



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	YOUNUS COLLEGE OF ENGINEERING AND TECHNOLOGY
• Name of the Head of the institution	DR. P SREERAJ
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04742724305
• Mobile no	9446577895
• Registered e-mail	info@ycet.ac.in
• Alternate e-mail	younuscet@ktu.edu.in
• Address	VADAKKEVILA P O, KOLLAM
• City/Town	KOLLAM
• State/UT	KERALA
• Pin Code	691010
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY				
• Name of the IQAC Coordinator	DR. M PETHURAJ				
• Phone No.	9488556526				
• Alternate phone No.	04742724305				
• Mobile	9488556526				
• IQAC e-mail address	iqac@ycet.ac.in				
• Alternate Email address	pethurajm@ycet.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	www.ycet.ac.in				
4.Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.41	2020	08/01/2020	07/01/2025
6.Date of Establishment of IQAC			27/07/2017		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Provision of precautions/measures in the campus against COVID19 was initiated is working properly. 2. Started and completed the unfinished syllabus in the even and odd semester of academic year 2020 - 21 and conduct of internal examinations online and offline mode to handle the pandemic situation. 3. Provision of free access to MOOCs platform for students and faculty to upgrade their skills during the lock down period was initiated and succeeded in getting fruitful results. 4. Provision of Hardware and Software facilities to conduct the Classes for academic year 2020-21 through online mode was initiated. 5. Significant Improvement in PhD registration and Completion. 6. MoUs are signed to develop industrial collaborations. 7. Submission and acceptance of AQAR 2019- 20.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Development of E Content facilities	To make available the e-Content useful to the students including library resources , particularly during the situations like COVID Lock down.	
Review of Performance Based Appraisal System metrics	To meet the current requirements of HEI review was conducted successfully	

Review on further improvement of faculty pursuing PhD & new PhD registration and quality publications.	To reach the targets of of the institution for NBA Accreditation.
CO-PO Mapping	Initiated proper CO-PO mapping for the evaluation of outcome based education.
To Conduct Regular IQAC Meeting	Two IQAC Meeting was conducted and the minutes has been displayed in Website.
To collaborate with leading Industries to establish Centers of Excellence in the state of the art technologies	The infrastructure and laboratories are continuously upgraded to create and demonstrate a technically able learning environment to the students. MoUs were signed with leading MNCs to establish centers of excellence (CoE) in upcoming technologies.
To submit AQAR 2020-21	Acceptance of AQAR 2020 - 21
To attempt to make the entire premises of the college wi-fi enabled	Wi-Fi services of the college in ldepartments, office cubicles, CCF room and Central Library were made available to teachers when they had to report for work in college.
To select teachers who would be mentors/ co-ordinators for students to help them from admission to result and any other issues that they may have	Class co-ordinators were appointed for each class to guide students to understand and follow the new system. These coordinators doubled as mentors since many students had different issues from personal to technical with varied levels of difficulty to be sorted out. The mentors were available 24 X 7 for students.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	11/03/2022

15. Multidisciplinary / interdisciplinary

Institution create and nurture competent engineers with high quality technical skill and promote research in the field of technology who have ethical values to serve the society. Institution always promote technical education to economically and socially backward class of society. Institution offers minor and honors degree in multidiscipline field as scheduled by the university. The college has a light but tight curriculum to recognise, identify and foster unique capabilities of each student. College engaged itself to many socially committed activities like providing e-learning to Senior citizens, provision for monthly pension scheme to socially and economically backward peoples etc.

16. Academic bank of credits (ABC):

College provides credit facility which include responsibilities such as opening, closing and verifying the individual academic account of students and responsible to gather the academic credits earned by the students from their educational institutions, verify credits, cumulate the credits, transfer or redeem such credits and promote them.

Students can use the online library application for accessing the books from the central library to nurture their pedagogical approach in a better way. Also the institution has an online academic software to sort out all the academic activities.

17. Skill development:

Institution has a career development and placement cell for the placement assistance of students. Various training sessions were conducted by the training and placement cell to improve the soft skill of the students.

Resource persons from various enterprise including women entrepreneurs, CEOs periodically motivates students to become young

entrepreneurs. The training and placement cell conducted aptitude test training, GD training parallel to the regular academic activities.

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

The university has implemented paper "Constitution of India" in the academics to give an awareness about our indian Constitution.

Also College also conducts Yoga training class for students and staffs.

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

The institution implemented mission statements and Program Educational Objectives (PEOs). Mapping of CO-PO is implemented properly. Blooms Taxonomy is followed in the internal assessment. Course lesson plans are submitted periodically. Track students performance and proper remedial measures are taken. CO attainment is calculated and compare it with previous years, necessary steps are taken to improve the attainment.

20.Distance education/online education:

Online education is one of the major changes in the global education industry after COVID hits the country. This form of learning has been made easier with new and improved technologies. During this pandemic situation, institution run all the academic and non-academic activities through online mode. Regular class hours are conducted through online. Practical classes are conducted through pre recorded lab videos. Institution arrange a platform for students to interact with corresponding teachers through online.

During the pandemic situation the institution conducted a cultural program through online to give a refreshment to the students from their regular academic activities. National conference, faculty development programs (FDPs), Seminars etc are conducted through online during this period.

Extended Profile

1.Programme

1.1 271

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 217

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 90

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

File Description	Documents
Data Template	View File

2.3 131

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 72

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 75

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	271
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	217
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	90
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	131
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	72
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	75
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	37
Total number of Classrooms and Seminar halls	
4.2	20049376.48
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	431
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to APJ Abdul Kalam Technological University and follows the curriculum prescribed by the university. The academic calendar of the university is adhered to. Faculties are encouraged to prepare an active plan for their classroom teachings of the entire year even before the academic year commences. The preparation of such a plan helps with effective distribution of syllabus, clarity of curriculum and timely completion of the course. The teaching plans are prepared by the respective faculty who are in charge of the subjects. The subjects are allotted after careful consideration of their qualifications, subject specializations, experience and performance. Each department prepares its internal academic calendar well before the year commences. Continuous evaluation is maintained throughout the year by conducting tests after completion of every unit to ensure thorough understanding. Attention to student needs is given by the teachers and mentors. Timely feedback is obtained from the students and staff. Measures

are taken to enforce necessary changes by the HODs and principal. The staff is constantly encouraged to attend refresher courses, workshops and seminars to update their knowledge.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ktu.edu.in/eu/acd/academicRegulation2019.htm

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

The college is affiliated to APJ Abdul Kalam Technological University and follows the curriculum prescribed by the university. The academic calendar of the university is adhered to. An active plan for timely implementation is formulated by the institution to ensure effective delivery. An academic committee consisting of Heads of various departments and headed by the Principal, prepares Policies after strategizing the best methods to successfully implement the curriculum. Faculties are encouraged to prepare an active plan for their classroom teachings of the entire year even before the academic year commences. The preparation of such a plan helps with effective distribution of syllabus, clarity of curriculum and timely completion of the course. The teaching plans are prepared by the respective faculty who are in charge of the subjects. The subjects are allotted after careful consideration of their qualifications, subject specializations, experience and performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ktu.edu.in/eu/acd/academicRegulationsCalendar.htm

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating

C. Any 2 of the above

University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
5	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

APJ Abdul Kalam Technological University included various courses like Life Skills, Sustainable Engineering, Professional Communication, Design Engineering, Professional Ethics, Disaster Management etc in there curriculum. The ultimate aim of these courses are to make the budding engineers aware about various crosscutting scenerio. These courses helps the engineers to focus on how there design, product and service ultimately affect the society. This integral part of curriculum mold the students to promote survival and sustainabilty. The above courses underline how an engineer to be more human.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

74

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
217	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
183	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
The fast learners can adopt a "know-it-all" state of mind and can soon become lazy. On the other hand, slow learners might be hard workers and will do whatever it takes to find the answer. Fast learners can find things too easy and cut corners with processes	

as well. There is an informal mechanism to assess the learning level of the students. Further, no special programme was organized for advanced learners, and not even for the slow learners because of the pandemic. But the doubt clearing sessions were conducted by each departments. The department has undertaken students' feedback. The Computer Science department also incorporated students' feedback. Unit tests, assignments, and tutorials were engaged by the department to assess the learning level of students. Each class is assigned a senior faculty as Senior tutor and Other faculty as Junior Tutor. The tutors regularly checks the status of each students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
681	72

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The departments from the college have conducted student-centric learning methods to develop experimental and participative learning. The problem solving methodologies are also applied in many departments. The department of mechanical Engineering has carried out many activities like students' presentations, group discussions, debates, and peer teaching. The department of Electrical and Electronics Engineering has exercised many small experiments learning processes on proactive and retroactive interference on memory, thinking and imagery, role plays, and creative problem solving. Further, the Department of Computer Science has given many topics beyond to prepare models or charts to be aware of new technologies and tools. For the application of agriculture and rural area based knowledge, the Department of

Civil engineering organises a field camp for the students on construction sites and conducts viva - voce based on the same. The national service scheme (NSS) chapter, IEEE chapter, IEDC Cell etc conducts regular students centric activities including paper presentation, debate, quiz competition, idea generation, seminar presentation etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

All departments in the college have been using information and communication technologies. Smart digital and technological instruments like computers, laptops, smartphones, projectors, scanners, and printers are used in all departments. Each department has a smart class room and a seminar hall to make use of the ICT tools. All departments in the college used the Gsuit platform and Google Classroom for online lectures. Many departments have done Power Point presentations. Many departments, like mechanical Engineering, Electronics and Communication engineering, Civil engineering, have their own YouTube channels through which many lectures and programs are livestreamed. Many curricular and extracurricular activities have been shown through online platforms. Many teaching faculties regularly share the study materials through these online platforms.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

61

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

72

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

19

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

We follow number of methods and guidelines to carry out a continuous internal evaluation system at the institutional level. For theory courses 1. Two series tests are conducted based on the completion of modules. 2. Retests are conducted for the students who have missed either 1st or 2nd series test soon after the completion of the second test, but before the end semester examination. 3. Those who have missed both tests are not eligible to appear for the end semester examination. If one misses both tests due to any medical reasons or other personal exigencies, based on genuine evidences, conducts a single test of 2 hour duration covering the whole syllabus. For Practical Courses: Practical evaluations are conducted internally by the college. Comprehensive Examination: As students appear for placements from seventh semester onwards, comprehensive examination is to be completed in the sixth semester. A written cum oral examination covering broadly all courses so far completed is conducted by a board comprises two faculty members and external expert. Results are published along with the university results.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

All undergraduate and postgraduate examinations are conducted by the college following APJ Abdul Kalam technological University (KTU) rules and regulations. For students all the external examination related grievances are sorted by using APJ Abdul Kalam

technological University (KTU) guidelines and rules and regulations. If after the declaration of the result if a student is not satisfied with his result then provision of revaluation is applicable for all internal, external, practical examinations. Students will have to apply within the given time for revaluation.

The grievance related internal theory or practical examination is deal with internal complaint Committee (ICC), where the students will get chance to raise their queries. Even for malpractise cases, students are also given achance to explain their side before an unfair means committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program and course outcomes provide a powerful framework on which the curriculum and related activities are structured and carried out. The program and course outcomes of all the courses in our college are learner-centred and maximum emphasis is given to the successful fulfilment of these outcomes. Our teachers make planned and collective efforts in order to make sure that the students in every course possess the essential and enduring disciplinary knowledge that is expected on successful completion of the program or course. The program and course outcomes are discussed with the students at the orientation meeting at the beginning of every academic year so that the students are well-informed and aware of the theoretical content and practical techniques that they are expected to learn throughout their program/course. The Course outcomes and Knowledge levels are also included in the college level internal question papeprs. This helps the students to have a basic understanding of the subject and to visualize a clear scope of its outcomes. Program outcomes, program-specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on the website of the institution mentioned below:

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://ycet.ac.in/2019/04/11/peospospsos-2/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

During the Pandemic in the academic year 2020-21 as per university guidelines, the examination was conducted through online mode by the examination committee and respective subject teachers through the medium of software. Online tests, question answer sessions, quizzes, assignments were conducted to evaluate course outcomes in addition to the criteria as mandated by the University. Pre-examination revisions in the online mode is conducted to improve student performance . Online PTA meetings are organized to identify the obstacles faced by students in realizing the course and program outcomes especially in the context of online classes (availability of smartphones, internet connectivity, financial issues, domestic work, care of aged, children) . Faculty and management sincerely try to address these issues as and when deemed necessary. Constant motivation by the Head of the institution and the faculty to upgrade their performance . Motivational talks and alumni interactions are organized to deal with any issues related to realization of program outcomes. Webinars, workshops, project work, inter-departmental and inter-disciplinary activities are organized keeping in mind the realization of course and program outcomes.

The CO - PO mapping and attainment is calculated on each theory and practical papers after the university exam result is published. The academic committee and IQAC verified the attainment level and suggest further improvement if needed.

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

2.6.3 - Pass percentage of Students during the year	
2.6.3.1 - Total number of final year students who passed the university examination during the year	
118	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
http://ycet.ac.in/wp-content/uploads/2020/09/SSS-AY-20-21.pdf	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	

3.1.2.1 - Number of teachers recognized as research guides	
0	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
3.2 - Innovation Ecosystem	
3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge	
<p>Innovation and Entrepreneurship Development Cell (IEDC) of institution has created an ecosystem for innovation including incubation centre and other initiatives for creation and transfer of knowledge. The IEDC thoroughly focus on uplifting innovative and entrepreneurs qualities of budding engineers. IEDC organise entrepreneurs awareness camp, development programs, Faculty development programs and skill development programs in the college level. To inculcate a culture of innovation driven entrepreneurs through student project. To catalyse and promote effective learning process among students. To create entrepreneurial culture in the institution and other institutions in the region. To facilitate creation of entrepreneurs club in the college to foster culture of entrepreneurship among students.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.ycetiedc.in

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

9

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

490

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
43	
File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
0	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
Younus College of Engineering and Technology is the proud owner of a beautiful, green 14-acre campus with five buildings, 33classrooms with proper ventilation and fans, ten staffrooms, 24	

laboratories (Civi, Mechanical, Electrical, Electronics and Computer Science), six smart classrooms. Two hostels, an auditorium, six seminar halls, a six-acre sports ground, a centre for excellence, an amenity centre, a canteen, library, washrooms, parking facility covering 1000 square feet complete the picture. The institution has a policy for conception and constant upgradation of physical facilities to ensure a good teaching-learning environment. The adequacy of infrastructure is subject to regular examination keeping in mind the needs of the students and the prerequisites of the departments. The classrooms of the respective departments possess the necessary provisions for use of LCD projectors, computers/laptops to facilitate the teaching-learning process. The college has seminar halls with LCD projectors, computers, internet connectivity and public address system. These halls are utilised for conducting seminars, workshops, conferences, guest lectures, training programs, faculty development programs etc. Every department has adequate classrooms for teaching both core and elective courses.

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

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

The college provides ample facilities for students to participate in competitions at all levels. Outdoor and indoor facilities are available to students during and after college hours. The total area of the sports ground is 6 acres. A shuttle badminton court, basket ball court, an open gym are some of the facilities available among others in the college. Adequate space is available for cultural activities comprising an open air auditorium, an open tiled area near the canteen and library, and a lawn in front of the auditorium. Appropriate and time-bound maintenance of sports infrastructure is ensured through cautious and optimal allocation of resources mobilised from the management, PTA and other sources. The services of external sports instructors are availed of when deemed necessary. The maintenance of sports facilities is supervised by the Physical Education Department in consultation with external experts and the management.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

11

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

197.4603

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Central Library of Younus College of Engineering and Technology (YCET) is fully automated and Book Magic Library

Management Software is used for facilitates Books details, classification of Books, Issue and return of books. All the library documents are bar-coded and books are issued to users by reading the barcode of the document.

Since the Library is fully automated, the holdings of the Library could be searched using OPAC. The library is member of the DELNET since last 5 years. It is being extensively used for ILL and searching the database of other member libraries. The Library has the internet facility through which the e-resources could be accessed. As a member of DELNET, the library has the provision to access E-Books and 5000 full text E-journals both National and International. The Central Library is also a member of NDL which has a collection of more than 6 Lack e-books so that the students and staff can make use of it.

YCET Central Library has a collection of 23204 volumes 6322 titles. Library also maintains Project reports submitted by the students as part of their course curriculum. The library follows the book bank scheme, With this, the students are able to borrow books for a period of 14 days, after these days there is an option for renew at 3 times. All books are bar coded and a college ID is given. The issues and returns are also digitized.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

31.0832

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

57

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College aims at providing the facilities to its students so that they utilize these recourses to reach greater heights. To enable this institution frequently updates its IT facilities to provide its students with the best of facilities. College has Nine smart class rooms and acommon Seminar hal. Each department also has a separate Seminar hall and most of them are supported by audio visual systems. The entire campus is monitored by CCTV facility. The college is facilitated with 475 computers that are accessible to the students as well as the teachers for academic and co-curricular purpose. A total 10 printers are arranged in the whole college for the functioning, printers are arranged in the office, staffrooms, library, exam cell and labs. Wi-Fi is available in the college campus. Four Wi-Fi routers are available in the college; Students are given limited accessibility to this facility. There are two systems in library for borrowing a book. This allows for

easy tracking of books in the library. Information about upcoming events is available on the website. This information includes the time and date along with the details about the event. Following the completion of the event, pictures and minutes of the events are also uploaded for easy access. This follows the parents to be aware of the programs being conducted in college as well. The academic calendar as well as the course information is also uploaded in the beginning of every academic year. The technology at college is constantly updated.

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

4.3.2 - Number of Computers

431

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

155.1943

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

LABORATORY

The laboratories in the college are well furnished according to the requirements. Necessary laboratory equipments and materials are acquired to deliver to the students the best standards of education. The equipment and machineries in the laboratory/workshop are maintained by the lab In-charge(s)/workshop In-Charge(s) with the advice of HOD. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative office.

CLASSROOM

The Classrooms are furnished and electrified according to the statutory rules. For the effective teaching and learning process the Institution is equipped with 9 ICT (Information and Communication Technology) enabled Classrooms and 5 Seminar halls.

SPORTS

Institutes Physical Director is responsible to take care of Sports equipments, facilities and regular sports activities. Maintenance of playground is ensured under maintenance committee of the institute. Students are permitted to utilize and take sports material with prior notice to the Physical Director. Students are permitted to play only during the sports hours and to practice for any competition.

LIBRARY

The library is headed by librarian and he is the superior for both U.G. and P.G. library. He is supported by the assistant librarian

and supporting staffs. Institute ensures effective utilisation and maintenance of library through Institute level library committee. It keeps track on new books requirements, renewal and subscription of Journals and books. The requirement and list of books is taken from the concerned departments and HoDs before the beginning of every semesters.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

105

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

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

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

105

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	www.ycet.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
93	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
93	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	C. Any 2 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

7

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

3

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college does not have an elected students' union for the academic year 2021-22 due to the COVID pandemic. The students council elected for the academic year 2019-20 continued their duties during the year 2020-21 up to March 2020. However, students' representation is ensured through the nomination of class leaders for all UG and PG courses. These student representatives communicate all information as and when necessary, through online mediums and phone, etc. Students were actively involved in the online competitions organized in connection with the celebration of national festivals like Onam as well as offline celebrations of Kerala Piravi day, and Christmas. Representation of students in the different cells, committees, and associations, and clubs ensure that their needs and issues are addressed effectively.

File Description	Documents
Paste link for additional information	https://www.youtube.com/watch?v=wCwR8Ev937g
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of the college is an active one and used to conduct an annual meeting every year. In the recent two years, the meets were conducted via online mode due to the Covid-related restrictions. The meetings were attended by many alumni members and the college has also started a Telegram group for the Alumni members. The Alumni usually engage with the students of the college and they share their experience and journey to success. The Alumni-student interactions are made frequently. In every year usually Alumni meet is conducted on January 26th.

File Description	Documents
Paste link for additional information	http://ycet.ac.in/alumini/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our governance body is so reflective and the prime focus is on the vision and mission of the institute.

VISION

To impart quality technical education and instil in students a high pattern of discipline, through our dedicated staff, aiming at setting global standards which in turn will make our students technologically superior and ethically strong individuals who in turn shall pioneer in improving the quality of human life, both technology wise as well as in the ethics and values they follow.

MISSION

To educate students from all over India and abroad, so that they become enlightened citizen and technical experts, improving the living standard of their families and thereby the whole nation. We will continue to provide world class quality education, individual attention training for hard work and will take care of character building values such as honesty, integrity and discipline.

QUALITY POLICY

The mission of the institute statement defines the Institute's distinctive characteristics in terms of addressing the needs of the society, students, institute's value orientation, and vision for the future. The Vision and Mission of the institute are in tune with the objectives of higher education.

File Description	Documents
Paste link for additional information	http://ycet.ac.in/
Upload any additional information	No File Uploaded

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

Younus college of engineering & technology completely believes in decentralization and participative management in every aspect of institute functioning. Suggestions from all the quarters especially from the students and parents are given prominence for

the improvement and the effectiveness and efficiency of the institutional processes. Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. At various levels the college grooms the leadership. Governing body, Management, Principal, Vice Principal, IQAC Members, Steering committee, teaching and non-teaching staff, supporting staff, student's union, student representatives, Stakeholders, Alumines and various committees jointly empowered to propose, formulate and execute their plans within the frame work of governance.

Academic Monitoring Committee (AMC)

AMC is an Institute level committee responsible for planning, regulating and implementing different academic activities. The sole purpose of AMC is to provide a strategic foundation for the academic plan.

1. AMC introduce innovation and creative ways in imparting knowledge and skill sets to promote academic excellence.
2. AMC does lab, course file, teaching note, 2 set question paper for internal exam audit before commencement of semester and in the middle of semester, random confirmation of attendance once in a month.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The progress and development of the college is a continuous process. It thoroughly depends upon various factors like national policy existing technology and various needs. At every step, management strives to improve. The management is much committed in assuring quality services to all its stake holders, parents, students, alumni, employees and community. Firstly for each activity to perform, the real progress is brainstorming ideas. All resource individuals involved in this process. Firstly primary and secondary goals were decided their inputs and suggestions are considered while developing strategic plans. Then the process of achieving this task was discussed at length and formulated. This

included the start point and end points of the process. It constrained an overview of exactly how the task was to be completed. Once the process was outlined, it was broken down to separate tasks. Every step of the process contained certain tasks, which these were divided to get a clear picture of what needed to be done down to every detail.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Fathima Memorial Education Trust:

Younus College of Engineering and Technology is established by Fathima memorial educational trust, pallimukku with an aim of providing quality higher education with international standards. Dr. Younus Kunju Ex. M.L.A is the founder chairman of the trust. The main objective of the trust is to set up and develop an educational infrastructure that offers quality education from school level to college level.

Board of Governance:

The Board of governance of the college consists of two sub committees Advisory board and board of managements. Advisory board consists of nine members including chairman, the principal and chief advisors; they are from government representatives, university representatives and Retd. faculties of govt. engineering colleges etc.

Administration:

Administrator act as a coordinator for all the activities in the college. Administrator maintains the HR policies of the college. Maintains the Faculty Member leave records like casual leave, vacation and duty leaves. Takes care of all admission approval procedure and communicating with universities.

Academic committee:

The Academic Committee acts as a bridge by being the voice of students or the administration as and when needed. It has a vision of revolutionizing the academic system through the active participation of students.

File Description	Documents
Paste link for additional information	http://ycet.ac.in/management/
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

A good staff environment is vital for effective functioning of the institution. The institution understands this and appreciates the efforts and provides different welfare measures for teaching and non-teaching staff. Employee's Provident Fund (EPF) is a retirement benefit scheme. The institution has the optional provision of EPF and contributes the eligible amount to the respective EPF account.

Summer vacation of one month is given to the entire faculties who

have completed a minimum of one year and 15 days for staff who completed six months. Every faculty in the institution can avail around 15 paid leaves in a year along with two one hour permission in each month, in addition to that duty leaves are also provided for those faculties who participates program like workshops, short term courses etc and university centralized valuation process. Expenditure for the registration and participation for the national or Internationals conferences are given by the college. The college gives full support to the faculties for attending conferences/workshops in the college and outside the college .College allows maternity leave to eligible lady staff.

File Description	Documents
Paste link for additional information	http://ycet.ac.in/2019/05/14/faculty-profile-2/
Upload any additional information	No File Uploaded

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

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

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)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

54

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Teaching and non-teaching staffs are the most fundamental parts of any institutional organization. The institution consider all contributions of all Teaching and non-teaching staffs. A good employee is the one who enhances their work quality with their

tremendous talent and never-ending effort. This enhancement improves their quality of work and proves beneficial for the college an effective performance management system plays an important role in managing the institution in an efficient manner.

A good performance management system works towards the improvement of the overall institutional performance of teaching and non-teaching staff for ensuring the achievements of the overall institutional mission and vision. According to that, the Institute is following the best evaluation process that will effectively find the best faculty in each department considering all the parameters. A well maintained academic council works in the college. The academic council includes vice chairman, Head of Departments, senior faculties in the each department. The parameter includes academic and related activities, co-curricular, extension and professional development related activities, research publications and academic contributions. Based on above criteria members calculate rating for each faculty in department and submitted to the Principal.

File Description	Documents
Paste link for additional information	Nil
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 Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every department will prepare the advance budget required for the next academic year in terms of obtaining lab equipment, laboratory facilities and infrastructure and up-gradation of computational systems. The budget plans received from various departments are consolidated and normalized based upon the total income anticipated through the student's tuition fee and from management fund. The departments are planning to obtain grants through consultancies, Seminar / workshop grants from AICTE, UGC etc., While utilizing the funds, the expenditure involved in procuring the equipment is collectively negotiated by a committee consisting of the Executive Manager, Administrator, Principal, Finance Manager, Head of the Department and faculty in-charge for the Laboratory. Staff is also instructed to make use of the equipment for more number of batches within the college time frame work.

Inter department coordination is encouraged for the effective usage of Lab equipment, Seminar halls etc.

The income and expenditure of the institution is audited by Mr. N.S.RajaGopal Chartered Accountant, which is fully external auditing system. There are no major audit objections. For certain minor expenses accounts department will itself act as internal auditing system. The audit reports for the last fiveyears are enclosed.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

In the beginning of every financial year Governing body along with the academic committees meet up and prepare the budget for the year. College budget include all the recurring and non-recurring expenses, which include planned and unplanned expenses.

The planned utilization of fund is as given below:

- For salary, arrears, & welfare measures

- For mandatory deposits, annual fee of statutory bodies/university, etc
- For creation and maintenance of academic infrastructure
- For purchasing of equipments and software
- For research and development

The institute has a well defined financial policy to ensure effective and optimal utilization of funds for academic, administrative and infrastructure development purpose which in turn ultimately realizes the institute's vision and mission.

For every academic year, the budget is prepared well in advance after taking into consideration the requirement of every Department. Each Department prepares its own budget based on the it's requirement such as equipments, software, computers, printers, etc for student and faculty activities, research and development in the departments, as well as consumables required for next academic session. Principal puts up the budget in Governing Body meeting and after discussion and necessary corrections or modifications; Governing Body recommends the budget for approval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC of the College was established in 2017.

The IQAC of the College is involved in drawing the quality policies for Teaching-Learning, Research, Curriculum planning and implementation, Student activities, innovation and all the extracurricular and co-curricular activities.

Quality parameters developed for various academic / administrative activities of the institute.

- Guidance to advanced and slow learners
- Appraising the quality parameters and providing required suggestions for the improvement

- Conducting FDPs, seminars / workshops on emerging technologies for faculty.
- Arranging training for all newly admitted faculty.
- Conducting key notes from experts.
- Arranging regular training / certification programs for students and supporting staff.
- Action plan for enhancing quality of student projects
- special programs are organized and implemented by the institution for boosting creativity, leadership and intelligence of advanced learners which include Group activities, Conferences/Seminars, design projects etc
- IQAC Evaluate the Teaching & Learning processes:
- Feedback from students, alumni, industry experts, research organizations and parents.
- Auditing of course files, course plans, lecture Schedules in a regular interval
- Verification of question papers, result analysis of internal exams
- Arrangement of class test for students during evening hours and reviewed to monitor their learning levels.
- Special classes are arranged for slow learners

File Description	Documents
Paste link for additional information	http://ycet.ac.in/about-igac/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

It is an institutional mechanism that all the staff has to record the topics covered per session on each day. All the staff are regularly monitoring the attendance and cautioning the students whose attendance is less than 75%. Class Review Committee meetings are held regularly for all classes to review effectiveness of teaching learning process. In the tutorials, the details of the number of problems worked out and the examples discussed were also recorded. Wemonitors the quality by

- Scrutiny of Course files prepared by faculty.
- Regular meetings of the students' representatives of the class and the faculty
- Oral and written feedback from the students

- Students' performance in the internal examinations
- Students' results analysis
- Evaluation of teacher's performance is done every semester.

Evaluation of teachers by students:

The college has a feedback system to evaluate the teachers by students. At the end of each semester, the feedback from students is obtained through online questionnaires relating to all subjects. In this feedback, questions regarding performance of the teachers are sought. Their feedback is analyzed by the concerned Head of the Department. Based on assessment of performance, Head of the Department gives necessary directions for the improvement in the teaching methods.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution usually conducts programs for gender awareness, empowerment and equity inextricably intertwined in its vision and mission. Constant efforts are made especially in classroom spaces to inculcate the concern for gender equality. Teachers of the college play a strategic role and act as agents of change especially through what and how they teach. Efforts to break stereotyped generalizations and gender constructs among students is the norm at Sacred Heart College. All policies of the college are framed keeping in mind the fact that women are equal and responsible partners in socio-economic development. Gender awareness programs are spearheaded by the Women's cell and the NSS in association with the IQAC. The individual departments also organize events towards this end. International Women's Day, National Women's Equality Day were celebrated by the Women's cell by organizing webinars on 'Security of Women in Cyberspace' and International Day of Women and Girls in Science etc. The NSS unit organized invited talk on 'Protection of Women from Domestic Violence' Act. Safety and security is ensured through deployment of security staff and CCTV cameras installed in and around the campus. The services of a professional in-house counsellor is available to students and staff. Common rooms like the amenity center and state-of-the-art washrooms are also available.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ycet.ac.in/professional-societies/

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

C. Any 2 of the above

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

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

SOLID WASTE MANAGEMENT

Waste management & recycling supports the campus goal to reduce the amount of material entering the waste stream. The waste is segregated at each level and source. The administrative supervisor in each block ensures that the waste in each floor is collected at designated time intervals. 3- Bin system is implemented in the campus. The floor dustbins are emptied in movable containers/dustbins provided for each block and is taken to the dumping yard provided by the college. There are dust bins provided in the campus to collect paper, plastic as well as newspaper and cardboard drop off.

LIQUID WASTE MANAGEMENT

Waste water treatment describes industrial scale- processes used to make water more acceptable for a desired end use. The principal objective of wastewater treatment is generally to allow human and industrial effluents to be disposed of without danger to human health or unacceptable damage to the natural environment.

E- WASTE MANAGEMENT

Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Radio, TV, Phones, Printers, Fax and Photocopy machines are being disposed off centrally through government authorized vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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: <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>Both students within the district and from all other districts are given admission. Students from the minority and majority communities, from all socio-economic backgrounds and interior rural areas are given the opportunity to pursue their education at the college. Strict adherence to the single window system mandated by</p>

the University in all admission matters ensures inclusivity. Moreover, the teaching learning process imbibes the spirit of total inclusiveness. Strategies adopted are as follows: 1. Establish and create a climate fostering a sense of belongingness 2. Teacher - student rapport built by learning students' names and getting to know them better through mentoring, online and phone chats etc. 3. Treating each student as an individual 4. Conveying the same level of confidence in the abilities of all students. 5. Giving students guidelines for class components, so they know what learning they are accountable for, including the manner of grading. 6. Address challenging classroom behaviours and attitudes. 7. Value education classes that emphasise on all religious and ethical values. 8. Emphasis on humanitarian values. 9. A uniform code of conduct for all students. 10. Uniforms for all students reinforcing the non-discriminatory treatment of students. Due to pandemic situation most of the programs are cancelled..

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

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

A number of events and programs were organized to mould students and faculty to become responsible citizens at the college. Orientation talks on constitutional values were conducted under the auspices of the NSS, Women's Cell and the Departments on various occasions. Oath-taking and flag-hoisting ceremonies are organized on all days of national importance. Realising that values are essential for positive human behaviour, the college places great emphasis on secularism, democracy and fosters an environment in which students and staff take pride in their cultural heritage. The concern of the college about the degeneration of values and proper conduct, the impact of online classes on students, dysfunctional families, financial problems, increased crime and violence, wide-ranging effect of social media etc especially in the context of the COVID pandemic has led to concretisation of goals in the following ways : ? Bringing in a proactive social conscience by encouraging philanthropic activities especially through NSS and CSS ? Inculcation of the

awareness regarding the interdependence between family, society, nation and the world through webinars, invited talks, celebration of national and local festivals, videos, films etc. ? Formation of 'Sannadha Sena' under the auspices of the NSS to provide assistance during crisis situations like natural calamities and pandemic.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Celebration of World Environment Day on June 5 by planting tree saplings with the goal of creating a diversity park. Tree saplings

were also distributed to teaching and non-teaching staff. Due to the COVID pandemic, International Yoga Day was observed by practising yoga in the homes. Oath-taking ceremony and online talk was conducted in connection with International Anti -Drugs Day. World Youth Skill Day was observed as a part of which students posted videos demonstrating their skills in creating products from waste materials. Independence Day commemorated by hoisting the national flag and a message delivered by the Principal. ? Teacher's Day was celebrated by conveying wishes to all faculty. Online speech competition was organised in connection with Gandhi Jayanthi. Kerala Piravi was celebrated by conducting an online leaf collection competition with the objective of making students familiar with the plants in the locality. Prizes were distributed to students who collected maximum number of leaves. Onam the National Festival and Christmas was celebrated with gusto and enthusiasm.

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

7.2 - Best Practices

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

1.Scholarships

1. Objective: To emphasize skilled education and future career goals.

2. Context: Enthusiastic students are given scholarships so that they can attain better quality in life. Also the students are high in academics are encouraged by giving additional benefits.

3. Practice: Any students who excel in academics are not pushed down due to financial backwardness. This is compensated by giving those students who are eligible for the same with scholarships.

4. Evidence of Success: The institute was able to bring out bright

students from the society.

5. Problems Encountered and Recourses Required: The institute chooses the extraordinary students.

2. Plastic free green campus

1. Objective: To get rid of plastic thereby making the campus plastic free

2. Context: The students are encouraged to minimize the use of plastic, and were asked to use paper or cloth bags instead of plastic bags.

3. Practice: Students are advised obtain an idea of using replaceable materials with plastic. This will improve their knowledge about the importance of different materials which reduces the harmful impact of plastic in the environment.

4. Evidence of Success: The campus became plastic free

5. Problems Encountered and Recourses Required: The students had problems in obtaining the different materials to be replaced with plastic. The college provides maximum awareness and support.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Vision of the Institute is to impart quality technical education and in still in students a high pattern of discipline, through our dedicated staff, aiming at setting global standards which in turn will make our students technologically superior and ethically strong individuals who in turn shall pioneer in improving the quality of human life, both technologically wise as well as in the ethics and values they follow. The institute has established its distinctive approach towards this comprehensive vision by working on the upliftment of the academic quality of the

students of this region. The institution also organized socially relevant programs to benefit the humanity. Value based education Values-based Education is followed in our institution. It creates a strong learning environment that enhances academic attainment, and develops students social and relationship skills that last throughout their lives. The positive learning environment is achieved through the positive values modeled by staff throughout the campus. It quickly liberates teachers and students from the stress of confrontational relationships, which frees up substantial teaching and learning time.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The IQAC has identified the broad objectives which the college should strive to achieve during this period which are as follows:

1. To enhance student intake by improving and publicising the image of the college through various social media platforms.
2. To create an environment for holistic development for students, faculty and non-teaching staff.
3. Facilitation of upgradation and updation of knowledge base and use of digital technology.
4. Increasing the quantity of innovative projects and startup companies.
5. To improve student placement in a dream company with a better package.
6. Increase the number of industrial collaboration on research and consulting activities.
7. Increase the quantity of patent applications, publications, and grants.
8. Maintaining faculty strength in line with market expectations is a priority.
9. To encourage faculty to participate in syllabus framing, setting question papers, visit other institutions as resource persons etc.
10. To continue to provide formal education to deserving and needy students, by providing fee concessions, fee waivers, free uniforms etc.
11. To give additional thrust to campus placements initiatives.
12. To continue to organize extension activities for the benefit of the society.
13. To facilitate faculty exchange programs with other institutions.