



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	COLLEGE OF ENGINEERING TRIKARIPUR
Name of the head of the Institution	DR. VINOD POTTAKULATH
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04672250377
Mobile no.	8289890377
Registered Email	tkrcape@gmail.com
Alternate Email	iqac@cetkr.ac.in
Address	College of Engineering Trikaripur, Cheemeni P.O., Ksaragod Dist., Kerala, PIN 671313
City/Town	Kasaragod
State/UT	Kerala
Pincode	671313

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Naveena A.K
Phone no/Alternate Phone no.	04672250377
Mobile no.	9446440518
Registered Email	tkrcape@gmail.com
Alternate Email	iqac@cetkr.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.cetkr.ac.in/downloads/AOAR%2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://ktu.edu.in/eu/acd/academicRegulationsCalendar.htm

5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.52	2017	27-Nov-2017	26-Nov-2022

6. Date of Establishment of IQAC	04-Sep-2000
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Implemented college management software	01-Jul-2018 1	1500
NBA visit of EEE department completed	01-Dec-2018 3	180
Started ISTE student chapter	28-Feb-2019 1	250
No Files Uploaded !!!		

8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	TEQIP	MHRD	2012 4	100000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Conducted Academic Audit

Implemented College Management Software

Successfully completed two MRM audit of ISO

Electrical and Electronics Engineering Department accredited by NBA

Started ISTE student chapter

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

Plan of Action	Achivements/Outcomes
NBA visit	EEE department accredited by NBA
Implement College Management Software	Implemented College Management Software
Install CCTV in Ladies Hostel and Campus	CCTV installed in the Ladies Hostel and Campus
Start Professional body chapter in the college	started ISTE student chapter
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Council	20-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

05-Sep-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Our college Campus Management software has three different login for users namely Faculty, student and parents. Faculty login are also 3 different type depends on the role of the faculty. The different roles are the Head of the department, Class adviser and the faculty handling the subjects only. Head of the department has different tabs in the dashboard in addition to the normal tabs of the facility . HoD can view all the students details in that department, attendance defaulters the faculty who are not properly

entering the data in the CMS, survey conducted by students etc. Class advisors can view the attendance and the marks of all the subjects of students in their class. They can consolidate the marks and publish the report cards of each student after each series examination. Class advisers can also send bulk message to the parents through CMS. Each faculty can enter the attendance after the class and they can consolidate the attendance after each month or at a particular date and easily find attendance defaulters. Assignments can be uploaded to the CMS directly students can also upload the assignments in the CMS. The faculty can upload the class materials either as pdf, word document or ppts or as a small video. Students can view their attendance and mark and any discrepancy occurs they can easily point out. The class materials can be downloaded from the CMS, any doubt they can request the faculty to upload the materials in the CMS. The parents can view the attendance of their ward in each hour of each day. They can clearly monitor and assure the presence of their child in the classes using this CMS. The communication to parents are send through CMS. It is beneficial for the teachers, parents and the students. In addition to the users there is an administrator who can create, delete, assign the role to each users. When a new student enter the college the details of the students are entered in the CMS and the Principal has to approve the students. For each role there is a tab for entering the profile data. For faculty if all data are entered he can generate the biodata from the CMS itself. Different surveys are conducted using the CMS. When the teacher evaluation of the students are completed HoDs can generate the consolidated report of teacher evaluation of every faculty who takes classes in that department.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Vision of the Institution To be a premier institution in education and research for moulding technically competent and socially committed professionals.

Mission of the Institution ?Promote interdisciplinary research and innovation so as to meet the current needs of industry and society. ?Attract, nurture and retain the best faculty and technical manpower. ?Provide state of art facility for quality technical education. ?Develop personality and professional skills of the students through interaction with alumni academia and industry.

Objectives of the Institution ?Excel in all aspects of academic activity and produce socially responsible professionals. ?To create an environment for effective teaching-learning by encouraging the students and faculty to develop their intellectual curiosity, and scientific research capability. ?Regular monitoring and controlling the quality of all academic programs. ?To ensure the successful performance of the students in multidisciplinary ventures by developing their academic, co-curricular and extracurricular skills. The institution meticulously plans for effective implementation of the curriculum.

The process is given below: ?In the beginning of the academic semester, the respective teachers downloading their academic calendars (semester-wise academic schedule) comprising the entire schedule for the semester. ?Before the end of current semester, the subjects for next semester from curriculum are given to the faculty. The subject priorities of faculty are presented before the Head of the Department(HOD) and approved. Options are given to students for selecting the elective subject, which in turn is consolidated by the Tutor and presented to HOD. ?The academic committees discuss and plan overall semester activities. ?The opted subjects are allocated to faculty based on the field of specialization, number of times subjects taught and experience. ?Time timetable committee prepares timetable for each class and distributing to the respective faculty members. ?The concerned faculty for each subject prepares a course plan giving the topics of the syllabus and proposed date of completion of the topic.

?Course files are prepared and maintained by the faculty which includes syllabus, academic calendar, year calendar, course plan, teaching materials such as tutorials, assignments, internal test question papers, answer key, scrutiny form, previous year University question papers etc. The concerned faculty for each subject prepares a detailed lesson plan giving the units of the syllabus and proposed date of completion of the unit. ?Apart from regular classes, bridge courses and placement trainings are conducted to enhance the students succeed in their graduate level studies, enhance Problem Solving skill, Analytical Skills, Communication Skill and Presentation Skill.

?Workshops and expert talks are conducted to expertise students in concerned areas. ?The class/course committee monitors the conduct of the class/course, adherence to the course plan and time schedule, completion of the syllabus, and take suitable remedial actions regarding the conduct of the course.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTech	Civil Engineering	61
BTech	Electronics and Communication Engineering	26
BTech	Computer Science and Engineering	29
BTech	Electrical and Electronics Engineering	78
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Students feedback on each course is taken through CMS and send to the corresponding faculty by the HoD for correction to be made in the teaching learning process. Student feed back on general infrastructure is also taken during the class committee and course committee meeting and corrective actions are taken. Parent Teacher Meetings are conducted in each semester and the feedback is taken orally and in structured form during the PTA meetings. ? Every department have constituted class committees consists of minimum of 4 student representatives, the faculty members handling the courses in the semester, class tutors , HOD and the chairman of the committee. Student's representatives are invited to express their views on the courses, and the feedback is collected by the chairman of the committee and submitted to the principal for further actions. A course outcome feedback is taken from the</p>

students at the end of each semester regarding the different aspects of the courses, including the curriculum. The college has an online feedback system where in each faculty handling course in the particular semester is evaluated by the students. It is conducted twice in a semester. Minimum 80 of the students are participated in the process. Head of the Department is responsible for conducting this evaluation. There are 11 questions, where students can express their honest opinion about the teachers. The indices used for assessment are performance, knowledge, sincerity, speed of presentation, punctuality, behavior, ability to organize lectures and attitude as perceived by the students. The results are tabulated and find the performance index of the faculty. The responses of the students are reviewed by HOD and results are shared with the respective faculty member, who can take the steps to improve his/her performance. The score obtained by the faculty in the evaluation process become handy when he/she appears for promotions. An exit feedback is taken from students regarding the different aspects of the programme including the curriculum. Results of this programme exit survey are used for the indirect assessment of PO. Employer feedback and alumni feedback are taken to understand the industry demands. Based on this, necessary steps are taken to support the curriculum (eg: mini projects, seminars etc.). The gaps in the syllabi are discussed in the Departmental Advisory Committee meetings and appropriate measures are taken. Some of faculty members participate in the process of curriculum revision of the University so that, the feedbacks taken from the stakeholders can be used as guidelines for the same. The class committee meeting discussed the feedback on facilities of the college/departments. Discussions on the feedback so obtained are made in the department meetings and suitable actions are taken. University assigned academic auditor is interacting with the students once in a semester and get their feedback. Feedback form is circulated among the parents during all class PTA meeting. Feedbacks are arises from the parents about the facility in class PTA meetings and PTA executive meetings. Some decisions / actions are taken in the PTA executive meeting.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTech	Computer science and Engineering	60	100	50
BTech	Civil Engineering	60	100	47
BTech	Electrical and Electronics Engineering	60	100	26
BTech	Electronics and Communication Engineering	60	100	28
BTech	Information Technology	30	50	9
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	779	0	54	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
54	54	20	20	0	5

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Counselling and Guidance Cell functioning in the institute provides personal, psychosocial support and guidance to students. It provides professional counselling to all students and individual counselling to needy students. Also a faculty advisor is assigned a maximum of 30 students who helps the students in academic and personal matters and provides all support in case of any grievance. The advisors maintain good relationship with parents to support such activities. In addition to that, Student Grievance Cell is functioning effectively in the campus to address grievances of students. The institution understands that there are students who require extra care and attention in learning compared to other students. Advisors identify such students based on their performance in the internal assessment tests and overall conduct in class and within the campus. An advisor regularly meets these students to help them to overcome their stumbling blocks. Each department organizes remedial classes/peerlearning for those students who are struggling to cope with the demands of the course. Also, tutorial sessions in small group are provided for such students. Retest and makeup tests are conducted for the slow learners. Regular motivation and counselling from the faculty and proctors also help the slow learners to overcome their barriers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
779	54	1 : 20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	54	0	0	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

An internal examination cell coordinated by a senior faculty is functioning for the smooth conduct of internal examinations. Two internal assessments and minimum of two assignments are conducted to evaluate the internal marks for each theory paper. To assess the quality of the question paper, a scrutiny process is opted. Course Objectives(COs) are shown in the Question papers for internal assessment. Continuous evaluation of practical courses are evaluated based on the performance in the labs and the viva conducted in each lab. The information of attendance and internal marks are disseminated to the students after every exam. Students are aware of the internal marks and attendance. After the results are published, Parents can view the marks online through College Management Software. Class PTA meetings were also conducted after the internal examinations.

2.5.3 – Academic calendar prepared and adhered to for conduct of Examination and other related matters (250 words)

At the beginning of each academic year, the academic calendar prepared by the University and the institution strictly follows it. Based on the academic calendar of the University, a year calendar is prepared by the HoDs and presented in HOD meeting. The institute sets the year calendar in line with the academic calendar prepared by the University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – 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 (to provide the weblink)

<http://www.cetkr.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
CE	BTech	Civil Engineering	62	30	48.40
CSE	BTech	Computer science and Engineering	51	27	52.94
ECE	BTech	Electronics and Communication Engineering	32	22	58
EEE	BTech	Electrical and Electronics Engineering	40	16	40

IT	BTech	Information Technology	10	3	30
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://cetkr.etlab.in/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
New Housing Model	Sujith Kumar	Government of Kerala, Department of Housing	01/10/2018	World Habitate
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
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International	Electronica and Communication Engineering	1	0.4
National	Civil Engineering	3	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Civil Engineering	11
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Rebuild Kerala	Innovative ideas to post floods housing to Kerala	Government of Kerala, Department of Housing	1

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharath	NSS	Cleaning Cheemini town, College Campus, Hostel etc,	2	174
Swachh Bharath	NSS	Cleaning and Beautification of Valiyaparamba Primary Health Center	2	174
Gender Issue	NSS, Womens Forum and Rotary club of Karivellur	Awareness on Breast feeding and child health	3	123
AIDS day	NSS	Health awareness on AIDS	2	100
Swachh Bharath	NSS	Cleaned flood affected area2	3	68
Social Audit Survey	NSS and Social audit Department of Kasaragod dist.	Conducted social audit survey as part of special camp	2	94

No file uploaded.

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
22.11	9.44

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Laboratories	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	18.1	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	342	243	342	15	50	6	25	100	3
Added	0	0	0	0	0	0	0	0	0
Total	342	243	342	15	50	6	25	100	3

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
400000	200000	2900000	900000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

College of Engineering, Trikaripur is established under the auspices of the cooperative academy of professional education (CAPE), an autonomous society under government of Kerala. CAPE is providing adequate fund to meet all the financial requirements. It is a TEQIP funded institution. The annual budget and allocation of funds for regular monitoring of utilization of funds for maintenance ensures the upkeep of the infrastructure in the institute. The college has an Infrastructure Committee which is assigned the task of maintenance and upkeep of the infrastructure. Each department has representatives in it. The civil works maintenance is taken care of by a Civil Engineer appointed by CAPE, for the up keep of the building structure and ensure its fitness for use. Constant maintenance works will be taken up round the year. Further, the day to day maintenance of the general infrastructure is done by a Facilities Management Committee. Electrical maintenance is taken care of by an electrician appointed for the purpose. He is bestowed with the job of identification of faulty electrical fittings and their replacement throughout the year. Each laboratory is under a lab in charge and assistant lab in charge. The technical staff of the laboratory performs the duty of maintenance and upkeep of equipments of each lab under the supervision of lab in charge. Maintenance registers are kept in all the departments to record all the maintenance work in lab. Annual stock verification of all the equipments of the college is done by a committee appointed by the Principal for that purpose. The campus networking centre is maintaining the IT services for all the stakeholders of the college. An indoor substation is placed within the campus to meet all the electricity requirements of the institution. Yearly maintenance of substation is done by electrical assistant engineer appointed by CAPE along with electrician of the institute, with the instructions given by Kerala State Electricity Board.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!		

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language lab	01/08/2018	161	Faculty from CE Trikaripur
Professional Communication	23/07/2018	150	Central University Kerala
Counselling	23/07/2018	150	Counsellor
Anti drugs orientation	25/07/2018	150	Kerala Police
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	TPC Training	200	200	80	59
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
15	13	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	5
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Every year students elect their representatives to form the College Students Union and their respective association secretaries through college union election. The college provides a college union fund, which is collected from the students for union activities along with the first installment of tuition fees at the beginning of each academic year and the same is credited to the college union fund. The college union has an Executive Committee consisting of: ?Chairman ? Vice Chairman ? General Secretary ? Councilors to the Kerala University Union (Two Members) ? Editor of the College Magazine ? Arts Club Secretary ? Secretary of Sports ? One member representing the students of each year elected by the students of respective year among themselves ?Two lady representatives elected by the lady students of the college from among themselves. ? Treasurer and Staff Advisor The college has various academic and administrative bodies that have student representatives in them as given below: ?College Union ?Course Committee ?Hostel Committee ?National Service Scheme (NSS) Training and Placement Cell (TPC) ?Students Grievance Cell ?Women Cell ?Library Council ?Department Associations All the activities in the college is organized by the above committee. College union celebrates all the festival like Onam and Christmas. Arts festival is conducted in every year and annual sports meets is also conducted in addition to the sports and games organized by universities. Student are very active in NSS and department association activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

172

5.4.3 – Alumni contribution during the year (in Rupees) :

86000

5.4.4 – Meetings/activities organized by Alumni Association :

College front area is modified with monetary assistance of Alumni fund Alumni banglore chapter celebrated Onam in October 2018 Donated an approximate amount of Rs. 3 lakhs books to the central library in September 2018 Purchased head phones for the Language lab in November 2018.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has a Board of Governor (BoG) Headed by Dr. Sarith P sathyan, Associate Professor Department of Applied Mechanics, IIT Madras and eminent persons from academia and industry. Board of Governors is the body constituted to take all policy decisions with regard to smooth, effective and timely implementation of the Institutional projects, ensure overall faculty development, implementation of all academic and nonacademic institutional reforms, BOG monitors progress in the carrying out of all the proposed activities, resolve bottlenecks and enable the Institution to achieve targets for all key indicators. Our working system follows a perfect decentralization of activities and delegation of authorities. Involvement of each and every one in the decision making at their respective levels is ensured through decentralization and delegation of powers. There are various Institutional committees consisting of faculty and staff members. There are various committees consisting of stake holders for example PTA, Alumni and college development council which provide financial assistance as and when required. The top management provides a favorable environment to the faculty to enhance their academic capabilities. The faculty plays active part in various academic committees in the department and institution level. Major decisions are taken by Staff Council in which Principal is the chairperson, Head of the Departments and senior faculty members are members. Each departments are headed by senior most faculty member appointed by top management. Department is headed by Head of the Department. All the departmental decisions (academic and administrative) are taken by the Heads of Department in consultation with the Principal and faculty/staff concerned. Presiding of class committee, course committee, class PTA, department staff meeting regularly. Delegation of powers such as subject allocation, assign tutors, proposing the class committee/course committee chairman, approval of department timetable and assigning workload. Act as a permanent panel member in all the committees for selecting adhoc appointments. Analysis of appraisal of faculty members. Evaluation of appraisal of technical staff members. Cocurricular and Extracurricular activities organized by the departmental association are led by HoD. Also various faculty members have opportunities to hold the different responsibilities like: Institution level academic advisor Academic coordinator Placement officer IEDC coordinator Hostel warden RD coordinator Finishing school coordinator Examination chief superindendant (CUSAT KTU) Professional body members Class tutors, Staff advisor Labincharge PTA secretary Arts secretary

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
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<p>Curriculum Development</p>	<p>The college is affiliated to APJ Abdul Kalam Technological University, Kerala and follow the curriculum and the syllabi followed by it. In the beginning of the academic year academic calendar is prepared by the respective faculties which will be approved by the IQAC and published in the college web site and distributed to all the department heads. Before the end of current semester, the subjects for next semester from curriculum are assigned to the faculty based on their choice by the HoD. Options are given to students for selecting the elective subject, which in turn is consolidated by the Tutor and presented to HOD. The academic committees discuss and plan overall semester activities. The concerned faculty for each subject prepares a course plan giving the topics of the syllabus and proposed date of completion of the topic.</p>
<p>Examination and Evaluation</p>	<p>The Department approves the course plan for various subjects and Question paper screening committee scrutinizes the question papers submitted for internal examinations. Internal assessments aconducted as per the rules of KTU. After the first and second module the first internal test will beconducted. The question paper for the second internal covers the topics in third and fourth module. Finallat the end of each semester, University examinations are conducted to evaluate knowledge of students in t subject.</p>
<p>Research and Development</p>	<p>??The college encourage the faculty to pursue Ph.D. by providing QIP leave. ??The college central library provides research oriented books and Ejournal facility whichcomprises of the packages IEEE, ASCE and JGate. ??The college has both wired and wifi internet connectivity in all the laboratories, faculty cabin and hostel for the fast access of online resources.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>??The Library has an exhaustive collection of Technical books of more than 20000 volumes from all branches of engineering along with international and national Journals. The digital Library boasts off having latest collection of CDs. The Library is computerized and bar coding is used for searching and indexing of books. Ejournal facility has been provided in</p>

our library which comprises of the packages IEEE, ASCE and JGate. Book bank facility has been provided for SC/ST Students. The Central Library is Fully Automated. KOHA open source Integrated Library Management system used for Library Automation. Barcoding Labels are pasted in all books in the Library. All the class rooms are equipped with modern projectors and the college have 5 seminar halls.

Human Resource Management

The college is managed by Cooperative Academy of Professional Education(CAPE) Kearala. When ever the vacancy occurs CAPE will notify the vacancy in website and popular national dailies and the the employees are selected on the basis of merit through written test and interview. Leaves are provided as per the rules Kerala Service rules. Duty leave is provided for attending FDPs/Seminar/Workshop. In addition to this QIP leave is provided to pursue higher studies. Internal evaluations by students are taken twice in a semester which will help to improve the efficiency of teaching staff.

Teaching and Learning

Management support by providing adequate infrastructural facility, appointing well qualified and experienced faculties. Provide WiFi facility to the whole campus to utilize the online resources. Faculty members are permitted to attend various training programs such as faculty development programs in various prestigious institutions like IITs and IIMs to update their knowledge base and improve teaching skills. Once the subject is assigned to a faculty, course files are prepared and maintained by the faculty which includes syllabus, academic calendar, year calendar, course plan, teaching materials such as tutorials, assignments, internal test question papers, answer key, scrutiny form, previous year University question papers etc. The concerned faculty for each subject prepares a detailed lesson plan giving the units of the syllabus and proposed date of completion of the unit.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area

Details

<p>Planning and Development</p>	<p>Most of the planning and development activities are done as per government rules and regulations. As per the executive committee decisions of the management the most of the development activities are conducted on e governance pattern of Government of Kerala. The construction as well as purchase activities are done on e tendering process. A separate engineering wing is established in the college for these types of activities under the Assistant Engineer. Faculty members are also members for the procurement process. The Purchase under TEQIP - II scheme was done on PMSS (Procurement Management Support System). Right now the maintenance are also doing under this system.</p>
<p>Administration</p>	<p>Administration is also under the e - governance system of Government of Kerala. Eventhough the college is situated in a remote area (North Malabar region of Kerala) the college thrives to attain the latest tools of administration with available tools in hand. There is an effective whatsapp group for disseminating data from the top to bottom management and for effective group discussions. It helps to provide the brief of any event to be happened in the college. The college campus is equipped with CCTV cameras at very place of need.</p>
<p>Finance and Accounts</p>	<p>The college uses the Tally software for transparent functioning of Finance and Accounts. This helps increased efficiency of staff towards the accuracy in financial transactions. The students fees are collected in online mode. Hence 100 of the financial transactions are digitalised. All the book of accounts are audited externally by the Management every year. The administrative department maintains books of accounts in a perfect manner.</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<p>No Data Entered/Not Applicable !!!</p>				
<p>No file uploaded.</p>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group insurance, EPF	Group insurance, EPF	Group insurance,

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

[The institution has two types of audit 1. External audit conducted annually by CAPE. 2. Internal audit conducted annually by college administration.](#)

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KTU Audit	Yes	Internal Audit

				Cell
Administrative	Yes	Principal	Yes	CAPE

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

?Parent Teacher meetings are conducted regularly for the betterment of students for their studies and to provide necessary amenities to the students. ?PTA provided financial support for conducting bridge course for the newly inducted Engineering students ?PTA encourage students through cash awards. Semester toppers of all branches are awarded with the cash prizes. ?Financially supported by improving campus facilities by providing fund for renovating college front area and campus beautification.

6.5.3 – Development programmes for support staff (at least three)

Provision for part time study for staff members Supporting staff attend various workshop in their respective domain to improve their knowledge. Softskill training programme is also provided to supporting staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

? EEE department accredited by NBA. ?Other departments are taken initiatives for NBA accreditation. ?TPC introduced more training programmes to increase placement.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Workshop on :What to study next?	09/06/2019	09/06/2019	09/06/2019	180
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Breast Feeding and Child Health	10/08/2018	10/08/2018	100	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	600

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	09/06/2019	111111	One day workshop on higher Education and interaction with Civil service exam rank holder	career guidance	150

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The old and obsolete computers and UPS in the institute are periodically sold by inviting tenders. Printer cartridges are refilled instead of buying a new one which helps in reducing the ewaste.
NSS conducts programs periodically to create awareness among the staff and students about the need for keeping the campus plastic free.
Food waste from the canteen and the girls' hostel are used to feed animals in nearby farms.
Electrical and Electronics Engineering Department submitted a project proposal on Renewable energy to KIFB
NSS unit along with Nileshwar Block Panchayath Planted trees in the campus under the project Vanavalkaranam.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Social activities of the NSS Goal: Expose the student life to people hailing
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from diverse socioeconomic cultural background To help and understand the societal need of the community in the surroundings of the college. Context: NSS activities are selected keeping in the mind that the college is in the remote area of the Kasaragod district of Kerala which lacks financial and other support from Government and other higher authorities. Practice: NSS camp is conducted every year with active participation of all the NSS volunteers and staff. NSS participate in the wide range of activities at the college regional and state level. NSS programme officer for the year 201819 of our college was awarded with best programme officer. NSS conducted seven days camp at Govt. Ayurvead college Pariyaram. In that camp maintenance and repair of furniture and hospital equipment ort Rs. 3081230/ has been done. A camp was also conducted at Valiyaparamba Primary health Center(PHC). Evidence of Success Valiyaparamba PHC has won the first prize in the Kayakalpa award for the best PHC in Kerala state. A helping hand for the society Provide free consultancy work Civil Engineering department prepared and handed over the project proposal for the cheemeni bus stand with free of cost. A project cheemeni bus stand proposal of final year Civil engineering students guided by assistant professor Sri. K. Soumyan is prepared and submitted to KayyurCheemeni Gramapanchayath president. The project estimated cost 8 crores and it consists of 8 bus bay and a shopping complex. Seperate places are allotted for Bus parking, autotaxi parking, Private vehicle parking and police aid post. The total area of the shopping complex is 2780 sq.m and it occupies space for separate waiting rooms for Gents and ladies, 12 shops, Information centerfeeding room and 6 toilet in ground floor and post office, meeting hall, 8 shops,and 4 toilet in the first floor. Another free consultancy work was conducted under life mission project of Kerala.Free plan and estimation was done for the houses by civil department and electrical department with the support of NSS students and students from electrical department free wiring has been done for two houses.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The goal of best practice is to appreciate the work done by the teaching staff, nonteaching staff and students of the institute and motivate them to excel in their areas of expertise. This practice would ensure continuous improvement in their performance as per the quality policy to achieve the Vision and Mission of the institute. The student who ranks first in the class in the University examinations is declared as Topper of the Class. The college follows an outcome base education by developing course plans with objectives and outcomes. The learning styles of the students are evaluated through learning style test. Though the college is affiliated KTU, curriculum gaps are plugged through design based experiments, additional labs other than the curriculum and evaluated systematically through different assessment tools. The college has launched Alumni Portal to connect with the alumni and utilize their services, like Guest Lectures, Internship opportunities, placements, etc. Regular training placement is imparted in the area of communication skill and aptitude to the students to make them employable. Regular training placement is imparted in the area of communication skill and aptitude to the students to make them employable. The college regularly encourages the students to compete in external competitions (tech fests, paper presentations and idea and innovation contests) for which students projects are certified. Parents meet are conducted to take the regular feedback about the progress of their ward and overall development of the college. A unique counseling process is followed wherein

every week the students are provided a slot to meet the counselor. College has a good tutoring and mentoring system Travel grants are availed by faculty from university/UGC to attend international conferences NSSUnit of the Technical Campus has been very active in maintaining objective of Swachha Bhart Abhiyan.

NSS volunteers actively associated in making reports on Annual Status of Education Report. They are camping in the remotest village of India. Training for second and third year students. The college conducts training programme for second and third year students every year besides college has signed MOUs with reputed industries. Industrial visits The college engages industrial visits to acquaint the students with practical and basic engineering knowledge every year. Project exhibition (INQUA) The college makes exhibition of the best projects done by the students to motivate and enhance the culture of engineering and science to first and second year students. Sports and cultural programmes: The college takes sports and cultural programme to provide an exposure and boost the hidden talents of the students. We organize induction programs and summer coaching camp for the students. They learn basics in few critical subjects. Equal importance is given to extracurricular activities too. Experts from industries train them to meet the requirements of the industry. The morale of the students is boosted by inspirational talks.

Provide the weblink of the institution

www.cetkr.ac.in

8.Future Plans of Actions for Next Academic Year

The primary plan for the next academic year of the institution is to accredit all the programmes under NBA. The departments have started preparing the Self Assessment Report (SAR). Training and Placement Cell(TPC) chalked out different activities to improve the placement of the students including the first year students. Plans are to conduct training programme like improving the soft skills, aptitude skills, logical skills and personality skills. To improve the academic result, IQAC ensures the academic auditing periodically (twice in a semester). Steps has been taken to effectively implement tutorial and peer leaning sessions. More remedial classes are scheduled to weak students identified after the Internal evaluations. Planned to submit a seminar proposal to NAAC on the topic "Good Practices in Academia". Alumni Association have planned to provide yearly financial award for the best out going student. Planned to conduct technical fest including exhibition/workshop/competitions to improve the technical skills of students. Planned to submit the academic project proposals to get the funding from the Central and State agencies. Planned to conduct rigorous training programmes specially oriented towards various competitive exams like NET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services. Motivate the students to participate in the conference, seminars etc. Support faculty to publish papers and attending seminars, conferences and workshops. Planned to conduct an improvised orientation programme for first year students for nurturing towards achieving the institutions vision. Planned to conduct career based workshop, personality development based workshop, curricular / extracurricular based workshop and workshop on cutting edge technologies. Beyond the syllabus based education Providing weekend diploma courses on Design of Electric Vehicles. Planned to conduct Additional skill development programme like Cloud computing, Robotics, Machine learning, Hadoop etc. College planned various free consultancy services in association with government local bodies for the development of backward rural villages by providing design and estimation for the construction of primary health center, roads and other government building. Planned to conduct disaster management training programme to face natural calamities like flood, land slide etc. Planned to conduct awareness programme on drug abuse among students. Planned to conduct awareness programme on cyber crime and security in association with Kerala police. Enhance the facility for counseling and medical support for the needed students and staffs. Provide a platform for the faculty

members to enrolling online courses. Coaching the students to perform well in the university sports meets and games. Planned to procure project funding on "Energy harvesting " under various agencies. Planned to conduct orientation programme on the usage of ejournal subscribed by the institution. Supporting the Entrepreneurship activities to initiate start up activities under IEDC. Providing technical improvement programmes(eg. Tally) for administrative staff.