of 200 words.

The institute being affiliated to Anna university, Chennai, the university releases the calendar of events for the affiliated colleges at the beginning of every semester, which includes start and end semester dates of the semester and schedule of examination. In accordance to university calendar the Institute Academic excellence committee prepares the detailed calendar of events at the institute level.

The academic calendar is prepared by the AEC coordinator which is further approved by the principal and provided to all the teachers and students at the beginning of the semester.

It includes the end dates of the semester and re-opening dates of the subsequent semester, value added course, commencement of internal tests, important functions of the college, and Government and institutional holidays.

The college announces academic calendar twice in in an academic year which highlights the teaching days, evens planned for the semester.

The action plan for academic oriented activities like seminars, workshops, conferences to be organized, subject experts to be invited for guest lectures, cultural programs for various activities are presented in AEC meeting and submitted to the principal before the commencement of the academic year

The unit tests and Internal assessment tests are strictly conducted as per the guidelines of Anna University and as per academic calendar. Three internal assessment tests are conducted as per university norms and two unit tests are conducted as per college norms. After conducting each internal examinations valuation should be completed with two days. The marks and evaluated booklets are verified by the students. In a week of internal examinations faculty advisors update the proctor cards which are discussed in parent teachers meeting and lack of attendance report is also sent to the parents through postal mail.

Based on the internal exam marks, weak students are identified and special coaching is given to them. In the special coaching is given to them. In the special coaching , the teachers explain the tough topics and make the students to write tests, in which university questions are given them to prepare

Students are evaluated continuously based on the Internal examinations and make them ready for university examinations

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

197

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
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

33

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	<a href="#">View File</a>
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)

1328

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
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

Nil

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
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	No File Uploaded
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

University guidelines are strictly adhered to with respect to evaluation process. There are two unit tests and three internal assessments conducted. The schedules of unit tests and internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board.

- Questions are framed, such that they adhere to Anna University standard. It follows the Bloom's Taxonomy and Outcome based Education in which CO's are attained.
- There are 5 Course Outcomes (CO's) for each subject. The first unit test covers one CO from unit I, second unit test covers one CO from Unit III internal assessment question paper is prepared in which first internal assessment test covers two CO's from unit I and II, second internal assessment test covers another two CO's from unit III and IV, third internal assessment test covers all the five CO's from all five units
- The subject handling faculty prepares two sets of question

papers that covers equal number of questions from each unit, covering all the topics with one compulsory question from any of the unit

- Department question paper quality checking committee under the guidance of HOD, checks for the standard of the question paper.
- Principal along with college internal exam coordinator selects the final internal question paper for each subject from the question paper sets.
- Question papers are given to the internal exam coordinators of the department on the day of test, after approval from the Principal.
- Central Internal assessment exams are conducted by the exam cell of institute with invigilation duties from various other department faculties are allotted by exam cell to maintain strict and transparent conduction of exams
- Internal exam coordinator ensures smooth conduction of test and proper valuation of internal books.
- Faculty prepares the answer key / Scheme of evaluation and it is documented with a copy of sample question paper for the future reference.

Internal assessment tests and other measures taken to judge the performance of students is done fairly and in an effective manner. Students are allowed to go through the valued answer scripts of internal assessment tests and doubts regarding evaluation are cleared .Internal Test performance are intimated to the parents via SMS to their mobile numbers

Whenever class tests, internal assessment tests are conducted the results of the students 'performance are used by the faculty to identify slow and advanced learners. Students are encouraged to improve their performance in future by counseling .As mentors and advisors of the students, nearly 20 students are entrusted to each faculty member. The mentors sort out the personal issues, academic and non-academic problems of their mentees and provide counseling and guidance.

Institute is affiliated to Anna University, Chennai, the rules and regulations for evaluation process are laid down by the affiliating University and are communicated to students through syllabus copies supplied in the beginning of first year of their academic program.

- The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar.
- Schedule for end semester examinations will be communicated during the semester as and when schedule is released by the University.
- The internal assessment evaluation process is communicated to students by the respective faculty and also during orientation programme for first year students.
- Students are given general instructions regarding the evaluation methods of University answer scripts. The periodic instructions issued by the university are promptly communicated to the students.
- The tutors are entrusted with the duty of providing awareness among the students regarding this.
- Further any changes in the evaluation process will be communicated to students and faculty through circulars.
- Syllabus for internal assessment will be communicated to students well in advance.
- Question papers are set based on Course outcomes and are approved by heads of the department.
- Scheme and Solution are prepared by the faculty on completion of the assessment.

Theory subjects are assessed through:

1. Two unit tests and Three internal Assessment tests
2. University external test
3. Assignments
4. Seminars

Practical subjects are assessed through:

1. Model practical tests
2. University external lab exam
3. Mini projects

Projects work assessment:

Faculty members encourage students to do in house projects. They will be provided with necessary hardware and software support. The project assessment is done through:

- Four Internal project reviews
- Final external university project review



We also encourage them to display their projects in Department Project exhibition. Students are also encouraged to present their project ideas in conferences and also publish papers in Journals.

#### Examination procedures

- Processes/Procedures integrating IT

#### Continuous Internal Assessment System

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/examinations/">https://www.saec.ac.in/examinations/</a>

## 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

- The Program Outcomes are displayed on the website and efforts are made to attain all the POs to the maximum extent with University syllabus and additional activities.
- The PSOs are defined and they are made available on the website.
- The faculty frame course outcomes (CO) with guidance given from Programme Assessment Committee and lesson plan of the concerned course.
- The course outcomes of all the programme offered by the institution are displayed on the institute website, through this way the course outcomes are communicated to students and teachers.
- Course outcomes are also displayed on the class notice boards.
- Based on the course outcomes defined, the faculty maps the CO with the program outcomes (PO) and define levels.
- Effectiveness of teaching-learning process can be measured through learning
- outcomes which in turn are measured through the achievement of Programme Outcomes (PO) and course outcomes (CO).

The CO-PO and PSO attainment is calculated at the end of every semester and corrective measures are discussed to increase the attainment further.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

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

CO assessment methods are employed

- Direct assessment method and indirect assessment method are considered for 80% and 20% weightages respectively.
- Internal test assessment and end semester examination assessment are considered with the weightage of 20% and 80% respectively for the direct assessment of CO.

Internal Attainment is the average of attainments obtained using various internal assessment tools.

Total Attainment = 20% internal attainment + 80% university attainment

## Attainment of Program Outcomes and Program Specific Outcomes

The assessment is done through one or more than one processes, carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes (CO's) and eventually program outcomes (PO's).

### PO Assessment Process

- Direct assessment method - The knowledge and skills learnt by the student are assessed directly from their performance through internal assessment and external assessment processes.
- External assessment - Performance of student is recorded in university theory exams, laboratory exams and project evaluation.

- **Internal assessment-** Performance of student is recorded through class assignments and tutorials, internal assessment tests, laboratory assignments, seminars and project progress review and evaluation.

These methods provide a sampling of what students know and/or can do and provide strong evidence of student learning.

- **Indirect assessment method** – This includes feedbacks from all the stakeholders such as student feedback, exit survey, alumni feedback, parent feedback, employer feedback and performance in extra co-curricular activities. Feedbacks are designed to assess the attainment of course outcomes by the engineering student.

Attainment of Course outcomes for each subject obtained through direct assessment method is mapped to correlated program outcome. Also, Attainments achieved through indirect assessment method are also mapped with the correlated program outcome.

Finally program outcomes for entire course is assessed by taking weighted sum of direct and indirect assessment as

- **Indirect assessment : Weightage: 20%**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

### 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

722

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf</a>

## 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.saec.ac.in/wp-content/uploads/2022/01/2.7.1-Student-Satisfaction-Survey.pdf>

## 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

Our Institution has a well-established research promotion policy to build a research ecosystem and create a conducive research ambiance for promoting and expediting research activities among faculty members, research scholars, postgraduate and undergraduate students.

The Institution has a Research Advisory committee comprising of Research Dean ,acting as a point of contact to Department Research coordinators , to monitor all kinds of research activities and facilitate high-quality research publications. The Research committee formulates and updates research policies periodically according to Anna University norms and UGC Regulations and ensures that researchers follow the research guidelines and regulations of our Institute.

Departments of ECE, EEE,CSE ,Mechanical has a Research Centre recognized by Anna university s and we are bound by the regulations and policies laid by the university. It is functional with full /part time research scholars carrying out research work under the supervision of Anna University recognized supervisors. To support and facilitate their research work we have a dedicated

laboratory space with state - of - the- art infrastructure for conducting Research & Development activities.

The Institution offers Seed Money to encourage faculty members, research scholars, and students to participate / collaborate in research activities and apply for research grants to funding agencies. The award of Crescent Seed Money will be based on the quality of the research proposals and the required budget to execute the research work

The Institution offers Research Incentives to motivate the faculty members to publish quality research publications, availing sponsored research projects, patent filing process, and other research-related activities. The incentives are awarded based on Scopus / WOS indexed journals published, books, book chapters, the amount sanctioned for sponsored projects, and granted patents

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
Any additional information	No File Uploaded

### 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)

0

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	<a href="#">View File</a>
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

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
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)

68.46824

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

### 3.2.2 - Number of teachers having research projects during the year

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

15

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
Any additional information	No File Uploaded

## 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 had created an Innovative Ecosystem to foster research activities by providing the essential research facilities and support. The various research facilities are

Centre for Unique Product Development and Business Incubation

(CUB) and Centre for Innovation

Promotion and Entrepreneurship Development (CIPED)

S.A. Engineering College has a CUB & CIPED to promote and support untapped creativity of individual innovators and to assist them to become technology based entrepreneurs.

S.A. Engineering College has applied a financial grant in the year 2014 for a Business Incubation Centre from Ministry of MSME, GOI. In the year 2015, SAEC has got sanctioned as business Incubation Centre considering the various facilities and experts available with the institutions. In the year 2016 around 25 Ideas was submitted by various Individuals for scrutiny. On various aspects are considered 10 Viable Ideas are shortlisted to submit to Ministry of MSME. During 2017, among the 10, 2 Ideas are clubbed with the similarities of the stream and the panel has accepted for 8 Ideas and a detailed phase wise plan was invited. During 2018 the Union Cabinet Ministry has decided to fund in full towards skill development the Incubation projects submitted has suffered without fund.

S.A.Engineering College - Institution Innovation Council(SAEC-IIC)

The primary objective of SAEC-IIC is to encourage, inspire and nurture young students by supporting

them to work with new ideas and transform into prototypes. The various Functions are:

1.To conduct various innovation and entrepreneurship-related activities prescribed by Central MHRD

Innovation Council in time bound fashion.

2.Identify and reward innovations and share success stories.

3.Organize Hackathons, idea competition, mini-challenges etc. with the involvement of industries.



S.A. Engineering college- Institute Innovation Council was inaugurated by Shri.J.Chandrasekaran,

Founder and CEO-WATSAN Envirotech Pvt.Ltd. on Thursday, 22 August 2019. .Dr.Baskar highlighted the

various activities of IIC such as IPR, Innovation, Internship,Start up, Social Media, ARITA and NIRF.

Motivation program was conducted on Tuesday 24th September 2019 by Dr.Sevvel.P

(Professor,Mechanical department, SAEC) on the topic "How to become a SMART INNOVATOR). Sixty

students of interdisciplinary department attended the motivation program.

SAEC-IIC had organized an Innovation day on account of 88th birth anniversary of People' President

Dr.A.P.J. Abdul Kalam. Advisor Dr.S.Mohan expressed the importance of Research and Innovation in practical life and inspired the faculties and students by sharing his research and innovation experiences.

Principal Dr.G.S.Kumarasamy felicitated the gathering and motivated the students to impose innovative

ideas in their projects.

Centre for Intellectual Property Rights

The Centre for Intellectual Property Rights had set a MoU on the Tenth day of January, 2013, between, IP DOME - IP Strategy Advisors in SA Engineering college. It plays a vital role in carrying out the functions such as

- Intellectual Property awareness among students, faculties through streamlined awareness campaigns, short-term Intellectual Property modules, seminars, workshops and

## conferences

- Providing Legal & Technical Assistance to them for protecting their IP and also for Patent & Design, Trademark, G.I. searching & filling facilities

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>

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

Nil

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
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**

**B. Any 3 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	No File Uploaded
Any additional information	No File Uploaded

### 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

10

File Description	Documents
URL to the research page on HEI website	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
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

73

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in/others/research-3/">https://www.saec.ac.in/others/research-3/</a>

### 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

1011

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 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

34

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

1.152

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
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

S.A. Engineering College not only excels in Academics & Curriculum but also in other activities like NSS, YRC etc., for the holistic development of the student community. The NSS unit of S.A. Engineering College takes part in various activities organized by the government. Since 2014-2015 we are regularly conducting Medical camp, Blood donation camp and many kind of awareness programs. The list of events conducted during the year 2020-21 is listed below:

- Blood donation & Medical camp
- National Youth Parliament Festival
- Dry Eye Awareness Program
- Fresh Voter Enrollment
- World No Tobacco Day- Awareness
- Lecture on Indian Constitution

Blood donation camp emphasizes the sense of responsiveness and kindness among donors and also inspires in them a sense of commitment and ethical responsibility. Programs on women empowerment creates awareness among girl students of their condition and their rights, and among boys a sensitivity towards problems of women, leading to decreasing of gender bias and patriarchal prejudices. All these leads to informed, balanced and responsible citizenship. The activities listed above are indicators of the manner in which multiple issues of social,

political and economic significance are discussed and dealt with in order to create sensitivity and understanding among students and contribute to the balanced development of their personality, so that committed and ethically informed citizenship is created. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

#### Women Empowerment Cell

The women empowerment cell is established to empower and safeguard the rights of female members: faculty staff and students of S.A.Engineering College. It enables the women folk to pursue their goals in a safe and supporting environment. The mainfunctionof thecellis to promote gender sensitivity in the campus. The cell conducts activities such as guest lectures, workshops, seminar and various competitions for the intellectual and social upliftment of women. The Women Empowerment Cell shoulders the responsibility of following the mandatory guidelines and directions regarding the security arrangements for female members of our Institution.

#### Name of the Cell

Women Empowerment Cell (WEC)

#### Aim

To promote the intellectual and social upliftment of female members: faculty staff and students. The cell strives for facilitating women empowerment through guest lectures, seminars and other welfare activities.

#### Objectives

To create awareness that woman empowerment is integral to the overall development of the country.

To provide opportunities for female members of SAEC to be financially, mentally and emotionally empowered

To promote a culture of respect and equality for female members of SAEC

To create awareness about various crimes against women and its prevention.

Organise various activities to create awareness of their health, security and social wellbeing.

Celebrating womanhood by observing International Women's day every year.

Counselling services for girls.

#### CONSTITUTION OF THE WEC

Name of the Member

Position

Dr.G.H.Kerinab Beenu- Professor & Head-MBA

Co-ordinator

Ms.K.M,Danalakshmi Asso. Prof./ECE

Asst. Co-ordinator

Ms.Sermakani,Asso.prof./IT

Member

Ms.Aarthi Nagaraj Asst. Prof/Civil

Member

Ms.Pamavathy Asst. Prof/CSE

Member

Ms.Priyanka Asst. Prof/EEE

Member

Ms.Valarmathi Asst. Prof/ECE

Member

Ms. M.Lishmah Dominic Asst.Prof/MBA.

Member

Ms.Anitha Asst. Prof./MCA

Member

Ms.Malathi Asst. Prof. /H&S

Member

Activities for the Academic year 2020-21

S.No

Date

Arranged By

Name of the Session

Resource Person Details

Participants Details

1

8-3-21

WOMEN EMPOWERMENT CELL

International Women's Day Programme

Ms.Josephine Jeyashanthi

Author & Novelist

200 students & Female faculty

2

4.3.21



WOMEN EMPOWERMENT CELL

Essay Competition -

Tamil & English

`Sathanaigalai Therivu Sei`

`Choose to Challenge`

Judged by:

Dr.C.Arunachala Perumal

Prof. ECE Dept.

52 Girls Participated

3

5.3.21

WOMEN EMPOWERMENT CELL

Speech Competition - Tamil & English

`Sathanaigalai Therivu Sei`

`Choose to Challenge`

Judged by:

Dr.Hariharasudhan

Prof. H&S

Dr.Senthil Kumar

Prof.H&S

65 Girls Participated

4

## 6.3.21

## WOMEN EMPOWERMENT CELL

## Poster Competition

'Women in every Walk'

Judged by:

Dr.Kamalakaran

Prof.EEE Dept.

33 Girls participated

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

### 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

6

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
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)

6

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

693

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

134

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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)

3

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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.

The Institution was established by the Dharma Naidu Educational & Charitable Trust in the year 1998-1999. The college is approved by AICTE Delhi and affiliated to Anna University, Chennai, Tamil Nadu. The college has excellent infrastructure and learning resources including 54 ICT enabled classrooms and seminar halls, 62 fully equipped laboratories and other support facilities.

The college offers 6 U.G programmes and 7 P.G programmes. Four U.G Programmes has been recognized as research centre by Anna University, Chennai.

The Institution is provided by 100 Mbps internet facilities .The College is Wi-Fi enabled campus. The physical facilities consist of classrooms, seminar halls, laboratories, Alumni cell, Placement and training cell, Sports centre, Students Activity centre, Library, etc... Spacious and well-ventilated library with a collection of books, rare books, manuscripts, special reports, E-books, E-journals, Videos etc. The College Central Library is an institutional member of prestigious libraries such as the DELNET, AICTE - ELSEVIER, AICTE - IEEE Delhi.

The Budget for infrastructure, Physical, academic and library resources are earmarked annually based on the recommendations of respective committees constituted for upgrading, maintaining and utilizing the budget. The college upgraded its IT facilities including software, Server Configurations etc. Totally 1099 systems are provided to the entire department labs with configurations of core i3 Generation 4GB, 500 GB hard disk with LAN connectivity are available to carry out academic and administrative work. Fire Safety equipment is maintained in the campus as precautionary measure.

The college provides excellent, well furnished and comfortable hostel accommodation separately for outstation boys and girls with strict overall supervision of the management. The Maintenance of Physical, Infrastructural, academic and support facilities has been carried out regularly. Power supply capacity is about 1250kva HT supply, with two gensets capacity of 250 kva and 125 kva for uninterrupted power supply. These power systems are serviced

periodically to avoid inconvenience during failure. To ensure hassle free and safe transportation to staff and students, Institution provides transports to all major routes in and around Chennai, Kanchipuram and Thiruvallur.

#### Classrooms:

The institute regularly updates the physical infrastructure to meet AICTE / Anna University requirements. In Overall, the college has 71 classrooms/Tutorial Rooms, 62 spacious laboratories for all the six UG and two PG programmes. Modern laboratories are established in the institution for the conduct regular practical classes. The Institute has improved the teaching-learning process with contemporary aids and created 54 Technology Enabled Classrooms with LAN/Wi-Fi facility, LCD projectors, Smart boards etc., The smart class rooms and seminar Halls are used to conduct the special programmes like seminars, workshops, symposiums etc.

#### Laboratories:

All the Laboratories of the college are fully equipped with advanced equipments. Each department has its own computing facility with the latest software to meet their own requirements for carrying out academic and research works. Students are encouraged to pursue their study/project work in the emerging areas of research.

#### Library:

Spacious and well-ventilated library with a collection of 55732 books, 17310 unique titles, 9329 E-books, 1643-journals and 6478 CD's/DVD Videos. The central library and reading hall have a good capacity where 200+ users can seat and study comfortably. The library provides DELNET, IEEE, SCOPUS, NPTEL- SPOC Member and computers with internet facility for students and teachers.

#### Medical Facility

Health is Wealth. SAEC supports students health for which our management has approved for the setting up of medical clinic in the College premises. Dr. GNANAM M.B.B.S is taking in charge of servicing the sick students and staff.

## Transport

The College has a fleet of 30 buses to transport students and staff from various parts of the city and its neighborhood areas to the College and back home.

## Cafeteria and Mess

The multi-cuisine cafeteria of the College is a two-storeyed building which kindles the taste sense and caters to the hunger needs of Guests, Inmates, Visitors, Staff & Students. It can accommodate 400

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/">https://www.saec.ac.in/resources/</a>

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

The Physical Education Department is headed by Dr.A.Ramakrishnan, Mr.S.Mathew and Ms.Thenmozhi Facilitates for sports &games.

The Institution has adequate facilities for sports, games (Indoor,Outdoor) and Gymnasium.

The Department of Physical Education and sports which provides excellent sports facilities and fully equipped gym with multiple station for both Boys and girls.students are given training in all sports and games to take part in Colligate,Inter-Collegiate,Zonal,Interzonal,All India Inter university,State and National level Competitions.The College Physical Directors regularly train the students in various games such as Ball Badminton, Basketball, Cricket, Volleyball, Kho-kho, Hockey Handball, Table Tennis etc.

To motivate sports players the college provides incentives like travelling allowance,dearnessallowance,and sports kits to all the players. The provision of travelling funds under seed for national players is made available. The college also gives concession in tution fee to the sports students.

### Sports Outdoor and Indoor Games:

1. Every year we organize SA trophy- State level Inter Collegiate and School event tournament for Basket Ball, Volley Ball, Table Tennis, Tennis, Ball Badminton and Chess was .A total cash prize of Rs.5,00,000lakhs was awarded to winners.
2. We Organize Anna University Inter Zonal and Zonal Tournaments.
3. We conduct Annual Sports day and Intramural in our college during the month of March. Dr.A.Ramakrishnan will Coach Men team Hockey, Kabaddi, Basketball, Ball Badminton,Hand ball and Athletics.
4. Mr. Mathew will Coach Men team Cricket, Football, Badminton KhoKho,Volleyball,Table Tennis. Mrs.Thenmozhi will Coach women team Table Tennis,basketball,Volley ball Ball badminton.
5. Sports students are given two hours od for practice session in afternoon from 2.00pm to 4.00 pm

### Sports Center

SAEC involved in the concentration of sports activities of the students and staff members, Students are encouraged to take part in various kinds of physical activities to keep their body and mind strong and alert. SAEC has Separate Sports Center inside the campus.

### Gymnasium

Well equipped gymnasium is available within campus for students as well as faculty. Physical activity is good for your mental health. Regular exercise can also boost your self-esteem and help you concentrate, sleep, look and feel better.

### Yoga Center

The Yoga centres help and enrich the student with enthusiasm and spiritual feeling. The student's performance is improved with positive attitude.

## Cultural Activities

The S.A Engineering College has a vibrant celebration of cultural events. The cultural activities will encourage the students to develop their multi-talents in various events like Solo Dance, Group Dance, Solo Singing, Group Singing, Mime, Essay Writing, Vegetable Carving, Rangoli etc., the talent of the students are exposed both in on-stage and off-stage events.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/gallery/">https://www.saec.ac.in/gallery/</a>

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

54

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

173

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
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)

S.A. Engineering College Central Library is Fully Automated with AutoLib Software Version 6.2 (Web Based) Integrated Library Management System. Total of 55732 Volumes and 17310 Tiles are available. In addition to which, the Central Library also subscribes 9329 E-Books, 98 Printed Journals, 1643 E- Journals, and 12 News Papers. Books are classified and arranged according to the Dewey Decimal Classification Order (DDC). In this fully automated library, students and staff members can search the books by author, title, Account No., Publisher or subject heading and their availability.

Central Library has a special facility called WEB OPAC which allows the user to search library holdings from any location with internet access. A user can access the bibliographic details of book from the WEB OPAC. In addition Library Provide the Mobil APP facility to members to searching the Resource like Books, Journals, Question Papers and E- Books, etc., Books Renewal and Reservation also made through Mobile App.

Central Library is registered member of National Digital Library (NDL, an initiative of MHRD, Govt. of India). NDL provides support for all academic levels including researchers and life-long learners, all disciplines, all popular form of access devices and differently-abled learners. It is being developed to help students to prepare for entrance and competitive examination, to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources.

Library also has recorded videos of NPTEL course contents which will be useful for teacher training and through them improve the quality of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/library/">https://www.saec.ac.in/resources/library/</a>

**4.2.2 - Institution has access to the following:**    A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga

## Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

3.91937

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

300

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
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

Institution has,

Upgraded its IT facilities including Wi-Fi frequently as per the needs and requirements in the last five years.

Upgraded the internet connection bandwidth with 100 Mbps.

Maintained its IT facilities with upgrading the configurations of computers.

Printers, scanners, smart boards, interactive LCD projectors, online admission process and various software.

Enhanced the teaching and learning process through e-resources, NPTEL online courses, video lectures.

Description of IT facilities:

LAN facility:

There are data network switches (Giga byte), POE network switches (GB) for access points, CCTV cameras, Intercoms and 1 SOPHOS Cyberoam fire wall for content filtering users simultaneously. 100 Mbps of internet connectivity is shared across the campus

Server Configurations in Data Centre

There are servers with Xeon E-5 version-2, 32 GB RAM, 1.2 TB hard drives, which are served as Domain Controller (DC), Additional Domain Controller (ADC), faculty biometric server and application servers.

Workstation

Totally 1099 desktops are provided to the entire department labs with configurations of core i3 Generation 4GB, 500 GB hard disk with LAN connectivity are available to carry out academic and administrative work.

Software

Genuine windows licenses, with window 7pro and windows XP. 375

Microsoft office standard and professional editions for departments are also available.

We also use open source operating systems such as Ubuntu and CentOS. All windows systems are protected with anti-virus

## Printers

52Laser jet printers, 3 Xerox work centres and 12 scanners are provided across the campus for academic and administrative purposes.

## WiFi

Extendable Wi-Fi access points are placed in various places like Library, corridors, Labs, hostel, Canteen and outdoor.

Wi-Fi access is provided to all the students which is monitored and controlled by SOPHOS

Cyberoam fire wall at the IT department for secure content access.

All access points are routed to a Wi-Fi controller in the Data Centre where configuration and updates are maintained in a centralized fashion.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/gallery-computer-science/">https://www.saec.ac.in/gallery-computer-science/</a>

### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2213	1082

File Description	Documents
Upload any additional information	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus **A. 750 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

#### 4.3.4 - Institution has facilities for e-content development: **B. Any three of the above** **Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<a href="https://www.saec.ac.in/resources/library/">https://www.saec.ac.in/resources/library/</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)

**247**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

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.

##### **Class Rooms/laboratory:**

**The laboratories are furnished according to the statutory rules.**

Regular cleaning of the machines has been undertaken by lab technicians. After utilizing lab, all the motors, generators, lathe machines were serviced periodically and the measuring instruments were calibrated to ensure its accuracy of measuring to perform the lab experiments effectively.

Before the commencement of the academic year, a lab audit is conducted and a report on the requirement of new equipment, replacement of the old equipment and modernization of machines/software is prepared along with requirement of consumables, non-consumables as per the university guidelines to conduct experiments. Regular inspection of machines is organized.

The breakdown of equipment is recorded and serviced with the approval of Head of the department and HOI. Replacement for the breakdown system will be replaced as early as possible. Installation of antivirus and firewall ensure that the software and system is secured. Entry register for all the labs and seminar halls are maintained for tracking and utilization. For system related trouble shooting, the technical staffs will examine the issues and sort out effectively for next usage. If the problem is minor, the technical support

staff of the lab will rectify it. For major failures, support from vendor is taken. Periodic maintenance is done by regular cleaning of the lab spaces, software updates and antivirus updates. The stock is verified for the available equipment's and discarded equipment's, by a meticulous stock verification process by HOD. Fire Safety equipment is maintained in labs as precautionary measure.

## SPORTS

Institution's sports activities were carried out by our three physical directors effectively. Our institute is provided with spacious outdoor games such as basketball ground, volley ball, tennis ground separately and well maintained with world class quality measures. The spacious indoor games are also present in college premises. The sports equipments were well maintained periodically. To ensure our quality strength, we are conducting district level and overall zonal level matches in our institutions. The damaged sports equipments will be replaced

immediately to assure the quality maintenance. Students are permitted to play at evening. On duty will be provided to practice for any competition. Students are permitted to utilize and take sports material with prior notice to the Physical Director. In case of any damage observed, the same is recorded in the register pending further action.

## LIBRARY

Books are issued based on Software. Each student can take two books for a period of 15 days. Issue of has to be returned on or before the due date stamped on the slip pasted on the book. Reference books are to be reserved and will not be renewed and reissued. Barrowers are the complete responsible and have to replace with the same if they lost the books. If the books are lost, then the borrower replaces the books of the same edition or latest edition or pay double cost of the book after getting permission from the Principal. Toppers can access the library books for the whole semester of their tenure with no return date's constraints.

## Power Supply and Electrical Maintenance

Power supply capacity is about 1250kva HT supply, with two gensets capacity of 250kva and 125 kva for uninterrupted power supply. These power systems are serviced periodically to avoid inconvenience during failure. Half yearly maintenance and annual maintenance were done regularly and records are maintained by supporting staffs. As an initiative of green technologies, we have provided 105kva of solar panels in- order to utilize the electrical supply effectively and efficiently.

Power supply is maintained by our supporting staffs (Electricians) and electricity is maintained by electricity board/ captive gensets for 24hours. solar 85kva, and 20kva, street light 25nos, 1250kva, 250kva 125kva. A solar light are placed inside the campus for environmental sustainability.

## Garden Maintenance

Tree plantation and garden maintenance are done by the gardener appointed by the institute. NSS, YRC maintain certain areas of the college clean and for planting of trees, certain areas are

allotted for each department to maintain the trees and campus clean and green.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/">https://www.saec.ac.in/resources/</a>

## 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

1077

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**B. Any 3 of the above**



File Description	Documents
Link to Institutional website	<a href="https://www.saec.ac.in/wp-content/uploads/2022/01/5.1.3-Capacity-Development-Activities.pdf">https://www.saec.ac.in/wp-content/uploads/2022/01/5.1.3-Capacity-Development-Activities.pdf</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**947**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	<a href="#">View File</a>

## 5.2 - Student Progression

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

432

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

23

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

4

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

0

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded

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

**ACADEMIC ROLES: Class Committee:** To improve the teaching-learning processes class committee is formed with student members and the Faculty. The committee holds meetings 3-4 times a semester to discuss the teaching learning processes and other issues. During such meetings student's members are free to express their opinions and offer suggestions.

**Alumni committee:** Alumni are elected as Executive members to run the Alumni association .They do take active part along with the Faculty office bearers in conducting the meetings every year. Alumni were invited for Lecture in to make the students aware of the latest trends and also to guide the in their career.

Alumni do take part in DAC meetings and offer their valuable suggestions on academic improvements.

**ADMINISTRATIVE ROLES: Anti-Ragging Committee:** Students representatives were formed to look into ragging problems, if any, and confidential reporting to the committee coordinators Women Empowerment Cell: Girl students do participate in various programs organized by the Institution towards women empowerment.

**Professional Societies:** The institute has several professional societies under various departments and students are members of

such society and do involve themselves in the administration of such committee.

- ICI student chapter
- Computer Society of India (CSI)
- Institution of Engineers India Ltd

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in/wp-content/uploads/2022/01/5.3.2-Student-Council-Activities.pdf">https://www.saec.ac.in/wp-content/uploads/2022/01/5.3.2-Student-Council-Activities.pdf</a>

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

2

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 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

S.A Alumni Association was formally inaugurated in the year of 2005 with an intention to bridge the gap between Alumni and the institution. Alumni Association is administered by an Alumni Committee. It is very active in promoting interactions among the alumni, staff and the management.

Alumni are elected as Executive members of this committee. They do take active part along with the Faculty office bearers in conducting the meetings every year.

An interaction program between the alumni and the students is being conducted every year on January 26. During this program

career guidance towards the employability, technical skills desired by the employer are discussed

Alumni are invited to offer guest lecture, career guidance to our students so that students are motivated and also exposed to current trends in various fields of Engineering and management. Alumni are invited to our campus to act as Judges for the technical symposiums conducted in our college. Alumni are invited to take part in the Department Advisory Committee (DAC) meetings conducted by the respective departments every year. Alumni also post their testimonials as to how successful they are in their career which indirectly stimulate our students to emulate them.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.saec.ac.in/wp-content/uploads/2022/01/5.4.1-Alumni-Participation.pdf">https://www.saec.ac.in/wp-content/uploads/2022/01/5.4.1-Alumni-Participation.pdf</a>

#### 5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

#### VISION:

To transform our institution into quality technical education center imparting updated technical knowledge with character building.

#### MISSION:

To create an excellent teaching and learning environment for our staff and students to realize their full potential thus enabling

them to contribute positively to the community. To significantly enhance the self-confidence level for developing creative skills of staff and students.

The following strategic characteristics and Practices enable the College to realize its vision:

- Modern and precise educational practices that enable the quality Engineers
- An atmosphere that encourages the student's personal commitment to the educational success for the prolific society
- Education and research collaborations with other Institutions and Industries
- Highly victorious alumni who contribute to the profession in the world wide society
- Undergraduate and Post graduate Educational programs that incorporate global awareness, professional skills and team building across the program of study
- Guidance that makes students for interdisciplinary engineering project work
- Leadership and commitment to meet society needs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>

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

The institution believes in promoting a culture of decentralized governance system :

The department decides on timetable, subject allocation, purchase of equipment and consumables, budgeted allocation, organizing guest lectures and workshops, recommends necessary industrial visits, implant trainings, MOUs and work to achieve its goals, vision and mission.

All academic and administrative activities are decentralized and management decisions are taken based on discussion and deliberations in class committee meetings, department meetings, monthly faculty meetings and HODs meeting with principal, Correspondent of Institution Management higher officials. Finally the Principal coordinates between departments, administration and management. Minutes of these meetings are available.

Participative management:

Yes, the College promotes culture of participative management which enables staff and students to voice their opinions and suggestions which are considered for improvement.

This system of communicative management gives freedom to express their opinions for improvement and address their requirements. Participative management allows collaboration between departments and thereby improves the quality of management.

The various committees are formed to frame the guidelines, to take part in monitoring and controlling the entire processes of Academic, Finance, Research and Students welfare and Academic Evaluation which is a evidence of decentralization.

The following committees are formed:

Internal Quality Assurance Cell

Planning & Monitoring Committee

Academic Excellence committee

Research and Development Committee

Discipline committee

Alumni Committee

Professional Societies and Women Empowerment

Placement and Training Committee

Resource Management and Budget committee

Anti-Ragging and Social Service Committee

Grievance Redressal Committee

Internal Compliance Committee

All the above committees are supervised by a coordinator with a committee member from each department which enables smooth functioning of the committee without any flaws.

In addition to the above, various Stand-alone committees are also formed to administer the following: Library, Sports, Transport, Hostels, Office Administration and Health Care centre.

Students also actively participate in NSS activities under the guidance of the Faculty which shows participative management in all aspects.

Head of the Departments monitor the execution of academic, research, student activities, placement, and discipline in their respective departments. Assistant Head of the Department, Section Coordinators, Class advisors and Faculty advisors work as a team for the smooth functioning of the departments.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>

## 6.2 - Strategy Development and Deployment

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

CurriculumDevelopment



S.A.Engineering College is an Autonomous institution affiliated to Anna University; henceforth the curriculum is framed by concerned department subject handling faculty. After getting approval from Board of Studies members, the curriculum is finalized and followed currently for First years. The II years, III years and IV years are following 2017 regulation as prescribed by Anna University. Course Coordinators after discussing with the subject in charges decide any specific topics can be taught for better and easy understanding of the subjects. These topics are approved in DAC and framed as Content beyond Syllabus. CBS is followed for both practical and theory subjects.

### Teaching and Learning

Academic Excellence Committee monitors the effectiveness of teaching and learning methods followed in the college. Academic schedule is framed by the committee and it is approved by the Principal. All academics follow up the academic schedule.

Teaching pedagogy methods that is to be followed by each course is decided by the course coordinators and the same is incorporated. Microsoft teams software owned by college has been used to conduct classes effectively and for conducting meeting in online mode. Pedagogy methods include Power Point presentations, 3D presentation, Nptel videos, Lab based teaching, Google classroom, Usage of ICT tools, Mini projects etc,

Class committee meetings are conducted thrice in a semester before the Internal assessments. Any grievances and difficulties reported are sorted out immediately so as to ensure the correctness of teaching & learning methodologies. Due to pandemic industrial visits were not conducted in this 20-21 and many online webinars were conducted for students.

### Examination and Evaluation

Exam cell wing headed by Controller of examination ensures the conduction of tests as scheduled in the academic calendar without any flaws.

Checking the quality of question papers and answer book evaluation by subject experts in all departments

Allocation of invigilation duties was in a centralized manner for online exams.

Answer book evaluation is done by the concerned in charge, followed by answer book evaluation by subject experts.

Mark entry is in google sheet shared by MM process owner.

Due to Pandemic COVID' 19, In 2020-2021 Odd & Even semester, End sem exams were conducted in Microsoft teams App and Results are published using Rovam Software based on student's internal marks and End sem exam' performance as per Government and Management order.

## Research and Development

Faculty with PG degree are encouraged to register and pursue their doctorates.

The cell motivates all faculty members of SAEC to submit proposals to various funding agencies to carry out research projects and to organize sponsored events like seminar, Workshops, Conferences etc.

Initiation taken to promote interdisciplinary projects .

Support towards collaborative research

Promotes research by motivating the ideas/innovation of faculty and students through filing of patent and subsequent publication of the same.

The centre not only focuses on research in core department but also on Science and Humanities. In continuation with this, Anna university research centre for the department of Mathematics was filed.

Quality publications is another way of evaluating the research atmosphere in an institution. Hence, the cell appreciates and insists the student and faculty for publication of their research findings in reputed conferences and journals.

Library, ICT and Physical Infrastructure /Instrumentation

Our library is fully automated with MODERNLIB automation software.

OPAC catalogue search is available.

Smart board, computer & Wi-Fi, Projector, PALPAP software, SWAYAM, Proquest-Journal, IEEE Journal, DELNET E-books & Journal are the e-resources available in our library.

Photo copying and printing services are provided to staff, students and outsiders.

Providence College library plays a vital role in the life of students by being a centre of learning on the campus. The books meant for academics, learning and reference are extensively made available to them anytime from 8.30 am to 5.00 pm. Our library has become an inherent part of research, helping scholars with useful material. Our library is fully automated with MODERNLIB automation software. Books are issued and collected back using Bar-coded system. OPAC catalogue search is available. Smart board, computer & Wi-Fi, Projector, PALPAP software, SWAYAM, Proquest-Journal, IEEE Journal, DELNET E-books & Journal are the e-resources available in our library. Photo copying and printing services are provided to staff, students and outsiders.

ICT:

Today's society shows the ever-growing computer-centric lifestyle, which includes the rapid influx of computers in the modern classroom. Information and Communication Technology can contribute to universal access to education, equity in education, the delivery of quality learning and teaching, teachers' professional development and more efficient education management.

Instructional Methods:

SMART Class room was created by our college own Microsoft teams App and effective online teaching was conducted by our faculty members.

Students can access learning materials at any time which was posted in Microsoft teams.

NPTEL video Lectures are available in the Department and the Main Library where the

students can access learning materials at any time.

Web based learning with access to online Journals and E books.

The learning materials for every Course are available in the

content server of the College which can be accessed by the students through the Internet facilities using Wi-Fi available during the College hours.

#### Human Resource Management

Human Resources aims at quality improvement of the faculty.

Due to Pandemic COVID' 19, In 2020-2021 Odd & Even semester, turn duty was allotted and faculties were allowed to work from home to ensure their safety as per Government and Management order.

The norms which were implemented previously such as Provident Funds, Insurance, Casual leave, Maternity leave with pay for 3 months is also in effect.

Faculty's wards are given special fees concession in SudharshanamVidhyaashram School.

#### Industry Interaction /Collaboration

The institute has constituted IQAC Cell & it has Industry representatives for suggestions with regards to curriculum development & other academic activities. Our training & placement cell continuously strives for networking with industries for placements & internships. The Institute has signed MOU with many reputed companies like GOX, IMMARTICUS, G.K Power Expertise, These MOU'S are signed for mutual benefits, mainly for value added courses, Certification courses, internships, incubation centers& projects.

#### Admission of Students

Students are admitted based on government norms. The management along with administrative staff review the admission process every year. Admission cell was framed with Faculty members of each department to assist in guiding the candidates and their parents during the admission. Faculty members of each department assist in guiding the candidates and their parents during the admission. The College website and prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form. A customized admission software package has been introduced to facilitate the admission process. Merit scholarship is provided for students secure more marks.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>
Upload any additional information	No File Uploaded

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.

The Governing Body, Chairman, Secretary & Correspondent are responsible for Policy making and to verify the reports. All academic and administrative activities are decentralized and management decisions are taken based on discussion and deliberations in class committee meetings, department meetings, monthly faculty meetings and HODs meeting with principal, Correspondent of Institution and Management higher officials. A committee comprising of faculty members and administrative staff are involved in the planning and implementation, academic audit and evaluation. There are different bodies that give academic and administrative leadership to the institution. Constitutional bodies such as IQAC Cell, Anti-ragging Cell, Academic excellence committee etc., as per the university government guidelines enables smooth functioning of the organizational structure of the institution.

#### Service Rules:

The institution strictly follows the service rules according to the AICTE norms. It's been uploaded on the website too. The institution runs for 8 hours. The teaching and non-teaching faculty have the benefits of PF, ESI, Casual Leaves, Earned Leaves, Medical Leaves and Maternity leaves etc.,

(a) These rules shall be called "S.A. Engineering College, Chennai, Service and Conduct Rules" and comes into force from the month of August 2010. These rules supersede all the rules put into force, previously.

(b) These rules shall apply to all categories of employees (Teaching and Supporting Staff Members).

**Definition:**

(a) 'College' means S.A. Engineering College, Chennai

(b) 'Trust' means Dharma Naidu Educational & Charitable Trust, Chennai.

(c) 'Teaching Post' means a post carrying a definite scale of pay / consolidated pay sanctioned without limit of time and included in the cadre of sanctioned posts.

(d) 'Supporting Staff Members' means a person appointed in a Non-Teaching post to which no other person holds a lien.

**Appointing Authority:**

Recruitment is taken place according to the norms of the University, a body comprising of Secretary, Correspondant, Principal, HOD and Subject experts decides the worthiness of the faculty member by his/her performance in the interview according to the parameters they are looking for

**Appointment on Contract:**

Appointment of faculty and other Staff Members can be made on contract basis by the Management subjected to the approval of the Management/Trust.

**Termination of Service/Resignation:**

(a) Based on the opinion of the appointing authority, the efficiency of an employee has been impaired due to any infirmity, his/her retention in service is considered undesirable, his/her services may be terminated, by such appointing authority.

(b) Any employee of the College may withdraw his/her engagement, by submitting to the appointing authority, three months' notice in writing or payment of three month salary in lieu thereof, if agreed by the appointing authority, provided that the appointing authority may, for sufficient reasons, call upon the employee concerned to continue till the end of the academic session, in which the notice is received.

(c) The other terms and conditions of such employment shall be specified by the appointing authority in the letter of appointment.

**Retirement:**

(a) The age of retirement of teaching faculty member shall be as per AICTE Norms.

(b) The age of retirement of other non-teaching Staff Members shall be as per the State Government Rules or as may be decided by the Management/Trust.

**Leave:**

(a) Staff Members are eligible to avail One day Casual Leave for every completed month of service.

(b) Such leave can normally be availed only with prior approval of the Head of the Institution i.e. the Principal.

(c) Leave application should be submitted to the Head of the Institution (Principal) before 12.00 AM of the previous day/day of avail of leave.

(d) In emergency cases whenever the Staff Member is unable to get prior sanction of leave, he/she should inform to the Head of the Department concerned, over the phone after altering the workload, about his/her absence on leave. In such case, the leave application should be submitted for approval on the immediate reporting day with relevant supporting documents; otherwise his/her absence will be treated as "Absent".

**Vacation:**

Staff Members are permitted to avail Summer/Winter Vacation on the following conditions.

(i) The eligible period of vacation for Teaching Staff Members is as follows.

(ii) Vacation period shall include Saturdays, Sundays and holidays (preceding, succeeding and in between).

**TEACHING STAFF MEMBERS**

**Experience within the Institute**

**Summer Vacation**

Winter Vacation

One year completed

04 weeks

01 week

Six months completed

02 weeks

NIL

NON-TEACHING STAFF MEMBERS

Experience within the Institute

Summer Vacation

Winter Vacation

One year completed

02 weeks

NIL

Six months completed

01 week

NIL

On Duty:

(i) Teaching Staff Members shall be permitted to avail ON DUTY for a maximum period of 10 days for University Examination duty purpose and 5 days for attending FDP/Workshop/Conference/Symposiums/Seminars etc. in an academic year. ON DUTY shall be availed only with prior approval of the Head of the Institution (Principal).

(ii) Teaching Staff Members who are deputed for specific purpose on "Other Duty" should submit a detailed report to the Principal about the purpose for which they are deputed, on the next day



without fail.

(iii) The Staff Members who are proceeding on "Other Duty" with the approval of Principal should produce the "Attendance Certificate" immediately on the date of joining the duty after availing "OD".

#### Conduct and Discipline:

The Management/Trust shall be at liberty to take necessary disciplinary action against any Staff Members for valid reasons. In such cases a formal enquiry shall be conducted and penalties like ceasing increments, ceasing promotions, dismissal from service etc. may be imposed, whenever and wherever required, based on the enquiry report.

#### Implemented Policies for governance of the Faculty

- Policy for Leaves available to staff of different cadre
- Policy for Attendance registration and Leave Application processing in Biometric attendance Recording.
- Policy for Early Leaving/Late Coming/Movement outside Campus
- Faculty Promotion Policy
- Promotional Policy for Ph.D. Program
- Promotional Policy for International collaboration

#### Implemented Policies for governance of the students

- Students must wear I.D card in the campus.
- Students must have their breakfast before the commencement of the first hour.
- Parents are requested to advice their ward suitably in this matter.
- Students should not celebrate any function by themselves like Friendship day, Birthday, Valentine's Day, Annual day, Teachers day, New Year's Day, Holi, etc. within the College campus.
- Students littering (throwing any kind of items such as waste paper, fruit peels, tea cups, plates etc.) are not permitted inside the campus.
- Entry into and exit from the College and hostel should only be through designated points/gates.
- Walking on the lawns and playground is strictly prohibited.
- Use of cameras is not permitted inside the campus, without the written permission from the College authorities.
- Students indulging in ragging, smoking/consumption of

alcohol and physical assault within the campus and college bus is prohibited and students indulging in the same will be dismissed.

Scooters/motorcycles usage inside campus is not permitted (and parents are cautioned, in the interest of the safety of their wards, not to permit their wards to travel by scooter/motorcycle/any other two wheeler)

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://www.saec.ac.in/about-us/#management">https://www.saec.ac.in/about-us/#management</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>

### 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) Documen	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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

### Teaching

The institution ensures the professional development of the staff by

- Planning and executing programmes that address professional development, Career development, personal development of faculty members
- Encouraging faculty members to enroll for or provide resources for training programmes and workshops.
- Appreciating innovations and recognizing and awarding performance Sponsoring for participation in national and International Conferences, seminars, workshops and Publications.
- Supporting membership and active involvement in local, state, national and International-professional associations.
- Our faculty members are active life members of various national and International professional bodies.
- Providing access to the Internet, audio-visual aids, software packages etc., as required.
- Facilitating institutional infrastructure, learning resources for effective curricular transaction.

#### Incentives / Awards:

Financial assistance of Rs.5000 is provided on Annual Day to the faculties who have secured 100% university result in their respective subject.

#### Facilities provided for Faculty career development:

- Sabbatical leave (OD) for attending examination, FDP, National & International Conferences.
- Registration fee reimbursement for FDP/ Conferences. Funds are provided to faculty for professional membership.

#### List of major Welfare facilities given to the Faculty :

- Provident Fund contribution is available to the staff members.
- Every year Monthly & Daily Sheet Calendar is given to all faculty members.
- On any medical need, hospital facility is arranged.
- Monthly one Casual Leave and two one hour permission is allowed to be availed.
- CPL is given to Staff Members for carrying out the assigned works during Holidays
- Yearly 28 days of Vacation leave( winter-7 & summer -21) is given to faculty members.
- Yoga facilities are available.

- Sports (indoor game, outdoor games) are conductedStaff members.
- Medical leave are given to the employees during his/her job period.
- There is a provision of maternity leave for the staff.
- Safety insurance to all.
- Fee concession to the wards of faculties in college and school.
- Teaching faculty can avail free transport facility.
- Medical facility.

#### Non teaching

The college has implemented various programmes to enable the staff to function more effectively. Employees need training in advanced skills related to their works. In this regard college provided computer training to the staff. Institutionappointed supporting staff to carry out the activities of the college as well as thecomputer training programmes and other service programmes conducted by theUniversity.

Realizing that satisfied employee is an asset for the institution and can make the college a productive place, the management has put several incentive measures in place for the teaching as well as Non-Teaching Staff them besides the salary package.

- Provident Fund contribution isavailable to the staff members.
- Every year Monthly & Daily Sheet Calendar is given to all facultymembers.
- On any medical need, hospital facility is arranged.
- Monthly one Casual Leave and two one hour permission is allowed to be availed.
- Yearly 15 days of Vacation leave (summer -15) is given to Staff members.
- Yoga facilities are available.
- Sports (indoor game, outdoor games) are conductedStaff members.
- Safety insurance to all.
- Medical facility.
- Non teaching faculty can avail free transport facility.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

**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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

195

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**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.)**

195

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

Yes, Internal and External financial audits are conducted. Audit statements are updated in the college website duly signed by Chairman and Auditor.

The institution's financial resources are managed using various effective and efficient measures. The college has a fully computerized accounts department who makes sure that all the transactions are made via bank (Cheques & DD) and is supported through cheques and only duly authorized personnel can operate through the bank.

There is an efficient budget committee and purchase committee operating in the college who help in proper and efficient allocation and optimum usage of available funds.

There is a two tier checking process, internal audit and external audit, to check and follow up on the utilization of financial resources -

We have budgetary provisions for all administrative and academic activities.

In order to ensure reliability in terms of budget details and to avoid any form of discrepancy, regular auditing is done during which the planned budgetary details are compared with the factual data (fee receipts, bank statements, purchase & service bills etc).

- Internal auditing is done on a regular basis by Internal Finance committee Member

**REGULARITY IN EXTERNAL AUDIT**

- External/Statutory auditing is done at the end of each financial year by our Anna University Finance Committee Nominee Dr.Maheswaran.

All relevant data relating to financial matters as discussed above are organized and retained in a computerized system. This helps to computerize the entire Financial Management System.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/audit-statements/">https://www.saec.ac.in/others/audit-statements/</a>

**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)**

1.19200

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

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

**MONITORING FINANCIAL MANAGEMENT PRACTICES THROUGH INTERNAL AUDIT, FINANCIAL PLANNING, BUDGET ALLOCATION, AUDITING**

Financial planning is done at the start of each financial year. Budget planning is based on:

Previous year's income-expenditure details

Anticipated expenditure for the coming financial year.

Early phase tax planning helps the institute to be up to date and on time with respect to tax payment.

All financial matters such as fee collection, salary distribution, tax payment etc are taken care of by the finance department.

Record of every transaction is maintained in the form of authentic receipts.

Accounting system is computerized for all financial transactions.

Budget allocation is based on requirements for different sections/departments.

Budgetary provisions are proportionally utilized for administrative and academic activities in order to ensure maintenance and expansion of SAEC

We have a Centralized Purchase Committee of SAEC. All material requirements of our institute including stationery for the new academic year are calculated at the end of previous academic year. Material planning is done on the basis of earlier year's consumption and incoming year's expected student strength. Requisition is placed to the Purchase Committee for all requirements. The Committee prepares their financial planning based on requisition received from various departments. The requirements are supplied in an organized and professional manner.

Emergency requirement is met with at local level.

If a condition so arises that the available budget is inadequate, then the Institute can meet with the deficit by taking aid from Trust.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/others/audit-statements/">https://www.saec.ac.in/others/audit-statements/</a>

## 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)

2015-16

1. NSLB classes were followed to improve the learning skills
2. 16 (UG- 2 & PG-14) University ranks were secured by our students
3. 17 Faculty Development Programmes were organized
4. 252 faculty attended training programmes

2016-17

1. 17 (UG- 1& PG-16) University ranks were secured by our students
2. 20 Faculty Development Programmes were organized
3. 260 faculty attended training programmes

2017-18

1. Mechanical and EEE departments have been accredited from 2017-18 to 2019-20 Upto 30-06-2020
2. SAC Spark Automation Centre was established with in the college campus to promote skill enhancement for students
3. NSLB classes were followed to improve the learning skills
4. 39 (UG- 10 & PG-29) University ranks were secured by our students
5. 22 Faculty Development Programmes were organized
6. 265 faculty attended training programmes

2018-19

1. S.A E.C was awarded with ISO 9008:2015 standards based on the external audit in June 2018
  2. Steps to secure autonomous status for the college and visit by the affiliating Anna University in March 2018 , and followed by NBA audit during February 2019.
  3. ECE,CSE & IT departments have been accredited from 2019-20 to 2021-22 with a Validity till 30.6.2022.
  4. 95% of the faculty have attended Nptel examinations and successfully cleared the courses
  5. CUB- Centre for Unique Product Development
  6. CIPED Centre for Innovative, Promotion &Entrepreneurship development Business Incubation Centre sponsored by MSME
- 
1. LATEN Latent Innovative Technology is inaugurated
  2. 16 Faculty Development Programmes were organized

### 3. 204 faculty attended training programmes

2019-20

1. Autonomous visit by UGC Peer committee during August 2019
2. Formation of MHRD-Institute Innovation Council headed by Dr.S.Baskar ,Professor ,Mechanical department
3. Setting up of Virtual lab in association with Amritha labs
4. Inauguration of Citizen Consumer club
5. Inauguration of IEI-SAEC Student Chapter organized by Mechanical Department.
6. 4 Patents were granted at the mechanical department with the following title

1.Dr.P.sevvel-Food storage container- 17.05.2019

2.Dr.R.Senthil Kumar &Dr.P.sevvel - Solar Parabolic utensil-16.08.2019

3. Dr.P.sevvel - Helmet with Integrated Camera-11.07.2019

4. Dr.S.Baskar & Mr.Anantha Raman Lakshmipathy - Smart BioTransesterification process for biodiesel Extraction-02.08.2019

2020-2021

- Mechanical Department have submitted Compliance report for NBA accreditation in the academic year 2020-21 Department of Mechanical were accredited from June 2021 for a period of 1 year
- Effective online teaching was ensured by our college owned Microsoft teams App.
- Online All Staff Meeting was conducted by using our college owned Zoom App.
- AICTE sponsored Online FDTP was conducted by CSE, IT, ECE,EEE, MECH and CIVIL Department
- Institution's Innovation Council and Entrepreneurship Development cell conducted National level inter collegiate virtual meet 2021 to celebrate World Entrepreneurship's Day.
- Renewable energy systems Laboratory was established in EEE Department to meet academic requirement
- Additional HT Load Capacity of 400KVA was sanctioned in addition to already existing 375 KVA by TNEB to meet load demand. Now In our institution total HT Load capacity is 775 KVA

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/internal-quality-assurance-cell/">https://www.saec.ac.in/others/internal-quality-assurance-cell/</a>

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

Academic Excellence Committee monitors the effectiveness of teaching and learning methods followed in the college. Academic schedule is framed by the committee and it is approved by the Principal. All academics follow up the academic schedule.

Teaching pedagogy methods that is to be followed by each course is decided by the course coordinators and the same is incorporated. Microsoft teams software owned by college has been used to conduct classes effectively and for conducting meeting in online mode. Pedagogy methods include Power Point presentations, 3D presentation, Nptel videos, Lab based teaching, Google classroom, Usage of ICT tools, Mini projects etc,

Class committee meetings are conducted thrice in a semester before the Internal assessments. Any grievances and difficulties reported are sorted out immediately so as to ensure the correctness of teaching & learning methodologies. Due to pandemic industrial visits were not conducted in this 20-21 and many online webinars were conducted for students.

Our library is fully automated with MODERNLIB automation software.

1. OPAC catalogue search is available.
2. Smart board, computer & Wi-Fi, Projector, PALPAP software, SWAYAM, Proquest-Journal, IEEE Journal, DELNET E-books & Journal are the e- resources available in our library.

Photo copying and printing services are provided to staff, students and outsiders.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/internal-quality-assurance-cell/">https://www.saec.ac.in/others/internal-quality-assurance-cell/</a>

**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	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## **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

Our college regularly provides counselling classes to students to enable them to tackle the everyday problems in their lives. It aims at making the students capable of participating in the entire development process in a creative and constructive way.

Women's Day is a day celebrating the social, economic, political and cultural achievements of women. It also reminds us to stand for ourselves against all the gender discrimination faced in the society.

The Women Empowerment Cell of S.A.Engineering college, Chennai-77, celebrated International Women's Day on March 8th 2021. This year the theme for International women's day is "Choose to Challenge". With this as a overall theme different events were conducted. The List of events are as follows:

As part of the celebrations an essay writing competition (Tamil and English) , Speech Competition, Poster making competition was conducted. Also a webinar on Women in Every walk was organised.

Activities for the year 2020-21

INTERNATIONAL WOMEN'S DAY -SAKTHI '2021

The Women Empowerment Cell of S.A.Engineering college, Chennai-77, celebrated International Women's Day on March 8th 2021. This year the theme for International women's day is "Choose to Challenge". With this as a overall theme different events were conducted. The List of events are as follows:

S.N

Date

Event Details

Theme

1

4.3.21

Essay Competition -Tamil & English

'Sathanaigalai Therivu Sei'

'Choose to Challenge'

2

5.3.21

Speech Competition - Tamil & English

'Sathanaigalai Therivu Sei'

'Choose to Challenge'

3

6.3.21

Poster Competition

'Women in every Walk'

4

8.3.21

Webinar

Guest Speaker

Ms. Josephine Jeyashanthi

Author & Women Centric Novelist, Chennai

'Yathumagi Nirkiral Penn'

'Women in every walk'

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/7.1.1gender-equity.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/7.1.1gender-equity.pdf</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

- **Solid Waste Management**

At S.A. Engineering College the solid waste are collected and segregated as degradable and non-degradable waste and it is transported to the nearest municipal waste collection area through trucks.

Proposed management of solid waste: Solid wastes are collected daily and dumped in pits excavated for this purpose inside the campus area and allowed to decompose.

- **Liquid waste management**

Waste water from college is cleaned and the recycled water is diverted to the garden to maintain plants inside the campus.

- **Hazardous waste management**

Hazardous chemicals are kept separately in the store room away from the reach of students. Lab In-charge takes care of the chemicals and safety norms in the laboratory are strictly followed. Students are made aware of the hazardous chemicals and safety aspects when they are given instructions before utilizing the chemicals. The labs are well ventilated and spacious and equipped with exhausts. 24 hours water supply is available in labs and safety of the students is given top priority in planning a facility.

#### E -Waste management:

The e-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components. The e-waste materials are collected and kept in one place and then sold to the concerned recycling agents M/s. VIROGREEN INDIA Pvt. Ltd.,

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

**C. Any 2 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

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

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded



**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:**

**E. None of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
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.**

**C. Any 2 of the above**

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

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

India is a Secular State. Every citizen has the right to follow the right religion of their choice and intolerance threatens the right. The State has no Official religion. Every religion is treated equally and is respected and sets a long way on maintaining communal harmony. It is important for every person to contribute in understanding and maintaining the importance of harmony.

Our Institution organises and celebrates all festivals. The Institution tries to inculcate and nurture Harmony and make every student feel the spirit of celebrating and understanding every Festival simultaneously enjoying it.

The Institution celebrated Pongal, Diwal, Onam Dusshera in a grand manner

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

Every individual play a vital role as responsible citizens in the selection of the eligible and qualified leaders for the society. S.A. Engineering College considers it as indispensable to instigate the students their responsibilities as citizens. The institution organizes various programmes through NSS Unit of the

college. To list a few – 1. “A Fresh Voter Enrolment Programme” was organized on 10-03-2021 at 10.00 am in the college premises in which, 162 students have applied for fresh Voter ID. They had taken oath to Vote without fail by engraving their signatures in sign board. 2. Students were made to watch the National Youth Parliament Festival on 11.01.2021. This event made the students to understand the Parliamentary procedures, to develop a keen insight on the working of parliament, to consider public issues, to form their opinions and to train them for a group discussion on the public issues. 3. Every now and then, Lectures are organized on “Indian Constitution” for the students to be aware of the basic knowledge regarding (a) the territories that India will comprise, (b) citizenship, (c) fundamental rights, (d) directive principles of state policy and fundamental duties, (e) the structure and functioning of governments at union, state and local levels, and (f) several other aspects of the political system.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

**D. Any 1 of the above**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

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

To maintain peace and healthy work atmosphere and make every person aware of national pride and rich cultural heritage the National/ International Commemorative days are celebrated.

Every Year the College celebrates Independence day, Gandhi Jayanthi, Dr A.P.J. Abdul Kalam day . The Institution organises Essaywriting competition, Poster making, Elocution Competition etc

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 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

1. Title of the practice Daily attendance monitoring 2. Goal To achieve 100% attendance in each class 3. The context Difficulty in coping with the studies results in disinterestedness towards studies. Some such students are inclined to slight learning and absent themselves to the classes. In view of evading unnecessary absence to the classes. 4. The practice Students' attendance is

monitored everyday by the Faculty advisors. If any absence is identified, the parents are intimated and reason for absence is obtained. An entry of the same is done in a register exclusively maintained for this purpose. The register is taken to the perusal of the Head of the departments and the Principal and acknowledged by them. The absentees are counseled by the Faculty advisors to make them committed to their studies which eventually fetch a good attendance. 5. Evidence of success This regular follow up of students and parents every day, aids to track the students and keep them in the streamline. The number of students produce 100% attendance is getting enhanced. The Online mode of classes has not affected the attendance. 6.Problems encountered and Resource required In alignment with the absence, some parents do not respond the faculty properly which may affect the result of the students. Contingent upon the parental response they are given an understanding of the necessity of the attendance to cope with the studies. Students are also counseled and guided individually in bringing up the interest in learning. Identified repetition in individual's absence is taken to the attention of the Head of the department and the student is counseled by the department head. Long absence is also encountered occasionally due to the ill-health of some students and notification is sent to the parents for a meeting in person. Parents and students are counseled for unaffected continuance of studies.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/7.2-BEST-PRACTICES.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/7.2-BEST-PRACTICES.pdf</a>
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)

#### INSTITUTIONAL DISTINCTIVENESS

In the Curricular aspects, the best practices followed in the institution add a commendable value. The institution is adopting to the current situation and progressing with good academic results. Internal Quality Assurance Mechanism is prospered well for the conduction of online classes, Internal Assessment and end semester exams. Adhering to the scheduled conduction of theory

classes and practical classes, conduction of end semester examinations aided to produce excellent academic results. Achieved the top 6th position in Anna university Academic performance List. The institution organizes hands on training programmes for faculty and students to enrich their knowledge and competence. Group Discussion provocations mould and empower students in the pursuit of knowledge, values and social responsibilities. Keen attention is given to enhance organizational performance, maintaining higher level of skills for higher productivity, enriching quality and efficiency. The aspiring students in curricular, co-curricular and extra-curricular activities are recognized and given an individual significance to reach their aspirations.

S.A. Engineering College stands erect in upholding its uniqueness in various aspects. The institution strictly adheres to the COVID-19 Protocol as per the guidelines of AICTE and Anna University. It renders an Eco friendly environment and infrastructure to the students for making them a conducive atmosphere to learn. The college is easily accessible to the students from any part of Chennai and its surroundings.

## 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.

The courses in all the programmes of S.A.Engineering College, Chennai are developed and implemented to fulfill the local, national and global developmental needs. The programmes offered by the departments have Board of studies which comprises the University Nominee, faculty members, the subject experts and the alumni and industry expert. Programme outcomes, programme specific outcomes and course outcomes are presented along with the syllabus in the Board of studies meeting. The Board of Studies of each department oversees the relevancy and requirements of the course in the programme that the department offers. As Board of Studies Meeting is conducted every year, it revises the courses as per needs. Though minor revision is a common practice, major revision is also done wherever is required. S.A.Engineering College adopts Choice Based Credit System from 2017 onwards for all its programmes. Students' and teachers' feedbacks are also used for the up gradation of the curriculum

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://www.saec.ac.in/departments/">https://www.saec.ac.in/departments/</a>

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

12

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
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****85**

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

**1.2 - Academic Flexibility****1.2.1 - Number of new courses introduced across all programmes offered during the year****72**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System****12**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

**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

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, the college has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social & ethical values, human values, environment sensitivity etc., thereby leading to the holistic development of students.

The list of courses are:

- Environmental Science and Engineering
- Renewable Energy Systems laboratory
- Waste water engineering
- Participatory and Water Resource Management
- Integrated Water Resource Management
- Herbal Technology
- Irrigation and environmental engineering drawing
- Waste Water Management
- Water and waste water analysis
- Renewable sources of energy
- Disaster Management
- Human Rights
- Environment and Agriculture
- Green Building Design
- Air Pollution and Control Engineering
- Climate Change and its Impact
- Hospital Management
- Hospital Waste Management
- Telehealth Technology
- Introduction to Bioenergy and Biofuels
- Industrial Safety Engineering
- Clinical Trials
- Energy Technology
- Principles of Food Preservation
- Environmental and Social Impact Assessment
- Indian Ethos & Business Ethics
- Total Quality Mangament
- Municipal Solid Waste Management
- Water Resources Systems Engineering
- Energy Conservation and Management
- Professional ethics in engineering

1. As per Anna University norms Students have a compulsory course on Environmental Science and engineering course of 2 and 3 credits is included of all UG programmes. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits and field excursions are organized for students of all programmes. Various programmes on various aspects of environment sustainability are organized periodically
2. Special lectures by renowned people are arranged to instil subject knowledge, moral and ethical values among students.
3. Equal opportunities are given to both the genders in terms of admissions, employment, training programmes, sports activities etc., and so gender issues do not arise.
4. Girls and boys participate in various co-curricular activities such as paper presentations, project presentations, seminars, workshops, value added courses, internships and technical quiz programmes.
5. Women protection cell is established in the college to look into the problems of girl students as well as lady staff members. Awareness programmes were also conducted on health & hygiene, women harassments for both students and staff.
6. International women's Day is celebrated; girls are encouraged to participate. Faculty and students have delivered talks on Role of a citizen for women empowerment.

Awareness programs are also initiated by NSS Unit, which extensively carry out activities like planting saplings for environmental protection and ecological reservation, health and fitness. It also includes blood donation camps, medical check-ups such as eye check -up, sugar test, whole body check- up for both students and staff. Various awareness programmes on Anti-ragging and Anti- Drugs were also organized by the college to instigate moral, ethical and social values

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

6

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

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

951

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

170

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.4 - Feedback System

<b>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</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>A. Feedback collected, analysed and action taken made available on the website</b>
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File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Action-Taken-Feedback.pdf</a>
Any additional information	<b>No File Uploaded</b>

## 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

**494**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)

194

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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.

The college follows various strategies to enhance the students learning skills. During the induction day the parents and students are enlightened about the course, the various rules and regulations of the college. Bridge course is conducted where the newly admitted students get an insight of the basic ideas of the course, so there will be a smooth transition from school life to college academics.

Students counseling plays a very important role to assess the learning levels of the students. Periodic counseling is given by the respective faculty advisors and the slow learners are identified, they are motivated and guided to improve in academics. Periodically class committee meetings are held and difficulties if any are discussed and analyzed. To improve the performance of students, question bank with answers are provided. The performance of the students after every test is sent to the parent, The faculty advisors discuss the performance of the test with their parents to lend their support from their part.

Remedial classes are conducted for the slow learners where individual care is given, special revision is given before the university exams also. In addition motivation is also given by eminent people through motivational programmes.

To cater to the advanced learners guest lecturers are conducted regularly where students interact with eminent personalities. Students are motivated and guided by the staff members to participate in workshops, conferences, symposium and other competitions.

Students are members of various professional bodies, they are guided to organize symposiums and to take up competitive exams.

Students are motivated to enroll in online learning like NPTEL and to take up internships.

- Bridge Course
- Student counseling
- Remedial classes for slow learners
- Periodic Guest lectures
- Motivation by eminent personalities
- Interaction with parents
- Revision classes
- Participation in workshops, conferences, symposium
- Online learning like NPTEL
- Internships

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/teaching-learning-2/">https://www.saec.ac.in/others/teaching-learning-2/</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2020	2213	197

File Description	Documents
Upload any additional information	No File Uploaded

### 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:

#### Class Room Lecture and Interactive learning:

Ø The faculty use chalk and board and audio visual aids in teaching. Students are also encouraged to actually interact during the lecture hour by getting the doubts clarified on the spot. In addition to class room learning our students are

encouraged to for experiential learning, participative learning and problem solving.

#### Experiential Learning:

- Industrial visits are arranged for our students once in a semester.
- Internship: Students are encouraged to attend internship programme in industries.
- Field trip is arranged usually for IV year students for getting knowledge from industries.
- Projects: During the period of study in the 6th to 8th semester, many real time projects are given to the students and they are guided by both faculty and Research personnel. Many of the final year UG and PG projects are Industry based real time projects.
- Value added Course:
- Students are taught advanced versions in Software like Oracle, MATLAB,

PLC/SCADA, E TAP etc in every semester

#### Participative Learning:

#### Student Seminars and Guest Lectures:

- Student Seminars and workshops are conducted to improve their learning skills and
- BEC Training classes are conducted to improve their communication skills.
- Guest Lectures are conducted by inviting eminent persons from Industry and Academics.
- Alumni students are invited for technical talk and interact with the students.
- Students are formed into group and assigned some Power point presentation, seminars and poster presentation on a specified topic
- Placement training periods are allotted for higher semester students and they are trained by professional trainers to ensure them to be placed in good companies.
- Extensive awareness is created among the students about the openings in different public

sector undertakings and the national Level examinations for

Government services.

Problem solving:

Students will do 2 to 3 laboratory courses per semester from 1st to 7th semesters for applying a theoretical knowledge thought in a class room for problem solving in laboratories such as Programming laboratories, electrical and mechanical engineering laboratories.

- More than the required number of experiments, beyond the minimum specified by the university is performed.
- All the laboratories have excellent facilities, both hardware and software based. For the experiments detailed instruction manuals are provided.
- Tutorial hours are allotted in time table for solving problems in problem oriented courses in Engineering Programme.
- Mini Projects
- Hackathon participation
- Organizing Hackathon Events

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://www.saec.ac.in/others/teaching-learning-2/">https://www.saec.ac.in/others/teaching-learning-2/</a>

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

The academic year 2020-2021 was completely affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practice the ICT enabled tools. The use of laptops and internet became a common practice not only for the teachers but also for the students. The IQAC of the University conducted Faculty Training Programme for the development of e-content and the use of e-resources during the year. The teachers are effectively using ICT enabled tools like laptops, headphones, writing pads, internet, video-lectures, audio-lectures, PPT presentations, virtual labs, YouTube links, e-contents etc.

ICT:



Today's society shows the ever-growing computer-centric lifestyle, which includes the rapid influx of computers in the modern classroom. Information and Communication Technology can contribute to universal access to education, equity in education, the delivery of quality learning and teaching, teachers' professional development and more efficient education management.

#### Instructional Methods:

Apart from Chalk and Black Board teaching method, some of the following methods are also used by the Faculty members to make the students for learning the subjects.

- SMART Class rooms and Exclusive seminar halls are available to have interactive sessions for all subjects.
- NPTEL video Lectures are available in the Department and the Main Library where the

students can access learning materials at any time.

- Web based learning with access to online Journals and E books.
- The learning materials for every Course are available in the content server of the College

which can be accessed by the students through the Internet facilities using Wi-Fi available during the College hours.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://www.saec.ac.in/others/teaching-learning-2/">https://www.saec.ac.in/others/teaching-learning-2/</a>
Upload any additional information	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

197

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	No File Uploaded

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

##### Preparation and adherence to Academic Calendar and Teaching Plans by the institution:

Describe the preparation of and adherence to the Academic Calendar and Teaching Plans by the institution.

Present a write-up within a maximum of 200 words.

The institute being affiliated to Anna university, Chennai, the university releases the calendar of events for the affiliated colleges at the beginning of every semester, which includes start and end semester dates of the semester and schedule of examination. In accordance to university calendar the Institute Academic excellence committee prepares the detailed calendar of events at the institute level.

The academic calendar is prepared by the AEC coordinator which is further approved by the principal and provided to all the teachers and students at the beginning of the semester.

It includes the end dates of the semester and re-opening dates of the subsequent semester, value added course, commencement of internal tests, important functions of the college, and Government and institutional holidays.

The college announces academic calendar twice in in an academic year which highlights the teaching days, evens planned for the semester.

The action plan for academic oriented activities like seminars, workshops, conferences to be organized, subject experts to be invited for guest lectures, cultural programs for various

activities are presented in AEC meeting and submitted to the principal before the commencement of the academic year

The unit tests and Internal assessment tests are strictly conducted as per the guidelines of Anna University and as per academic calendar. Three internal assessment tests are conducted as per university norms and two unit tests are conducted as per college norms. After conducting each internal examinations valuation should be completed with two days. The marks and evaluated booklets are verified by the students. In a week of internal examinations faculty advisors update the proctor cards which are discussed in parent teachers meeting and lack of attendance report is also sent to the parents through postal mail.

Based on the internal exam marks, weak students are identified and special coaching is given to them. In the special coaching is given to them. In the special coaching , the teachers explain the tough topics and make the students to write tests, in which university questions are given them to prepare

Students are evaluated continuously based on the Internal examinations and make them ready for university examinations

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

197

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
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

33

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	<a href="#">View File</a>
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)

1328

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
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

Nil

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
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	No File Uploaded
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

University guidelines are strictly adhered to with respect to evaluation process. There are two unit tests and three internal assessments conducted. The schedules of unit tests and internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board.

- Questions are framed, such that they adhere to Anna University standard. It follows the Bloom's Taxonomy and Outcome based Education in which CO's are attained.
- There are 5 Course Outcomes (CO's) for each subject. The first unit test covers one CO from unit I, second unit test covers one CO from Unit III internal assessment question paper is prepared in which first internal assessment test covers two CO's from unit I and II, second internal assessment test covers another two CO's from unit III and IV, third internal assessment test covers all the five CO's from all five units
- The subject handling faculty prepares two sets of

question papers that covers equal number of questions from each unit, covering all the topics with one compulsory question from any of the unit

- Department question paper quality checking committee under the guidance of HOD, checks for the standard of the question paper.
- Principal along with college internal exam coordinator selects the final internal question paper for each subject from the question paper sets.
- Question papers are given to the internal exam coordinators of the department on the day of test, after approval from the Principal.
- Central Internal assessment exams are conducted by the exam cell of institute with invigilation duties from various other department faculties are allotted by exam cell to maintain strict and transparent conduction of exams
- Internal exam coordinator ensures smooth conduction of test and proper valuation of internal books.
- Faculty prepares the answer key / Scheme of evaluation and it is documented with a copy of sample question paper for the future reference.

Internal assessment tests and other measures taken to judge the performance of students is done fairly and in an effective manner. Students are allowed to go through the valued answer scripts of internal assessment tests and doubts regarding evaluation are cleared .Internal Test performance are intimated to the parents via SMS to their mobile numbers

Whenever class tests, internal assessment tests are conducted the results of the students 'performance are used by the faculty to identify slow and advanced learners. Students are encouraged to improve their performance in future by counseling .As mentors and advisors of the students, nearly 20 students are entrusted to each faculty member. The mentors sort out the personal issues, academic and non-academic problems of their mentees and provide counseling and guidance.

Institute is affiliated to Anna University, Chennai, the rules and regulations for evaluation process are laid down by the affiliating University and are communicated to students through syllabus copies supplied in the beginning of first year of

their academic program.

- The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar.
- Schedule for end semester examinations will be communicated during the semester as and when schedule is released by the University.
- The internal assessment evaluation process is communicated to students by the respective faculty and also during orientation programme for first year students.
- Students are given general instructions regarding the evaluation methods of University answer scripts. The periodic instructions issued by the university are promptly communicated to the students.
- The tutors are entrusted with the duty of providing awareness among the students regarding this.
- Further any changes in the evaluation process will be communicated to students and faculty through circulars.
- Syllabus for internal assessment will be communicated to students well in advance.
- Question papers are set based on Course outcomes and are approved by heads of the department.
- Scheme and Solution are prepared by the faculty on completion of the assessment.

Theory subjects are assessed through:

1. Two unit tests and Three internal Assessment tests
2. University external test
3. Assignments
4. Seminars

Practical subjects are assessed through:

1. Model practical tests
2. University external lab exam
3. Mini projects

Projects work assessment:

Faculty members encourage students to do in house projects. They will be provided with necessary hardware and software support. The project assessment is done through:

- Four Internal project reviews
- Final external university project review

We also encourage them to display their projects in Department Project exhibition. Students are also encouraged to present their project ideas in conferences and also publish papers in Journals.

#### Examination procedures

- Processes/Procedures integrating IT

#### Continuous Internal Assessment System

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/examinations/">https://www.saec.ac.in/examinations/</a>

## 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

- The Program Outcomes are displayed on the website and efforts are made to attain all the POs to the maximum extent with University syllabus and additional activities.
- The PSOs are defined and they are made available on the website.
- The faculty frame course outcomes (CO) with guidance given from Programme Assessment Committee and lesson plan of the concerned course.
- The course outcomes of all the programme offered by the institution are displayed on the institute website, through this way the course outcomes are communicated to students and teachers.
- Course outcomes are also displayed on the class notice boards.
- Based on the course outcomes defined, the faculty maps the CO with the program outcomes (PO) and define levels.



- Effectiveness of teaching-learning process can be measured through learning
- outcomes which in turn are measured through the achievement of Programme Outcomes (PO) and course outcomes (CO).

The CO-PO and PSO attainment is calculated at the end of every semester and corrective measures are discussed to increase the attainment further.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

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

CO assessment methods are employed

- Direct assessment method and indirect assessment method are considered for 80% and 20% weightages respectively.
- Internal test assessment and end semester examination assessment are considered with the weightage of 20% and 80% respectively for the direct assessment of CO.

Internal Attainment is the average of attainments obtained using various internal assessment tools.

Total Attainment = 20% internal attainment + 80% university attainment

Attainment of Program Outcomes and Program Specific Outcomes

The assessment is done through one or more than one processes, carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes (CO's) and eventually program outcomes (PO's).

PO Assessment Process

- Direct assessment method -The knowledge and skills learnt by the student are assessed directly from their performance through internal assessment and external assessment processes.
- External assessment- Performance of student is recorded in university theory exams, laboratory exams and project evaluation.
- Internal assessment- Performance of student is recorded through class assignments and tutorials, internal assessment tests, laboratory assignments, seminars and project progress review and evaluation.

These methods provide a sampling of what students know and/or can do and provide strong evidence of student learning.

- Indirect assessment method - This includes feedbacks from all the stakeholders such as student feedback, exit survey, alumni feedback, parent feedback, employer feedback and performance in extra co-curricular activities. Feedbacks are designed to assess the attainment of course outcomes by the engineering student.

Attainment of Course outcomes for each subject obtained through direct assessment method is mapped to correlated program outcome. Also, Attainments achieved through indirect assessment method are also mapped with the correlated program outcome.

Finally program outcomes for entire course is assessed by taking weighted sum of direct and indirect assessment as

- Indirect assessment : Weightage: 20%

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

### 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

722

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf</a>

## 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.saec.ac.in/wp-content/uploads/2022/01/2.7.1-Student-Satisfaction-Survey.pdf>

## 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

Our Institution has a well-established research promotion policy to build a research ecosystem and create a conducive research ambiance for promoting and expediting research activities among faculty members, research scholars, postgraduate and undergraduate students.

The Institution has a Research Advisory committee comprising of Research Dean ,acting as a point of contact to Department Research coordinators , to monitor all kinds of research activities and facilitate high-quality research publications. The Research committee formulates and updates research policies periodically according to Anna University norms and UGC Regulations and ensures that researchers follow the research guidelines and regulations of our Institute.

Departments of ECE, EEE,CSE ,Mechanical has a Research Centre recognized by Anna university s and we are bound by the regulations and policies laid by the university. It is functional with full /part time research scholars carrying out research work under the supervision of Anna University

recognized supervisors. To support and facilitate their research work we have a dedicated laboratory space with state - of - the- art infrastructure for conducting Research & Development activities.

The Institution offers Seed Money to encourage faculty members, research scholars, and students to participate / collaborate in research activities and apply for research grants to funding agencies. The award of Crescent Seed Money will be based on the quality of the research proposals and the required budget to execute the research work

The Institution offers Research Incentives to motivate the faculty members to publish quality research publications, availing sponsored research projects, patent filing process, and other research-related activities. The incentives are awarded based on Scopus / WOS indexed journals published, books, book chapters, the amount sanctioned for sponsored projects, and granted patents

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
Any additional information	No File Uploaded

### 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)

0

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	<a href="#">View File</a>
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

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
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)

68.46824

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

**3.2.2 - Number of teachers having research projects during the year****6**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional Information	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
List of research projects during the year	<a href="#">View File</a>

**3.2.3 - Number of teachers recognised as research guides****15**

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

**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	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
Any additional information	<b>No File Uploaded</b>

**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 had created an Innovative Ecosystem to foster research activities by providing the essential research facilities and support. The various research facilities are**

Centre for Unique Product Development and Business Incubation (CUB) and Centre for Innovation

Promotion and Entrepreneurship Development (CIPED)

S.A. Engineering College has a CUB & CIPED to promote and support untapped creativity of individual innovators and to assist them to become technology based entrepreneurs.

S.A. Engineering College has applied a financial grant in the year 2014 for a Business Incubation Centre from Ministry of MSME, GOI. In the year 2015, SAEC has got sanctioned as business Incubation Centre considering the various facilities and experts available with the institutions. In the year 2016 around 25 Ideas was submitted by various Individuals for scrutiny. On various aspects are considered 10 Viable Ideas are shortlisted to submit to Ministry of MSME. During 2017, among the 10, 2 Ideas are clubbed with the similarities of the stream and the panel has accepted for 8 Ideas and a detailed phase wise plan was invited. During 2018 the Union Cabinet Ministry has decided to fund in full towards skill development thee Incubation projects submitted has suffered without fund.

S.A.Engineering College - Institution Innovation Council(SAEC-IIC)

The primary objective of SAEC-IIC is to encourage, inspire and nurture young students by supporting

them to work with new ideas and transform into prototypes. The various Functions are:

1.To conduct various innovation and entrepreneurship-related activities prescribed by Central MHRD

Innovation Council in time bound fashion.

2.Identify and reward innovations and share success stories.

3.Organize Hackathons, idea competition, mini-challenges etc. with the involvement of industries.

S.A. Engineering college- Institute Innovation Council was inaugurated by Shri.J.Chandrasekaran,

Founder and CEO-WATSAN Envirotech Pvt.Ltd. on Thursday, 22 August 2019. .Dr.Baskar highlighted the

various activities of IIC such as IPR, Innovation, Internship,Start up, Social Media, ARITA and NIRF.

Motivation program was conducted on Tuesday 24th September 2019 by Dr.Sevvel.P

(Professor,Mechanical department, SAEC) on the topic "How to become a SMART INNOVATOR). Sixty

students of interdisciplinary department attended the motivation program.

SAEC-IIC had organized an Innovation day on account of 88th birth anniversary of People' President

Dr.A.P.J. Abdul Kalam. Advisor Dr.S.Mohan expressed the importance of Research and Innovation in practical life and inspired the faculties and students by sharing his research and innovation experiences.

Principal Dr.G.S.Kumarasamy felicitated the gathering and motivated the students to impose innovative

ideas in their projects.

Centre for Intellectual Property Rights

The Centre for Intellectual Property Rights had set a MoU on the Tenth day of January, 2013, between, IP DOME - IP Strategy Advisors in SA Engineering college. It plays a vital role in carrying out the functions such as



- Intellectual Property awareness among students, faculties through streamlined awareness campaigns, short-term Intellectual Property modules, seminars, workshops and conferences
- Providing Legal & Technical Assistance to them for protecting their IP and also for Patent & Design, Trademark, G.I. searching & filling facilities

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>

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

Nil

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
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**

**B. Any 3 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	No File Uploaded
Any additional information	No File Uploaded

### 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

10

File Description	Documents
URL to the research page on HEI website	<a href="https://www.saec.ac.in//research">https://www.saec.ac.in//research</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
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

73

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in/others/research-3/">https://www.saec.ac.in/others/research-3/</a>

### 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

1011

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 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

34

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

1.152

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
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

S.A. Engineering College not only excels in Academics & Curriculum but also in other activities like NSS, YRC etc., for the holistic development of the student community. The NSS unit of S.A. Engineering College takes part in various activities organized by the government. Since 2014-2015 we are regularly conducting Medical camp, Blood donation camp and many kind of awareness programs. The list of events conducted during the year 2020-21 is listed below:

- Blood donation & Medical camp

- National Youth Parliament Festival
- Dry Eye Awareness Program
- Fresh Voter Enrollment
- World No Tobacco Day- Awareness
- Lecture on Indian Constitution

Blood donation camp emphasizes the sense of responsiveness and kindness among donors and also inspires in them a sense of commitment and ethical responsibility. Programs on women empowerment creates awareness among girl students of their condition and their rights, and among boys a sensitivity towards problems of women, leading to decreasing of gender bias and patriarchal prejudices. All these leads to informed, balanced and responsible citizenship. The activities listed above are indicators of the manner in which multiple issues of social, political and economic significance are discussed and dealt with in order to create sensitivity and understanding among students and contribute to the balanced development of their personality, so that committed and ethically informed citizenship is created. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

#### Women Empowerment Cell

The women empowerment cell is established to empower and safeguard the rights of female members: faculty staff and students of S.A.Engineering College. It enables the women folk to pursue their goals in a safe and supporting environment. The mainfunctionof thecellis to promote gender sensitivity in the campus. The cell conducts activities such as guest lectures, workshops, seminar and various competitions for the intellectual and social upliftment of women. The Women Empowerment Cell shoulders the responsibility of following the mandatory guidelines and directions regarding the security arrangements for female members of our Institution.

#### Name of the Cell

Women Empowerment Cell (WEC)

#### Aim

To promote the intellectual and social upliftment of female members: faculty staff and students. The cell strives for facilitating women empowerment through guest lectures, seminars and other welfare activities.

#### Objectives

To create awareness that woman empowerment is integral to the overall development of the country.

To provide opportunities for female members of SAEC to be financially, mentally and emotionally empowered

To promote a culture of respect and equality for female members of SAEC

To create awareness about various crimes against women and its prevention.

Organise various activities to create awareness of their health, security and social wellbeing.

Celebrating womanhood by observing International Women's day every year.

Counselling services for girls.

#### CONSTITUTION OF THE WEC

Name of the Member

Position

Dr.G.H.Kerinab Beenu- Professor & Head-MBA

Co-ordinator

Ms.K.M,Danalakshmi Asso. Prof./ECE

Asst. Co-ordinator

Ms.Sermakani,Asso.prof./IT

Member

Ms.Aarthi Nagaraj Asst. Prof/Civil

Member

Ms.Pamavathy Asst. Prof/CSE

Member

Ms.Priyanka Asst. Prof/EEE

Member

Ms.Valarmathi Asst. Prof/ECE

Member

Ms. M.Lishmah Dominic Asst.Prof/MBA.

Member

Ms.Anitha Asst. Prof./MCA

Member

Ms.Malathi Asst. Prof. /H&S

Member

Activities for the Academic year 2020-21

S.No

Date

Arranged By

Name of the Session

Resource Person Details

Participants Details

1

8-3-21

WOMEN EMPOWERMENT CELL

International Women's Day Programme

Ms. Josephine Jeyashanthi

Author & Novelist

200 students & Female faculty

2

4.3.21

WOMEN EMPOWERMENT CELL

Essay Competition -

Tamil & English

'Sathanaigalai Therivu Sei'

'Choose to Challenge'

Judged by:

Dr.C.Arunachala Perumal

Prof. ECE Dept.

52 Girls Participated

3

5.3.21

WOMEN EMPOWERMENT CELL

Speech Competition - Tamil & English

'Sathanaigalai Therivu Sei'



**'Choose to Challenge'**

Judged by:

Dr.Hariharasudhan

Prof. H&amp;S

Dr.Senthil Kumar

Prof.H&amp;S

65 Girls Participated

4

6.3.21

WOMEN EMPOWERMENT CELL

Poster Competition

**'Women in every Walk'**

Judged by:

Dr.Kamalakannan

Prof.EEE Dept.

33 Girls participated

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

**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**

6

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
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)**

6

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

693

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

134

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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)**

3

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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.

The Institution was established by the Dharma Naidu Educational & Charitable Trust in the year 1998-1999. The college is approved by AICTE Delhi and affiliated to Anna University, Chennai, Tamil Nadu. The college has excellent infrastructure and learning resources including 54 ICT enabled classrooms and seminar halls, 62 fully equipped laboratories and other support facilities.

The college offers 6 U.G programmes and 7 P.G programmes. Four U.G Programmes has been recognized as research centre by Anna University, Chennai.

The Institution is provided by 100 Mbps internet facilities. The College is Wi-Fi enabled campus. The physical facilities consist of classrooms, seminar halls, laboratories, Alumni cell, Placement and training cell, Sports centre, Students Activity centre, Library, etc.. Spacious and well-ventilated library with a collection of books, rare books, manuscripts, special reports, E-books, E-journals, Videos etc. The College Central Library is an institutional member of prestigious libraries such as the DELNET, AICTE - ELSEVIER, AICTE - IEEE Delhi.

The Budget for infrastructure, Physical, academic and library resources are earmarked annually based on the recommendations of respective committees constituted for upgrading, maintaining and utilizing the budget. The college upgraded its IT facilities including software, Server Configurations etc. Totally 1099 systems are provided to the entire department labs with configurations of core i3 Generation 4GB, 500 GB hard disk with LAN connectivity are available to carry out academic and administrative work. Fire Safety equipment is maintained in the campus as precautionary measure.

The college provides excellent, well furnished and comfortable hostel accommodation separately for outstation boys and girls with strict overall supervision of the management. The Maintenance of Physical, Infrastructural, academic and support facilities has been carried out regularly. Power supply capacity is about 1250kva HT supply, with two gensets capacity of 250 kva and 125 kva for uninterrupted power supply. These power systems are serviced periodically to avoid inconvenience during failure. To ensure hassle free and safe transportation to staff and students, Institution provides transports to all major routes in and around Chennai, Kanchipuram and Thiruvallur.

#### Classrooms:

The institute regularly updates the physical infrastructure to meet AICTE / Anna University requirements. In Overall, the college has 71 classrooms/Tutorial Rooms, 62 spacious laboratories for all the six UG and two PG programmes. Modern laboratories are established in the institution for the conduct regular practical classes. The Institute has improved the teaching-learning process with contemporary aids and created 54 Technology Enabled Classrooms with LAN/Wi-Fi facility, LCD projectors, Smart boards etc., The smart class rooms and seminar Halls are used to conduct the special programmes like seminars, workshops, symposiums etc.

#### Laboratories:

All the Laboratories of the college are fully equipped with

advanced equipments. Each department has its own computing facility with the latest software to meet their own requirements for carrying out academic and research works. Students are encouraged to pursue their study/project work in the emerging areas of research.

#### Library:

Spacious and well-ventilated library with a collection of 55732 books, 17310 unique titles, 9329 E-books, 1643-journals and 6478 CD's/DVD Videos. The central library and reading hall have a good capacity where 200+ users can seat and study comfortably. The library provides DELNET, IEEE, SCOPUS, NPTEL-SPOC Member and computers with internet facility for students and teachers.

#### Medical Facility

Health is Wealth. SAEC supports students health for which our management has approved for the setting up of medical clinic in the College premises. Dr. GNANAM M.B.B.S is taking in charge of servicing the sick students and staff.

#### Transport

The College has a fleet of 30 buses to transport students and staff from various parts of the city and its neighborhood areas to the College and back home.

#### Cafeteria and Mess

The multi-cuisine cafeteria of the College is a two-storeyed building which kindles the taste sense and caters to the hunger needs of Guests, Inmates, Visitors, Staff & Students. It can accommodate 400

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/">https://www.saec.ac.in/resources/</a>

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

The Physical Education Department is headed by Dr.A.Ramakrishnan, Mr.S.Mathew and Ms.Thenmozhi Facilitates for sports & games.

The Institution has adequate facilities for sports, games (Indoor, Outdoor) and Gymnasium.

The Department of Physical Education and sports which provides excellent sports facilities and fully equipped gym with multiple station for both Boys and girls. Students are given training in all sports and games to take part in Colligate, Inter-Collegiate, Zonal, Interzonal, All India Inter university, State and National level Competitions. The College Physical Directors regularly train the students in various games such as Ball Badminton, Basketball, Cricket, Volleyball, Kho-kho, Hockey Handball, Table Tennis etc.

To motivate sports players the college provides incentives like travelling allowance, dearness allowance, and sports kits to all the players. The provision of travelling funds under seed for national players is made available. The college also gives concession in tuition fee to the sports students.

#### Sports Outdoor and Indoor Games:

1. Every year we organize SA trophy- State level Inter Collegiate and School event tournament for Basket Ball, Volley Ball, Table Tennis, Tennis, Ball Badminton and Chess was .A total cash prize of Rs.5,00,000 lakhs was awarded to winners.
2. We Organize Anna University Inter Zonal and Zonal Tournaments.
3. We conduct Annual Sports day and Intramural in our college during the month of March. Dr.A.Ramakrishnan will Coach Men team Hockey, Kabaddi, Basketball, Ball Badminton, Hand ball and Athletics.
4. Mr. Mathew will Coach Men team Cricket, Football, Badminton KhoKho, Volleyball, Table Tennis. Mrs. Thenmozhi will Coach women team Table Tennis, basketball, Volley ball Ball badminton.
5. Sports students are given two hours of for practice session in afternoon from 2.00pm to 4.00 pm

## Sports Center

SAEC involved in the concentration of sports activities of the students and staff members, Students are encouraged to take part in various kinds of physical activities to keep their body and mind strong and alert. SAEC has Separate Sports Center inside the campus.

## Gymnasium

Well equipped gymnasium is available within campus for students as well as faculty. Physical activity is good for your mental health. Regular exercise can also boost your self-esteem and help you concentrate, sleep, look and feel better.

## Yoga Center

The Yoga centres help and enrich the student with enthusiasm and spiritual feeling. The student's performance is improved with positive attitude.

## Cultural Activities

The S.A Engineering College has a vibrant celebration of cultural events. The cultural activities will encourage the students to develop their multi-talents in various events like Solo Dance, Group Dance, Solo Singing, Group Singing, Mime, Essay Writing, Vegetable Carving, Rangoli etc., the talent of the students are exposed both in on-stage and off-stage events.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/gallery/">https://www.saec.ac.in/gallery/</a>

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

54

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

173

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
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)

S.A. Engineering College Central Library is Fully Automated with AutoLib Software Version 6.2 (Web Based) Integrated Library Management System. Total of 55732 Volumes and 17310 Tiles are available. In addition to which, the Central Library also subscribes 9329 E-Books, 98 Printed Journals, 1643 E- Journals, and 12 News Papers. Books are classified and arranged according to the Dewey Decimal Classification Order (DDC). In this fully automated library, students and staff members can search the books by author, title, Account No., Publisher or subject heading and their availability.

Central Library has a special facility called WEB OPAC which allows the user to search library holdings from any location with internet access. A user can access the bibliographic details of book from the WEB OPAC. In addition Library Provide the Mobil APP facility to members to searching the Resource like Books, Journals, Question Papers and E- Books, etc., Books



Renewal and Reservation also made through Mobile App.

Central Library is registered member of National Digital Library (NDL, an initiative of MHRD, Govt. of India). NDL provides support for all academic levels including researchers and life-long learners, all disciplines, all popular form of access devices and differently-abled learners. It is being developed to help students to prepare for entrance and competitive examination, to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources.

Library also has recorded videos of NPTEL course contents which will be useful for teacher training and through them improve the quality of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/library/">https://www.saec.ac.in/resources/library/</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

**3.91937**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

300

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
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

Institution has,

Upgraded its IT facilities including Wi-Fi frequently as per the needs and requirements in the last five years.

Upgraded the internet connection bandwidth with 100 Mbps.

Maintained its IT facilities with upgrading the configurations of computers.

Printers, scanners, smart boards, interactive LCD projectors, online admission process and various software.

Enhanced the teaching and learning process through e-resources, NPTEL online courses, video lectures.

Description of IT facilities:

**LAN facility:**

There are data network switches (Giga byte), POE network switches (GB) for access points, CCTV cameras, Intercoms and 1 SOPHOS Cyberoam fire wall for content filtering users simultaneously. 100 Mbps of internet connectivity is shared across the campus

**Server Configurations in Data Centre**

There are servers with Xeon E-5 version-2, 32 GB RAM, 1.2 TB hard drives, which are served as Domain Controller (DC), Additional Domain Controller (ADC), faculty biometric server and application servers.

**Workstation**

Totally 1099 desktops are provided to the entire department labs with configurations of core i3 Generation 4GB, 500 GB hard disk with LAN connectivity are available to carry out academic and administrative work.

**Software**

Genuine windows licenses, with window 7pro and windows XP. 375 Microsoft office standard and professional editions for departments are also available.

We also use open source operating systems such as Ubuntu and CentOS. All windows systems are protected with anti-virus

**Printers**

52 Laser jet printers, 3 Xerox work centres and 12 scanners are provided across the campus for academic and administrative purposes.

**WiFi**

Extendable Wi-Fi access points are placed in various places like Library, corridors, Labs, hostel, Canteen and outdoor.

Wi-Fi access is provided to all the students which is monitored and controlled by SOPHOS

Cyberoam fire wall at the IT department for secure content access.

All access points are routed to a Wi-Fi controller in the Data Centre where configuration and updates are maintained in a centralized fashion.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/gallery-computer-science/">https://www.saec.ac.in/gallery-computer-science/</a>

**4.3.2 - Student - Computer ratio**

Number of Students	Number of Computers
2213	1082

File Description	Documents
Upload any additional information	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus**

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.3.4 - Institution has facilities for e-content development: Facilities**

B. Any three of the above

available for e-content development Media  
Centre Audio-Visual Centre Lecture  
Capturing System (LCS) Mixing  
equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/library/">https://www.saec.ac.in/resources/library/</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)

247

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
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.

##### Class Rooms/laboratory:

The laboratories are furnished according to the statutory rules. Regular cleaning of the machines has been undertaken by lab technicians. After utilizing lab, all the motors, generators, lathe machines were serviced periodically and the measuring instruments were calibrated to ensure its accuracy of measuring to perform the lab experiments effectively.

Before the commencement of the academic year, a lab audit is conducted and a report on the requirement of new equipment, replacement of the old equipment and modernization of machines/software is prepared along with requirement of consumables, non-consumables as per the university guidelines

to conduct experiments. Regular inspection of machines is organized.

The breakdown of equipment is recorded and serviced with the approval of Head of the department and HOI. Replacement for the breakdown system will be replaced as early as possible.

Installation of antivirus and firewall ensure that the software and system is secured. Entry register for all the labs and seminar halls are maintained for tracking and utilization. For system related trouble shooting, the technical staffs will examine the issues and sort out effectively for next usage. If the problem is minor, the technical support

staff of the lab will rectify it. For major failures, support from vendor is taken. Periodic maintenance is done by regular cleaning of the lab spaces, software updates and antivirus updates. The stock is verified for the available equipment's and discarded equipment's, by a meticulous stock verification process by HOD. Fire Safety equipment is maintained in labs as precautionary measure.

## SPORTS

Institution's sports activities were carried out by our three physical directors effectively. Our institute is provided with spacious outdoor games such as basketball ground, volley ball, tennis ground separately and well maintained with world class quality measures. The spacious indoor games are also present in college premises. The sports equipments were well maintained periodically. To ensure our quality strength, we are conducting district level and overall zonal level matches in our institutions. The damaged sports equipments will be replaced immediately to assure the quality maintenance. Students are permitted to play at evening. On duty will be provided to practice for any competition. Students are permitted to utilize and take sports material with prior notice to the Physical Director. In case of any damage observed, the same is recorded in the register pending further action.

## LIBRARY

Books are issued based on Software. Each student can take two books for a period of 15 days. Issue of has to be returned on or before the due date stamped on the slip pasted on the book. Reference books are to be reserved and will not be renewed and reissued. Barrowers are the complete responsible and have to replace with the same if they lost the books. If the books are lost, then the borrower replaces the books of the same edition or latest edition or pay double cost of the book after getting permission from the Principal. Toppers can access the library books for the whole semester of their tenure with no return date's constraints.

#### Power Supply and Electrical Maintenance

Power supply capacity is about 1250kva HT supply, with two gensets capacity of 250kva and 125 kva for uninterrupted power supply. These power systems are serviced periodically to avoid inconvenience during failure. Half yearly maintenance and annual maintenance were done regularly and records are maintained by supporting staffs. As an initiative of green technologies, we have provided 105kva of solar panels in- order to utilize the electrical supply effectively and efficiently.

Power supply is maintained by our supporting staffs (Electricians) and electricity is maintained by electricity board/ captive gensets for 24hours. solar 85kva, and 20kva, street light 25nos, 1250kva, 250kva 125kva. A solar light are placed inside the campus for environmental sustainability.

#### Garden Maintenance

Tree plantation and garden maintenance are done by the gardener appointed by the institute. NSS, YRC maintain certain areas of the college clean and for planting of trees, certain areas are allotted for each department to maintain the trees and campus clean and green.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/resources/">https://www.saec.ac.in/resources/</a>

#### 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**

1077

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Link to Institutional website	<a href="https://www.saec.ac.in/wp-content/uploads/2022/01/5.1.3-Capacity-Development-Activities.pdf">https://www.saec.ac.in/wp-content/uploads/2022/01/5.1.3-Capacity-Development-Activities.pdf</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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



947

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>

## 5.2 - Student Progression

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

432

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of outgoing students progressing to higher education****23**

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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****4**

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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****0**

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

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

**ACADEMIC ROLES: Class Committee:** To improve the teaching-learning processes class committee is formed with student members and the Faculty. The committee holds meetings 3-4 times a semester to discuss the teaching learning processes and other

issues. During such meetings student's members are free to express their opinions and offer suggestions.

**Alumni committee:** Alumni are elected as Executive members to run the Alumni association. They do take active part along with the Faculty office bearers in conducting the meetings every year. Alumni were invited for Lecture in to make the students aware of the latest trends and also to guide them in their career.

Alumni do take part in DAC meetings and offer their valuable suggestions on academic improvements.

**ADMINISTRATIVE ROLES:** Anti-Ragging Committee: Students representatives were formed to look into ragging problems, if any, and confidential reporting to the committee coordinators  
 Women Empowerment Cell: Girl students do participate in various programs organized by the Institution towards women empowerment.

**Professional Societies:** The institute has several professional societies under various departments and students are members of such society and do involve themselves in the administration of such committee.

- ICI student chapter
- Computer Society of India (CSI)
- Institution of Engineers India Ltd

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saec.ac.in/wp-content/uploads/2022/01/5.3.2-Student-Council-Activities.pdf">https://www.saec.ac.in/wp-content/uploads/2022/01/5.3.2-Student-Council-Activities.pdf</a>

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

2

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 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

S.A Alumni Association was formally inaugurated in the year of 2005 with an intention to bridge the gap between Alumni and the institution. Alumni Association is administered by an Alumni Committee. It is very active in promoting interactions among the alumni, staff and the management.

Alumni are elected as Executive members of this committee. They do take active part along with the Faculty office bearers in conducting the meetings every year.

An interaction program between the alumni and the students is being conducted every year on January 26. During this program career guidance towards the employability, technical skills desired by the employer are discussed

Alumni are invited to offer guest lecture, career guidance to our students so that students are motivated and also exposed to current trends in various fields of Engineering and management. Alumni are invited to our campus to act as Judges for the technical symposiums conducted in our college. Alumni are invited to take part in the Department Advisory Committee (DAC) meetings conducted by the respective departments every year. Alumni also post their testimonials as to how successful they are in their career which indirectly stimulate our students to emulate them.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.saec.ac.in/wp-content/uploads/2022/01/5.4.1-Alumni-Participation.pdf">https://www.saec.ac.in/wp-content/uploads/2022/01/5.4.1-Alumni-Participation.pdf</a>

#### 5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

##### VISION:

To transform our institution into quality technical education center imparting updated technical knowledge with character building.

##### MISSION:

To create an excellent teaching and learning environment for our staff and students to realize their full potential thus enabling them to contribute positively to the community. To significantly enhance the self-confidence level for developing creative skills of staff and students.

The following strategic characteristics and Practices enable the College to realize its vision:

- Modern and precise educational practices that enable the quality Engineers

- An atmosphere that encourages the student's personal commitment to the educational success for the prolific society
- Education and research collaborations with other Institutions and Industries
- Highly victorious alumni who contribute to the profession in the world wide society
- Undergraduate and Post graduate Educational programs that incorporate global awareness, professional skills and team building across the program of study
- Guidance that makes students for interdisciplinary engineering project work
- Leadership and commitment to meet society needs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>

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

The institution believes in promoting a culture of decentralized governance system :

The department decides on timetable, subject allocation, purchase of equipment and consumables, budgeted allocation, organizing guest lectures and workshops, recommends necessary industrial visits, implant trainings, MOUs and work to achieve its goals, vision and mission.

All academic and administrative activities are decentralized and management decisions are taken based on discussion and deliberations in class committee meetings, department meetings, monthly faculty meetings and HODs meeting with principal, Correspondent of Institution Management higher officials. Finally the Principal coordinates between departments,

administration and management. Minutes of these meetings are available.

Participative management:

Yes, the College promotes culture of participative management which enables staff and students to voice their opinions and suggestions which are considered for improvement.

This system of communicative management gives freedom to express their opinions for improvement and address their requirements. Participative management allows collaboration between departments and thereby improves the quality of management.

The various committees are formed to frame the guidelines, to take part in monitoring and controlling the entire processes of Academic, Finance, Research and Students welfare and Academic Evaluation which is a evidence of decentralization.

The following committees are formed:

Internal Quality Assurance Cell

Planning & Monitoring Committee

Academic Excellence committee

Research and Development Committee

Discipline committee

Alumni Committee

Professional Societies and Women Empowerment

Placement and Training Committee

Resource Management and Budget committee

Anti-Ragging and Social Service Committee

Grievance Redressal Committee

**Internal Compliance Committee**

All the above committees are supervised by a coordinator with a committee member from each department which enables smooth functioning of the committee without any flaws.

In addition to the above, various Stand-alone committees are also formed to administer the following: Library, Sports, Transport, Hostels, Office Administration and Health Care centre.

Students also actively participate in NSS activities under the guidance of the Faculty which shows participative management in all aspects.

Head of the Departments monitor the execution of academic, research, student activities, placement, and discipline in their respective departments. Assistant Head of the Department, Section Coordinators, Class advisors and Faculty advisors work as a team for the smooth functioning of the departments.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>

**6.2 - Strategy Development and Deployment**

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

**CurriculumDevelopment**

S.A.Engineering College is an Autonomous institution affiliated to Anna University; henceforth the curriculumis framed by concern department subject handling faculty. After getting approval from Board of Studies members, the curriculum is finalized and followed currently for First years.The II years, III years and IV years are following 2017 regulation as prescribed by Anna University. Course Coordinators after



discussing with the subject in charges decide any specific topics can be taught for better and easy understanding of the subjects. These topics are approved in DAC and framed as Content beyond Syllabus. CBS is followed for both practical and theory subjects.

### Teaching and Learning

Academic Excellence Committee monitors the effectiveness of teaching and learning methods followed in the college. Academic schedule is framed by the committee and it is approved by the Principal. All academics follow up the academic schedule.

Teaching pedagogy methods that is to be followed by each course is decided by the course coordinators and the same is incorporated. Microsoft teams software owned by college has been used to conduct classes effectively and for conducting meeting in online mode. Pedagogy methods include Power Point presentations, 3D presentation, Nptel videos, Lab based teaching, Google classroom, Usage of ICT tools, Mini projects etc,

Class committee meetings are conducted thrice in a semester before the Internal assessments. Any grievances and difficulties reported are sorted out immediately so as to ensure the correctness of teaching & learning methodologies. Due to pandemic industrial visits were not conducted in this 20-21 and many online webinars were conducted for students.

### Examination and Evaluation

Exam cell wing headed by Controller of examination ensures the conduction of tests as scheduled in the academic calendar without any flaws.

Checking the quality of question papers and answer book evaluation by subject experts in all departments

Allocation of invigilation duties was in a centralized manner for online exams.

Answer book evaluation is done by the concerned in charge, followed by answer book evaluation by subject experts.

Mark entry is in google sheet shared by MM process owner.

Due to Pandemic COVID' 19, In 2020-2021 Odd & Even semester, End sem exams were conducted in Microsoft teams App and Results are published using Rovam Software based on student's internal marks and End sem exam' performance as per Government and Management order.

#### Research and Development

Faculty with PG degree are encouraged to register and pursue their doctorates.

The cell motivates all faculty members of SAEC to submit proposals to various funding agencies to carry out research projects and to organize sponsored events like seminar, Workshops, Conferences etc.

Initiation taken to promote interdisciplinary projects .

#### Support towards collaborative research

Promotes research by motivating the ideas/innovation of faculty and students through filing of patent and subsequent publication of the same.

The centre not only focuses on research in core department but also on Science and Humanities. In continuation with this, Anna university research centre for the department of Mathematics was filed.

Quality publications is another way of evaluating the research atmosphere in an institution. Hence, the cell appreciates and insists the student and faculty for publication of their research findings in reputed conferences and journals.

#### Library, ICT and Physical Infrastructure /Instrumentation

Our library is fully automated with MODERNLIB automation software.

OPAC catalogue search is available.

Smart board, computer &Wi-Fi, Projector, PALPAP software, SWAYAM, Proquest-Journal, IEEE Journal, DELNET E-books &Journal are the e- resources available in our library.

Photo copying and printing services are provided to staff, students and outsiders.

Providence College library plays a vital role in the life of students by being a centre of learning on the campus. The books meant for academics, learning and reference are extensively made available to them anytime from 8.30 am to 5.00 pm. Our library has become an inherent part of research, helping scholars with useful material. Our library is fully automated with MODERNLIB automation software. Books are issued and collected back using Bar-coded system. OPAC catalogue search is available. Smart board, computer & Wi-Fi, Projector, PALPAP software, SWAYAM, Proquest-Journal, IEEE Journal, DELNET E-books & Journal are the e-resources available in our library. Photo copying and printing services are provided to staff, students and outsiders.

ICT:

Today's society shows the ever-growing computer-centric lifestyle, which includes the rapid influx of computers in the modern classroom. Information and Communication Technology can contribute to universal access to education, equity in education, the delivery of quality learning and teaching, teachers' professional development and more efficient education management.

Instructional Methods:

SMART Class room was created by our college own Microsoft teams App and effective online teaching was conducted by our faculty members.

Students can access learning materials at any time which was posted in Microsoft teams.

NPTEL video Lectures are available in the Department and the Main Library where the

students can access learning materials at any time.

Web based learning with access to online Journals and E books.

The learning materials for every Course are available in the content server of the College which can be accessed by the students through the Internet facilities using Wi-Fi available

during the College hours.

#### Human Resource Management

Human Resources aims at quality improvement of the faculty.

Due to Pandemic COVID' 19, In 2020-2021 Odd & Even semester, turn duty was allotted and faculties were allowed to work from home to ensure their safety as per Government and Management order.

The norms which were implemented previously such as Provident Funds, Insurance, Casual leave, Maternity leave with pay for 3 months is also in effect.

Faculty's wards are given special fees concession in SudharshanamVidhyaashram School.

#### Industry Interaction /Collaboration

The institute has constituted IQAC Cell & it has Industry representatives for suggestions with regards to curriculum development & other academic activities. Our training & placement cell continuously strives for networking with industries for placements & internships. The Institute has signed MOU with many reputed companies like GOX, IMMARTICUS, G.K Power Expertise, These MOU'S are signed for mutual benefits, mainly for value added courses, Certification courses, internships, incubation centers& projects.

#### Admission of Students

Students are admitted based on government norms. The management along with administrative staff review the admission process every year. Admission cell was framed with Faculty members of each department to assist in guiding the candidates and their parents during the admission. Faculty members of each department assist in guiding the candidates and their parents during the admission. The College website and prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form. A customized admission software package has been introduced to facilitate the admission process. Merit scholarship is provided for students secure more marks.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>
Upload any additional information	No File Uploaded

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.

The Governing Body, Chairman, Secretary & Correspondent are responsible for Policy making and to verify the reports. All academic and administrative activities are decentralized and management decisions are taken based on discussion and deliberations in class committee meetings, department meetings, monthly faculty meetings and HODs meeting with principal, Correspondent of Institution and Management higher officials. A committee comprising of faculty members and administrative staff are involved in the planning and implementation, academic audit and evaluation. There are different bodies that give academic and administrative leadership to the institution. Constitutional bodies such as IQAC Cell, Anti-ragging Cell, Academic excellence committee etc., as per the university government guidelines enables smooth functioning of the organizational structure of the institution.

#### Service Rules:

The institution strictly follows the service rules according to the AICTE norms. It's been uploaded on the website too. The institution runs for 8 hours. The teaching and non-teaching faculty have the benefits of PF, ESI, Casual Leaves, Earned Leaves, Medical Leaves and Maternity leaves etc.,

(a) These rules shall be called "S.A. Engineering College, Chennai, Service and Conduct Rules" and comes into force from the month of August 2010. These rules supersede all the rules put into force, previously.

(b) These rules shall apply to all categories of employees (Teaching and Supporting Staff Members).

**Definition:**

- (a) 'College' means S.A. Engineering College, Chennai
- (b) 'Trust' means Dharma Naidu Educational & Charitable Trust, Chennai.
- (c) 'Teaching Post' means a post carrying a definite scale of pay / consolidated pay sanctioned without limit of time and included in the cadre of sanctioned posts.
- (d) 'Supporting Staff Members' means a person appointed in a Non-Teaching post to which no other person holds a lien.

**Appointing Authority:**

Recruitment is taken place according to the norms of the University, a body comprising of Secretary, Correspondant, Principal, HOD and Subject experts decides the worthiness of the faculty member by his/her performance in the interview according to the parameters they are looking for

**Appointment on Contract:**

Appointment of faculty and other Staff Members can be made on contract basis by the Management subjected to the approval of the Management/Trust.

**Termination of Service/Resignation:**

- (a) Based on the opinion of the appointing authority, the efficiency of an employee has been impaired due to any infirmity, his/her retention in service is considered undesirable, his/her services may be terminated, by such appointing authority.
- (b) Any employee of the College may withdraw his/her engagement, by submitting to the appointing authority, three months' notice in writing or payment of three month salary in lieu thereof, if agreed by the appointing authority, provided that the appointing authority may, for sufficient reasons, call upon the employee concerned to continue till the end of the academic session, in which the notice is received.
- (c) The other terms and conditions of such employment shall be specified by the appointing authority in the letter of

appointment.

**Retirement:**

(a) The age of retirement of teaching faculty member shall be as per AICTE Norms.

(b) The age of retirement of other non-teaching Staff Members shall be as per the State Government Rules or as may be decided by the Management/Trust.

**Leave:**

(a) Staff Members are eligible to avail One day Casual Leave for every completed month of service.

(b) Such leave can normally be availed only with prior approval of the Head of the Institution i.e. the Principal.

(c) Leave application should be submitted to the Head of the Institution (Principal) before 12.00 AM of the previous day/day of avail of leave.

(d) In emergency cases whenever the Staff Member is unable to get prior sanction of leave, he/she should inform to the Head of the Department concerned, over the phone after altering the workload, about his/her absence on leave. In such case, the leave application should be submitted for approval on the immediate reporting day with relevant supporting documents; otherwise his/her absence will be treated as "Absent".

**Vacation:**

Staff Members are permitted to avail Summer/Winter Vacation on the following conditions.

(i) The eligible period of vacation for Teaching Staff Members is as follows.

(ii) Vacation period shall include Saturdays, Sundays and holidays (preceding, succeeding and in between).

**TEACHING STAFF MEMBERS**

**Experience within the Institute**

Summer Vacation

Winter Vacation

One year completed

04 weeks

01 week

Six months completed

02 weeks

NIL

NON-TEACHING STAFF MEMBERS

Experience within the Institute

Summer Vacation

Winter Vacation

One year completed

02 weeks

NIL

Six months completed

01 week

NIL

On Duty:

(i) Teaching Staff Members shall be permitted to avail ON DUTY for a maximum period of 10 days for University Examination duty purpose and 5 days for attending FDP/Workshop/Conference/Symposiums/Seminars etc. in an academic year. ON DUTY shall be availed only with prior approval of the Head of the Institution (Principal).

(ii) Teaching Staff Members who are deputed for specific



purpose on "Other Duty" should submit a detailed report to the Principal about the purpose for which they are deputed, on the next day without fail.

(iii) The Staff Members who are proceeding on "Other Duty" with the approval of Principal should produce the "Attendance Certificate" immediately on the date of joining the duty after availing "OD".

#### Conduct and Discipline:

The Management/Trust shall be at liberty to take necessary disciplinary action against any Staff Members for valid reasons. In such cases a formal enquiry shall be conducted and penalties like ceasing increments, ceasing promotions, dismissal from service etc. may be imposed, whenever and wherever required, based on the enquiry report.

#### Implemented Policies for governance of the Faculty

- Policy for Leaves available to staff of different cadre
- Policy for Attendance registration and Leave Application processing in Biometric attendance Recording.
- Policy for Early Leaving/Late Coming/Movement outside Campus
- Faculty Promotion Policy
- Promotional Policy for Ph.D. Program
- Promotional Policy for International collaboration

#### Implemented Policies for governance of the students

- Students must wear I.D card in the campus.
- Students must have their breakfast before the commencement of the first hour.
- Parents are requested to advice their ward suitably in this matter.
- Students should not celebrate any function by themselves like Friendship day, Birthday, Valentine's Day, Annual day, Teachers day, New Year's Day, Holi, etc. within the College campus.
- Students littering (throwing any kind of items such as waste paper, fruit peels, tea cups, plates etc.) are not permitted inside the campus.
- Entry into and exit from the College and hostel should only be through designated points/gates.

- Walking on the lawns and playground is strictly prohibited.
- Use of cameras is not permitted inside the campus, without the written permission from the College authorities.
- Students indulging in ragging, smoking/consumption of alcohol and physical assault within the campus and college bus is prohibited and students indulging in the same will be dismissed.

Scooters/motorcycles usage inside campus is not permitted (and parents are cautioned, in the interest of the safety of their wards, not to permit their wards to travel by scooter/motorcycle/any other two wheeler)

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://www.saec.ac.in/about-us/#management">https://www.saec.ac.in/about-us/#management</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.saec.ac.in/">https://www.saec.ac.in/</a>

### 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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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

## Teaching

The institution ensures the professional development of the staff by

- Planning and executing programmes that address professional development, Career development, personal development of faculty members
- Encouraging faculty members to enroll for or provide resources for training programmes and workshops.
- Appreciating innovations and recognizing and awarding performance Sponsoring for participation in national and International Conferences, seminars, workshops and Publications.
- Supporting membership and active involvement in local, state, national and International-professional associations.
- Our faculty members are active life members of various national and International professional bodies.
- Providing access to the Internet, audio-visual aids, software packages etc., as required.
- Facilitating institutional infrastructure, learning resources for effective curricular transaction.

## Incentives / Awards:

Financial assistance of Rs.5000 is provided on Annual Day to the faculties who have secured 100% university result in their respective subject.

## Facilities provided for Faculty career development:

- Sabbatical leave (OD) for attending examination, FDP, National & International Conferences.
  - Registration fee reimbursement for FDP/ Conferences.
- Funds are provided to faculty for professional membership.

## List of major Welfare facilities given to the Faculty :

- Provident Fund contribution is available to the staff members.
- Every year Monthly & Daily Sheet Calendar is given to all

facultymembers.

- On any medical need, hospital facility is arranged.
- Monthly one Casual Leave and two one hour permission is allowed to be availed.
- CPL is given to Staff Members for carrying out the assigned works during Holidays
- Yearly 28 days of Vacation leave( winter-7 & summer -21) is given to faculty members.
- Yoga facilities are available.
- Sports (indoor game, outdoor games) are conductedStaff members.
- Medical leave are given to the employees during his/her job period.
- There is a provision of maternity leave for the staff.
- Safety insurance to all.
- Fee concession to the wards of faculties in college and school.
- Teaching faculty can avail free transport facility.
- Medical facility.

#### Non teaching

The college has implemented various programmes to enable the staff to function more effectively. Employees need training in advanced skills related to their works. In this regard college provided computer training to the staff. Institutionappointed supporting staff to carry out the activities of the college as well as thecomputer training programmes and other service programmes conducted by theUniversity.

Realizing that satisfied employee is an asset for the institution and can make the college a productive place, the management has put several incentive measures in place for the teaching as well as Non-Teaching Staff them besides the salary package.

- Provident Fund contribution isavailable to the staff members.
- Every year Monthly & Daily Sheet Calendar is given to all facultymembers.
- On any medical need, hospital facility is arranged.
- Monthly one Casual Leave and two one hour permission is allowed to be availed.
- Yearly 15 days of Vacation leave (summer -15) is given to

Staff members.

- Yoga facilities are available.
- Sports (indoor game, outdoor games) are conducted by Staff members.
- Safety insurance to all.
- Medical facility.
- Non teaching faculty can avail free transport facility.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/">https://www.saec.ac.in/others/</a>

### 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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

195

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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.)

195

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 6.4 - Financial Management and Resource Mobilization

#### 6.4.1 - Institution conducts internal and external financial audits regularly

Yes, Internal and External financial audits are conducted. Audit statements are updated in the college website duly signed by Chairman and Auditor.

The institution's financial resources are managed using various effective and efficient measures. The college has a fully computerized accounts department who makes sure that all the transactions are made via bank (Cheques & DD) and is supported through cheques and only duly authorized personnel can operate through the bank.

There is an efficient budget committee and purchase committee operating in the college who help in proper and efficient allocation and optimum usage of available funds.

There is a two tier checking process, internal audit and external audit, to check and follow up on the utilization of financial resources -

We have budgetary provisions for all administrative and academic activities.

In order to ensure reliability in terms of budget details and to avoid any form of discrepancy, regular auditing is done during which the planned budgetary details are compared with

the factual data (fee receipts, bank statements, purchase & service bills etc).

- Internal auditing is done on a regular basis by Internal Finance committee Member

#### REGULARITY IN EXTERNAL AUDIT

- External/Statutory auditing is done at the end of each financial year by our Anna University Finance Committee Nominee Dr.Maheswaran.

All relevant data relating to financial matters as discussed above are organized and retained in a computerized system. This helps to computerize the entire Financial Management System.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/audit-statements/">https://www.saec.ac.in/others/audit-statements/</a>

#### 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)

1.19200

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

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

##### MONITORING FINANCIAL MANAGEMENT PRACTICES THROUGH INTERNAL AUDIT, FINANCIAL PLANNING, BUDGET ALLOCATION, AUDITING

Financial planning is done at the start of each financial year.

Budget planning is based on:

Previous year's income-expenditure details

Anticipated expenditure for the coming financial year.

Early phase tax planning helps the institute to be up to date and on time with respect to tax payment.

All financial matters such as fee collection, salary distribution, tax payment etc are taken care of by the finance department.

Record of every transaction is maintained in the form of authentic receipts.

Accounting system is computerized for all financial transactions.

Budget allocation is based on requirements for different sections/departments.

Budgetary provisions are proportionally utilized for administrative and academic activities in order to ensure maintenance and expansion of SAEC

We have a Centralized Purchase Committee of SAEC. All material requirements of our institute including stationery for the new academic year are calculated at the end of previous academic year. Material planning is done on the basis of earlier year's consumption and incoming year's expected student strength. Requisition is placed to the Purchase Committee for all requirements. The Committee prepares their financial planning based on requisition received from various departments. The requirements are supplied in an organized and professional manner.

Emergency requirement is met with at local level.

If a condition so arises that the available budget is inadequate, then the Institute can meet with the deficit by taking aid from Trust.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/others/audit-statements/">https://www.saec.ac.in/others/audit-statements/</a>

## 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)

### 2015-16

1. NSLB classes were followed to improve the learning skills
2. 16 (UG- 2 & PG-14) University ranks were secured by our students
3. 17 Faculty Development Programmes were organized
4. 252 faculty attended training programmes

### 2016-17

1. 17 (UG- 1& PG-16) University ranks were secured by our students
2. 20 Faculty Development Programmes were organized
3. 260 faculty attended training programmes

### 2017-18

1. Mechanical and EEE departments have been accredited from 2017-18 to 2019-20 Upto 30-06-2020
2. SAC Spark Automation Centre was established with in the college campus to promote skill enhancement for students
3. NSLB classes were followed to improve the learning skills
4. 39 (UG- 10 & PG-29) University ranks were secured by our students
5. 22 Faculty Development Programmes were organized
6. 265 faculty attended training programmes

### 2018-19

1. S.A E.C was awarded with ISO 9008:2015 standards based on

the external audit in June 2018

2. Steps to secure autonomous status for the college and visit by the affiliating Anna University in March 2018 , and followed by NBA audit during February 2019.
  3. ECE,CSE & IT departments have been accredited from 2019-20 to 2021-22 with a Validity till 30.6.2022.
  4. 95% of the faculty have attended Nptel examinations and successfully cleared the courses
  5. CUB- Centre for Unique Product Development
  6. CIPED Centre for Innovative, Promotion &Entrepreneurship development Business Incubation Centre sponsored by MSME
- 
1. LATEN Latent Innovative Technology is inaugurated
  2. 16 Faculty Development Programmes were organized
  3. 204 faculty attended training programmes

#### 2019-20

1. Autonomous visit by UGC Peer committee during August 2019
2. Formation of MHRD-Institute Innovation Council headed by Dr.S.Baskar ,Professor ,Mechanical department
3. Setting up of Virtual lab in association with Amritha labs
4. Inauguration of Citizen Consumer club
5. Inauguration of IEI-SAEC Student Chapter organized by Mechanical Department.
6. 4 Patents were granted at the mechanical department with the following title

1.Dr.P.sevvel-Food storage container- 17.05.2019

2.Dr.R.Senthil Kumar &Dr.P.sevvel - Solar Parabolic utensil-16.08.2019

3. Dr.P.sevvel - Helmet with Integrated Camera-11.07.2019

4. Dr.S.Baskar & Mr.Anantha Raman Lakshmipathy - Smart BioTransesterification process for biodiesel Extraction-02.08.2019

#### 2020-2021

- Mechanical Department have submitted Compliance report for NBA accreditation in the academic year 2020-21  
Department of Mechanical were accredited from June 2021 for a period of 1 year

- Effective online teaching was ensured by our college owned Microsoft teams App.
- Online All Staff Meeting was conducted by using our college owned Zoom App.
- AICTE sponsored Online FDTP was conducted by CSE, IT, ECE,EEE, MECH and CIVIL Department
- Institution's Innovation Council and Entrepreneurship Development cell conducted National level inter collegiate virtual meet 2021 to celebrate World Entrepreneurship's Day.
- Renewable energy systems Laboratory was established in EEE Department to meet academic requirement
- Additional HT Load Capacity of 400KVA was sanctioned in addition to already existing 375 KVA by TNEB to meet load demand. Now In our institution total HT Load capacity is 775 KVA

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/internal-quality-assurance-cell/">https://www.saec.ac.in/others/internal-quality-assurance-cell/</a>

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

Academic Excellence Committee monitors the effectiveness of teaching and learning methods followed in the college. Academic schedule is framed by the committee and it is approved by the Principal. All academics follow up the academic schedule.

Teaching pedagogy methods that is to be followed by each course is decided by the course coordinators and the same is incorporated. Microsoft teams software owned by college has been used to conduct classes effectively and for conducting meeting in online mode. Pedagogy methods include Power Point presentations, 3D presentation, Nptel videos, Lab based teaching, Google classroom, Usage of ICT tools, Mini projects etc,

Class committee meetings are conducted thrice in a semester before the Internal assessments. Any grievances and difficulties reported are sorted out immediately so as to ensure the correctness of teaching & learning methodologies. Due

to pandemic industrial visits were not conducted in this 20-21 and many online webinars were conducted for students.

Our library is fully automated with MODERNLIB automation software.

1. OPAC catalogue search is available.
2. Smart board, computer & Wi-Fi, Projector, PALPAP software, SWAYAM, Proquest-Journal, IEEE Journal, DELNET E-books & Journal are the e- resources available in our library.

Photo copying and printing services are provided to staff, students and outsiders.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.saec.ac.in/others/internal-quality-assurance-cell/">https://www.saec.ac.in/others/internal-quality-assurance-cell/</a>

**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	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/Annual-Report21.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 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

Our college regularly provides counselling classes to students to enable them to tackle the everyday problems in their lives. It aims at making the students capable of participating in the entire development process in a creative and constructive way.

Women's Day is a day celebrating the social, economic, political and cultural achievements of women. It also reminds us to stand for ourselves against all the gender discrimination faced in the society.

The Women Empowerment Cell of S.A.Engineering college, Chennai-77, celebrated International Women's Day on March 8th 2021. This year the theme for International women's day is "Choose to Challenge". With this as a overall theme different events were conducted. The List of events are as follows:

As part of the celebrations an essay writing competition (Tamil and English) , Speech Competition, Poster making competition was conducted. Also a webinar on Women in Every walk was organised.

Activities for the year 2020-21

#### INTERNATIONAL WOMEN'S DAY -SAKTHI '2021

The Women Empowerment Cell of S.A.Engineering college, Chennai-77, celebrated International Women's Day on March 8th 2021. This year the theme for International women's day is "Choose to Challenge". With this as a overall theme different events were conducted. The List of events are as follows:

S.N

Date

Event Details

Theme

4.3.21

Essay Competition -Tamil & English

'Sathanaigalalai Therivu Sei'

'Choose to Challenge'

2

5.3.21

Speech Competition - Tamil & English

'Sathanaigalalai Therivu Sei'

'Choose to Challenge'

3

6.3.21

Poster Competition

'Women in every Walk'

4

8.3.21

Webinar

Guest Speaker

Ms. Josephine Jeyashanthi

Author & Women Centric Novelist, Chennai

'Yathumagi Nirkiral Penn'

'Women in every walk'

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/7.1.1gender-equity.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/7.1.1gender-equity.pdf</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

- Solid Waste Management**

At S.A. Engineering College the solid waste are collected and segregated as degradable and non-degradable waste and it is transported to the nearest municipal waste collection area through trucks.

Proposed management of solid waste: Solid wastes are collected daily and dumped in pits excavated for this purpose inside the campus area and allowed to decompose.

- Liquid waste management**

Waste water from college is cleaned and the recycled water is diverted to the garden to maintain plants inside the campus.

- Hazardous waste management**

Hazardous chemicals are kept separately in the store room away

from the reach of students. Lab In-charge takes care of the chemicals and safeties norms in the laboratory are strictly followed. Students are made aware of the hazardous chemicals and safety aspects when they are given instructions before utilizing the chemicals. The labs are well ventilated and spacious and equipped with exhausts. 24 hours water supply is available in labs and safety of the students is given top priority in planning a facility.

#### E -Waste management:

The e-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components. The e-waste materials are collected and kept in one place and then sold to the concerned recycling agents M/s. VIROGREEN INDIA Pvt. Ltd.,

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

A. Any 4 or All of the above



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

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3.Environment audit</b></li> <li><b>4.Clean and green campus recognitions/awards</b></li> <li><b>5.Beyond the campus environmental promotional activities</b></li> </ol>	<b>E. None of the above</b>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms</b>	<b>C. Any 2 of the above</b>
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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.

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

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

India is a Secular State. Every citizen has the right to follow the right religion of their choice and intolerance threatens the right. The State has no Official religion. Every religion is treated equally and is respected and sets a long way on maintaining communal harmony. It is important for every person to contribute in understanding and maintainng the importance of harmony.

Our Institution organises and celebrates all festivals. The Institution tries to inculcate and nuture Harmony and make a every student feel the spirit of celebrating and understanding every Festival silmultaneously enjoying it.

The Instituion celbrated Pongal, Diwal, Onam Dusschera in a grand manner

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

Every individual play a vital role as responsible citizens in the selection of the eligible and qualified leaders for the society. S.A. Engineering College considers it as indispensable to instigate the students their responsibilities as citizens. The institution organizes various programmes through NSS Unit of the college. To list a few - 1. "A Fresh Voter Enrolment Programme" was organized on 10-03-2021 at 10.00 am in the college premises in which, 162 students have applied for fresh Voter ID. They had taken oath to Vote without fail by engraving their signatures in sign board. 2. Students were made to watch the National Youth Parliament Festival on 11.01.2021. This event made the students to understand the Parliamentary procedures, to develop a keen insight on the working of parliament, to consider public issues, to form their opinions and to train them for a group discussion on the public issues. 3. Every now and then, Lectures are organized on "Indian Constitution" for the students to be aware of the basic knowledge regarding (a) the territories that India will comprise, (b) citizenship, (c) fundamental rights, (d) directive principles of state policy and fundamental duties, (e) the structure and functioning of governments at union, state and local levels, and (f) several other aspects of the political system.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers,

D. Any 1 of the above

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

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

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

To maintain peace and healthy work atmosphere and make every person aware of national pride and rich cultural heritage the NATIONAL/ International Commemorative days are celebrated.

Every Year the College celebrates Independence day, Gandhi Jayanthi, Dr A.P.J. Abdul Kalam day . The Institution organises Essaywriting competition, Poster making, Elocution Competition etc

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 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

1. Title of the practice Daily attendance monitoring 2. Goal To achieve 100% attendance in each class 3. The context Difficulty in coping with the studies results in disinterestedness towards studies. Some such students are inclined to slight learning and absent themselves to the classes. In view of evading unnecessary absence to the classes. 4. The practice Students' attendance is monitored everyday by the Faculty advisors. If any absence is identified, the parents are intimated and reason for absence is obtained. An entry of the same is done in a register exclusively maintained for this purpose. The register is taken to the perusal of the Head of the departments and the Principal and acknowledged by them. The absentees are counseled by the Faculty advisors to make them committed to their studies which eventually fetch a good attendance. 5. Evidence of success This regular follow up of students and parents every day, aids to track the students and keep them in the streamline. The number of students produce 100% attendance is getting enhanced. The Online mode of classes has not affected the attendance. 6. Problems encountered and Resource required In alignment with the absence, some parents do not respond the faculty properly which may affect the result of the students. Contingent upon the parental response they are given an understanding of the necessity of the attendance to cope with the studies. Students are also counseled and guided individually in bringing up the interest in learning. Identified repetition in individual's absence is taken to the attention of the Head of the department and the student is counseled by the department head. Long absence is also encountered occasionally due to the ill-health of some students and notification is sent to the parents for a meeting in person. Parents and students are counseled for unaffected continuance of studies.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/7.2-BEST-PRACTICES.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/7.2-BEST-PRACTICES.pdf</a>
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)

#### INSTITUTIONAL DISTINCTIVENESS

In the Curricular aspects, the best practices followed in the institution add a commendable value. The institution is adopting to the current situation and progressing with good academic results. Internal Quality Assurance Mechanism is prospered well for the conduction of online classes, Internal Assessment and end semester exams. Adhering to the scheduled conduction of theory classes and practical classes, conduction of end semester examinations aided to produce excellent academic results. Achieved the top 6th position in Anna university Academic performance List. The institution organizes hands on training programmes for faculty and students to enrich their knowledge and competence. Group Discussion provocations mould and empower students in the pursuit of knowledge, values and social responsibilities. Keen attention is given to enhance organizational performance, maintaining higher level of skills for higher productivity, enriching quality and efficiency. The aspiring students in curricular, co-curricular and extra-curricular activities are recognized and given an individual significance to reach their aspirations.

S.A. Engineering College stands erect in upholding its uniqueness in various aspects. The institution strictly adheres to the COVID-19 Protocol as per the guidelines of AICTE and Anna University. It renders an Eco friendly environment and infrastructure to the students for making them a conducive atmosphere to learn. The college is easily accessible to the students from any part of Chennai and its surroundings.

File Description	Documents
Appropriate link in the institutional website	<a href="https://www.saec.ac.in/wp-content/uploads/2022/03/7.3-INSTITUTIONAL-DISTINTIVENESS.pdf">https://www.saec.ac.in/wp-content/uploads/2022/03/7.3-INSTITUTIONAL-DISTINTIVENESS.pdf</a>
Any other relevant information	No File Uploaded

**7.3.2 - Plan of action for the next academic year**

1. To introduce new programmes
2. To adopt changes in curriculum.
3. To implement Autonomy innovative process in teaching, learning & evaluation are to be enhanced in forthcoming days
4. To carry out examination & evaluation reform as per autonomous colleges.
5. To undertake initiatives towards faculty development program.
6. To improve Institute Industry Collaboration and Industry Oriented labs
7. To promote Extension Activities and Social Responsibilities.
8. To materialize technology up gradation.
9. To enhance coaching for competitive examination, counselling for career guidance and placement cell.
10. To boost student activities in cultural and games and sports at state, national and international level.