Yearly Status Report - 2018-2019

Part A

Data of the Institution	
1. Name of the Institution	**GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY**
Name of the head of the Institution	**SASIMURUGAN T**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**044-26311045**
Mobile no.	**7010723984**
Registered Email	**principal@gojaneducation.com**
Alternate Email	**viceprincipal_gsbt@gojaneducation.com**
Address	**80 FEET ROAD, EDAPALAYAM, REDHILLS**
City/Town	**CHENNAI**
State/UT	**Tamil Nadu**
Pincode	**600052**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Mr. SURESH RAJ L**
Phone no/Alternate Phone no.	**04426311016**
Mobile no.	**9884566996**
Registered Email	**iqac@gojaneducation.com**
Alternate Email	**sureshraj.l@gojaneducation.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gojaneducation.com/IQAC/2017-18/AQAR%202017-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gojaneducation.com/upload/download/Academic%20Calendar/2018-2019/UG%20&%20PG%20All%20ODD%20Semester%20Academic%20Calendar%20June%202018%20-%20April%202019.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.25**	**2015**	**03-Mar-2015**	**02-Mar-2020**

6. Date of Establishment of IQAC	**24-Apr-2014**

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

IQAC Minutes of Meeting	26-Dec-2018 1	10
IQAC Minutes of Meeting	26-Apr-2019 1	10
ISO Upgradation	15-Dec-2018 2	20
Participated in NIRF	29-Nov-2018 2	0
Entrepreneurship Training Programme	09-Aug-2018 2	127
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8. Provide the list of funds 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
NIL	0	NIL	2018 0	0
NIL	0	NIL	2019 0	0
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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)

1. ISO Upgradation – Institution is ISO 9001:2015 certified as on December 15, 2018. 2.Participated in NIRF Ranking 2018 3. Conducting Soft skill programmes and personality development programmes to the students. 4. Conducting Regular Academic Audit by the Academic Coordinators. 5. Conducting National Level Conference, National Level Technical Symposium, Guest Lecture, Seminar Workshop.

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
To apply the Permanent Affiliation for the course B.E. Aeronautical Engineering	Permanent Affiliation for the course B.E. Aeronautical Engineering was granted on February 22, 2019.
To start IEI Student Chapter	IEI Gojan Student Chapter started on February 18, 2019
To Conduct the Two Academic Audit per Semester	Academic Audit were conducted to ensure the academic policies to the faculty members.
To Conduct National Level Symposium, Conference, Workshop etc.	National Level Symposium, Conference, Workshop were conducted for all the departments.
To Conduct the Guest Lecture & Seminar program twice in a Semester for each department	Guest Lecture & Seminar program were conducted for all the departments
Plan for Industrial Visit	Industrial Visit have been conducted for all the departments.
To enhance Entrepreneurship Development Cell Activity	Entrepreneurship Development Cell Program have been conducted by the Technical Experts.
To Conduct NSS Activities for the Students.	NSS Activities like Road Safety Awareness Program, Abolition of Liquor Consumption, Road Safety Week, Blood Donation Camp, Swachh Bharat Activity on Awareness of open defecation were also conducted.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
GOVERNING COUNCIL	10-May-2019

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	07-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	I Campus HUB (ERP) is available in the college and is effectively used. It is used for uploading details and reports of The Module consist of 1. Student 2. Academic 3. Fees Management 4. Finance 5. Payroll 6. Fleet Management 7. SMS 8. Manage Users 9. Reports Generated 10. AutoLib Software is used for Library. 11. CCTV surveillance Available

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

The College is affiliated to Anna University, the curriculum and syllabi prescribed by the university are strictly adhered to. Apart from this prescribed curriculum, the College has devised few ways and means to reinforce the teaching and learning process in the following ways: Pre-planned Academic calendar is aligned as per the University issued assessment schedule which includes Industrial Visits, Guest Lectures, Symposium, Cycle Tests (CT), Model Exam and other related activities. Lesson plan and Lab manuals are prepared prior to the commencement of the semester Meetings are conducted by the principal periodically with all Heads of the Department to evolve various strategies for effective implementation of the Curriculum. Enhanced Library facilities with Wi-Fi Preparation of course file by the faculty members which contains lesson plan, 2 mark questions and answers, notes of all the units, university question paper prior to the commencement of each semester and a random topic is being explained in the presence of the Principal Formalizing innovative teaching methods, in addition to the traditional lecture method to brush up the active participation of the students To face the challenges of todays technological atmosphere, the institution organizes PPT & video discussion shows for all the students. The students are allowed to express and discuss their ideas with the faculty members. Mentoring the students and motivating them to strengthen their bond with the faculties and to enhance the performance of the students. Mentors maintain the academic records of their mentees Organizing suitable guest lectures by industry personnel and industrial visits to improve the curriculum designed and specified by Anna University. Allotment of the course is based on experience and accomplishment in previous years. Feedback collected and analysed on regular basis so as to monitor the syllabus completion and personal queries of the students Conducting Class committee meeting thrice a semester to discuss about the various issues concerned with the academics The Head of the Department maintains a good rapport with the students and the faculty members, frequent Minutes of Meeting in the department for the effective implementation of the curriculum The Head of the Department and the Principal reviews the periodic completion of the syllabus by the faculty Methodical examination process, Prompt evaluation, Dispatch of the results to the parents at every phase Periodically conducting

Parent-teachers meeting to discuss about the students performance Notifying parents about the absentees on regular basis by the class advisors Question papers are prepared to attain the effectiveness of the course outcome Pioneering new projects and encouraging the students to accomplish on it by allowing and supporting them in all their endeavours Sophisticated Laboratories according to the requirements of the curriculum Aptitude and soft skill hours are included in the time table Regular coaching classes for training the students Formalizing "outcome-based approach" for the effective delivery of the curriculum Question papers are prepared to attain the effectiveness of the course outcome

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
Finite Element Simulation Using ANSYS	Nil	02/02/2019	90	Employability	Nil
RC Flight Control	Nil	10/07/2018	90	Employability	Nil
ANSYS Fluent for Aerodynamicist	Nil	10/07/2018	90	Employability	Nil
STAAD PRO	Nil	10/07/2018	90	Employability	Nil
Embedded and Automation Systems Design	Nil	13/07/2018	90	Employability	Nil
Robotics Programming	Nil	09/07/2018	90	Employability	Nil
CNC Programing	Nil	17/08/2018	90	Employability	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BE	NIL	Nill
BTech	NIL	Nill
MBA	NIL	Nill
ME	NIL	Nill
[View File](#)		

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
BE	Aeronautical	02/07/2018

	Engineering	
BE	Civil Engineering	02/07/2018
BE	Computer Science and Engineering	02/07/2018
BE	Electrical and Electrical Engineering	02/07/2018
BE	Electronics and Communication Engineering	02/07/2018
BE	Mechanical Engineering	02/07/2018
BTech	Information Technology	02/07/2018
ME	Applied Electronics	02/07/2018
ME	CAD/CAM	02/07/2018
ME	Computer Science and Engineering	02/07/2018
ME	Engineering Design	02/07/2018
ME	Power Electronics and Drives	02/07/2018
ME	VLSI Design	02/07/2018
ME	Master of Business Administration	02/07/2018

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

	Certificate	Diploma Course
Number of Students	70	Nil

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
Finite Element Simulation Using ANSYS	02/02/2019	7
RC Flight Control	10/07/2018	5
ANSYS Fluent for Aerodynamicist	10/07/2018	5
STAAD PRO	10/07/2018	8
Embedded and Automation Systems Design	13/07/2018	25
Robotics Programming	09/07/2018	10
CNC Programming	17/08/2018	10
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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
BE	Aeronautical Engineering	7
BE	Electronics and	3

	Communication Engineering	
BE	Mechanical Engineering	5
BTech	Information Technology	1
ME	Master of Business Administration	51
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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

We collect feedback from stakeholders such as students, faculty, employer alumni and parents to gather information and use it to build a better working environment, increase the efficiency of the institution, increase students engagement, provide more valuable service and maintain personage of the institution. A structured feedback form ensures to get proper feedback and also capture all relevant information. In order to ensure and analyses the feedbacks, IQAC is involved in reviewing and cultivating the academic excellence at all levels. The most powerful form of assessment is students and faculty feedback forms that gives high quality and meaningful feedback which can increase students learning. Student's feedback is an effective tool for faculty evaluation resulting in faculty development. Based on the feedback, faculties were informed about their strengths and weaknesses in a confidential manner. A uniform opportunity was then provided to these teachers for 3 months to improve their teaching skills. At the end of the period, again a questionnaire was administered to both the students and the faculty to assess the effectiveness of the feedback system. Student's feedback was used in evaluating and improving the effectiveness of the quality of teaching skill. On the other hand, student's experience in classroom is measured with the help of feedback forms in improving the relationship of students with the institution. It provides a way to sustain the promise of the institution. Equally, faculty feedback form is intended to collect information relating to the satisfaction and expectation towards the curriculum, teaching, learning, evaluation and infrastructure. The information gathered from the faculty is used for quality improvement in terms of education and the institution. It provides suggestions for the development of students and enhancement of students self-efficacy, improvement of learning strategies, and modifications for quality education. Besides, it helps to build neighbouring, open working relationships and healthy work environments among staff. Consequently, feedback from parents ensures our performance and excellence. The information lets us see where our strengths lie and also the areas in which we need to improve. Also, it expresses their perception regarding the institutional policies and decisions, effectiveness of communication channels which helps to take necessary steps in getting parents involved in decision making and to build strong relationships with the institution. Alumni feedback reflects the quality of the students the institute has produced. Alumni feedback deduces the quality of activities organized for

overall development of students by the institution such as teaching and learning practices, steps taken in developing the students communication skill, leadership qualities, social commitments and responsibilities, handling of students grievances, hospitality, alumni management etc. This enhances the overall development of the institutional activities. The suggestions given by the alumni are analysed and the necessary actions are taken.

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
ME	Computer Science and Engineering	18	5	5
ME	CAD/CAM	18	1	6
ME	Applied Electronics	18	5	1
BTech	Information Technology	30	30	19
BE	Mechanical Engineering	120	39	39
BE	Electronics and Communication Engineering	90	27	27
BE	Electrical and Electrical Engineering	30	10	10
BE	Computer Science and Engineering	90	66	66
BE	Civil Engineering	60	Nill	Nill
BE	Aeronautical Engineering	60	29	29

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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	931	145	116	24	18

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	Numberof smart classrooms	E-resources and techniques used
158	58	4	8	Nill	3

View File of ICT Tools and resources
View File of E-resources and techniques used

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

Yes. Every faculty is allotted with 10 students for mentoring. Listens to the students concerns about academic and emotional problems. Helps students to process their plan, goals and action and solving problems Improves parent/teacher relationships This creates a better environment in the college, where students can approach teachers for both educational and personal guidance

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1076	158	1:7

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
158	117	41	41	3

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
2018	NIL	Nill	NIL
2019	NIL	Nill	NIL

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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
BE	101, 103, 104, 105, 106, 114	II/I	22/04/2019	24/06/2019
BE	101, 103, 104, 105, 106, 114	IV/II, VI/III, VIII/IV	22/03/2019	22/06/2019
MBA	631	I/I	10/12/2018	15/02/2019
MBA	631	III/II	17/10/2018	13/01/2019
ME	401, 402, 405, 408, 415,	I/I	15/12/2018	15/02/2019

	419				
ME	401, 402, 405, 408, 415, 419	III/II	17/10/2018	13/01/2019
BTech	205	I/I	10/12/2018	15/02/2019
BTech	205	III/II, V/III, VII/IV	17/10/2018	13/01/2019
BE	101, 103, 104, 105, 106, 114	I/I	10/12/2018	15/02/2019
BE	101, 103, 104, 105, 106, 114	III/II, V/III, VII/IV	17/10/2018	13/01/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We do follow the assessment procedure as per the norms of the Anna University. Based on the academic calendar, the institute conducts two CT examinations and one model examination to evaluate the students. Faculty members prepare 2 sets of question papers as per the format given by the exam cell. Out of these 2 sets of question paper one set is selected by the exam cell coordinator, randomly. Evaluated answer scripts are given to the students for verification. While distributing the evaluated answer scripts, the answer key/ scheme of evaluation is discussed in the class. Students are given a fair chance to appeal on any discrepancy in the valuation. Students are awarded additional/missing marks (if any) if the appeal is valid. CT each carry 50 marks with the duration of 90 min and model exam carry 100 marks with the duration of 3hrs. For practical subjects the faculty will do the keen evaluation of student for every experiment which includes regularity, procedure, results, viva and promptness in submission of records and the marks obtained are recorded against each experiment in the student record. For the quality of the projects, the evaluation is done by Project Review Committee along with the project guides.

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

An academic calendar is published by the institute which includes following items: Academic year starts as prescribed by Anna University. The university prepares and publishes the academic calendar for the academic year which includes plans for curricular and co-curricular activities based on the available working/teaching days as per university norms. Academic calendar in association with the University issued Assessment Calendar which includes Industrial Visits, Guest Lectures, Symposium, Cycle Tests, Model Exam and other academic activities.

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 in website of the institution (to provide the weblink)

https://www.gojaneducation.com

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
405	ME	Computer Science and Engineering	9	8	89
402	ME	CAD/CAM	4	Nill	0
401	ME	Applied Electronics	3	1	33
205	BTech	Information Technology	7	2	29
114	BE	Mechanical Engineering	57	27	47
106	BE	Electronics and Communication Engineering	32	13	41
105	BE	Electrical and Electrical Engineering	13	5	38
104	BE	Computer Science and Engineering	37	15	41
103	BE	Civil Engineering	33	13	39
101	BE	Aeronautical Engineering	20	10	50

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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://www.gojaneducation.com/sssurvey-result.html

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
Industry sponsored Projects	365	SOUTHERN ELECTRONICS PVT. LTD.	0.85	0.85
Projects sponsored by the University	180	Gojan School of Business and Technology	3.84	3.84
Minor Projects	180	Tamil Nadu State Council	0.07	0.07

		for Science and Technology		
Minor Projects	180	Tamil Nadu State Council for Science and Technology	0.07	0.07

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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
Latest Trends Skill Based Training and Group Activities	Electrical and Electronics Engineering	05/01/2019
One Day Workshop on Robotics	Electronics and Communication Engineering	08/02/2019
Introducing an Intensive Training Program In IOT	Electronics and Communication Engineering	01/02/2019
Remote Sensing and Geographic Information System	Aeronautical Engineering , Electronics and Communication Engineering	04/01/2019
Research Opportunities in Engineering Technologies	Electrical and Electronics Engineering , Electronics and Communication Engineering	21/12/2018
Career in Civil Engineering	Civil Engineering	19/12/2018
MATLAB Design System Modelling Workshop	Electrical and Electronics Engineering	05/09/2018
Android Application Development	Computer Science and Engineering	05/09/2018
Guest Lecture in RF and Microwave Engineering	Electronics and Communication Engineering	27/07/2018
Career Guidance	All Department	19/07/2018
Guest Lecture in Image Processing	Electronics and Communication Engineering	17/07/2018
Design Technologies	Aeronautical Engineering , Mechanical Engineering	12/07/2018
Education Matters (Higher Studies)	Aeronautical Engineering, Computer Science and Engineering , Information Technology	12/07/2018
One Day Lean Six Sigma Workshop for Engineering Students	All UG Departments	11/07/2018
SCADA Industrial Applications	Electrical and Electronics Engineering	23/08/2018

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
Future Solar Design Challenge	GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY	Credible Future India	13/03/2019	Drag Race Runner up

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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
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nill

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)
National	Civil Engineering	1	Nill
National	Information Technology	1	Nill
National	Mechanical Engineering	2	Nill
National	Electrical and Electronics Engineering	1	Nill

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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
Mechanical Engineering	2
Information Technology	1
Civil Engineering	1
Electrical and Electronics Engineering	3

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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	Number of citations excluding self

					the publication	citation
NIL	NIL	NIL	2019	0	NIL	Nill
NIL	NIL	NIL	2018	0	NIL	Nill
			View File			

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
Optimal Controller for mitigation of harmonics In Hybrid shunt Active Power Filter connected Distributi on System	Arunsankar G	JRSE	2019	1	1	Yes
NIL	NIL	NIL	2018	Nill	Nill	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	Nill	12	Nill
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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
National Protuctivity Council Poster Making Competion	GOJAN NSS	1	35
Alcohol Abolition Awareness Rally	GOJAN NSS	1	175
Kerala Flood Relief Fund Collection	GOJAN NSS	1	20
Clean Village Campaign	GOJAN NSS	1	20
Heartfulness	GOJAN NSS	1	160

Meditation Program				
Tree Plantation	GOJAN NSS	1	50	
Offering Nilavambu Water	GOJAN NSS	1	10	
Dengue Awareness Rally	GOJAN NSS	1	50	
Swachh Bharath Summer Internship Program	GOJAN NSS	1	20	

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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
Future Solar Design Challenge	Drag Race Runner up	Credible Future India	21

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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 activites	Number of students participated in such activites
SWACH BHARAT	GOJAN NSS	Summer Internship Camp	1	20

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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
Research Project	2	Tamil Nadu State Council for Science and Technology	1
Research Project	1	Gojan School of Business and Technology	1

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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
Internships	Students Training	Garuda Aerospace Pvt. Ltd.,	11/02/2019	16/02/2019	7

		24/46, KB Dasan Rd, Seetammal Colony, Lubdhi Colony, Alwarpet, Chennai, Tamil Nadu 600018			
Internships	Students Training	Om Logistics Ltd. 130, Transport Centre, Punjabi Bagh, Indira Colony, West Patel Nagar, New Delhi, Delhi 110035	02/02/2019	05/04/2019	1
Internships	Students Training	Virtue Pvt.Ltd, No: 94, 215, Madras Thiruvallur High Rd, Villivakkam, Chennai, Tamil Nadu 600049	10/01/2019	09/04/2019	1
Internships	Students Training	Vetrivel Forgings G 48 49, Sidco Industrial Estate Kakka lur, Thiruva llur, Tamil Nadu. India. Pin Code:602 003. Phone: 91 44 27661753.	07/01/2019	08/03/2019	1
Internships	Students Training	Arun TMT C Block, No. 804, Shivalaya Building Ethiraj Salai, Egmore, Chennai 600008. B-15 Sipcot Industrial Estate Gummi	02/01/2019	03/04/2019	1

		dipoondi 601201 Tiruvallur Dt.			
Internships	Students Training	Wheels India Limited Factory: Padi, Chennai – 600 050. Registered Office:21, Patullos Road, Chennai-600 002.	02/01/2019	12/03/2019	1
Internships	Students Training	A.S.BAJAJ A S Motors No:5/307 C, Mannarkkad Road, Karink allthani, Palakkad Dt.	02/01/2019	02/04/2019	1
Internships	Students Training	Uniworld Logistics Perfecting Solutions #225, S.T Bed Extension, 5th Main, 4th Block, Balaji Nagar, Chennai-600 008. Tamilnadu, India.	01/01/2019	31/03/2019	1
Internships	Students Training	Sakthi Sai Safety Glass India Off:556, P.H. Road Arumbakkam, Chennai-600 106. Factory:No: 18 , Anna Industrial, Gopalnagar, Vedaperumbak kam, Cheenai-600 060.	28/12/2018	29/03/2019	1
	Students	Bergen	17/12/2018	16/03/2019	1

| Internships | Training | Pipe Supports (India) Private Limited No:720, Belerica Road, Sector 22, Sri city DTZ, Varadaiahpalem Mandal, Chittor District, Andhra Pradesh, India – 517 541. | | | |

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 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
Ko Infotech Pvt., Ltd.,	27/04/2019	Mobile App Development, Web Design, Billing Software's Training	20
Automobile Division of Southern Electronics (Bangalore) Pvt. Ltd., (Gojan Campus – Chennai Division)	26/04/2019	Front Wiper System, Windshield Washer System, Cooling Fan Motor, Starter Motor for motorcycles, AC Generator Training	35
M/s Goodwin Motors	26/04/2019	Car Engine, Motor Cycles, Bike Transmission Training	35
Fore View Technologies Pvt., Ltd.,	26/04/2019	MATLAB, Java, Dot Net, Embedded System, IoT, Power System, Power Electronics Training	40
Be Cool Air Conditioners	25/04/2019	Compressor, Condenser Expansion Device, Power Chill, Coanda Operation, Cool Sleep – Off Timer, Smell Proof Function, Econo Mode, Auto Restart,	20

		Freeze up Protection, Remote Controller Functions Training	
Power Tech Innovations	03/04/2019	Electronics Manufacturing and Software Development Training	45
Integral Systems Components Pvt. Ltd., (Gojan Campus – Chennai Division)	08/03/2019	Sensors, Switches Manufacturing and Servicing Training	20
Southern Electronics (Bangalore) Pvt. Ltd., (Gojan Campus – Chennai division)	20/02/2019	PLC, SCADA, DCS, Embedded Systems, Drives, Field Instrumentation and Advanced Mechanical Systems Training	10
Suman Controls Pvt. Ltd., (Gojan Campus – Chennai division	30/01/2019	Instrument Transformers (CT PT) Training	5

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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
15	15.9

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

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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 patially)	Version	Year of automation
AutoLib	Partially	Standard	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	32006	9601800	1846	553800	33852	10155600
Reference Books	10669	3200700	615	184600	11284	3385300
e-Books	845	725000	2705	57820	3550	782820
Journals	180	413918	Nill	Nill	180	413918
e-Journals	373	567580	Nill	Nill	373	567580
CD & Video	934	116800	10	10000	944	126800
Library Automation	1	63000	Nill	Nill	1	63000
Others(specify)	Nill	Nill	2	600	2	600
Others(specify)	Nill	Nill	2	6920	2	6920

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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
NIL	NIL	NIL	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	404	8	1	1	2	1	8	20	0
Added	0	0	1	0	0	0	0	100	0
Total	404	8	2	1	2	1	8	120	0

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

120 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
NIL	http://nil.com

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 incurredon maintenance of physical facilites
125	142.63	300	335.57

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)

The college has appointed several people for maintaining the infrastructure by way of building maintenance, transport, furniture and generator operator, in case if the power shuts down. Separate Complaint registers were maintained for various services like electrical, plumbing, housekeeping etc. The people, who work here on maintenance of the college, will report regularly about the breakage of instruments and devices to the higher authority. Laboratories (utilization and maintenance) Computer laboratories: Students and faculty members can access the intranet and internet. Preventive and breakdown maintenance procedure is followed to ensure maximum availability of the systems in the lab. Installation of antivirus and firewall ensures that the software and system is secured. A daily status check on the hardware and software condition of the machines are undertaken and the same is noted in a register. It helps to identify and rectify the problem at the early stage itself. If the problem is minor the technical support staff of the lab will rectify it. For major failures support from vendor is taken. Periodic maintenance is done by regular cleaning of the lab spaces, software updates and antivirus updates. The stock in the lab will be verified by the faculty team from other department. Electrical and Electronic Equipment: Regular checkup of equipment is carried out at the end of every semester. Breakdown register is maintained in the laboratories. The faculty trainer kit is serviced by service engineers of the specified companies. The measuring instruments are calibrated regularly by standards companies. Stock verification is done at the end of each semester by the faculty members from other department. Machine Laboratories: All the equipment is serviced at the scheduled time. All the machine tools equipment including the location are properly guarded. Machine tools and equipment are operated only by qualified and authorized personnel in order to maintain safely. Stock verification is done at the end of each semester by the faculty members from other department. Library: The library is well equipped with all necessary software in computer and equipped with reference books. The students and the faculty members are regularly borrowing and referring the library books by providing their library cards. The library in charge maintains the updates regularly with the help of accession register. Sports complex: The college gives more important to sports events. Students are participating in more intra and inter college competition. The college has indoor games and nine outdoor games such as cricket, volleyball, basketball, football and so on. The play grounds are maintained regularly and properly.

http://gojaneducation.com/campus-life.html

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
Financial Support	GOJAN TRUST	339	9031800

from institution	SCHOLARSHIP		
Financial Support from Other Sources			
a) National	PMSS	335	22000000
b)International	Nill	Nill	Nill
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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 implemetation	Number of students enrolled	Agencies involved
Soft Skills	02/07/2018	931	Mrs. Pushpalatha, BU Head, Power Tech Innovation, Ambathur, Chennai. Ms. Radhika R Arunmani, Training Consultant, Etymology Training Services, Chennai.
LIFE SKILS (Yoga, Physical Fitness, Health and Hygine)	21/06/2018	100	Physical director department, Gojan School of Business and Technology
ICT/computing skills	03/07/2018	150	Placement and training department, Gojan School of Business and Technology150
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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 passedin the comp. exam	Number of studentsp placed
2018	NIL	Nill	Nill	Nill	Nill
2019	NIL	Nill	Nill	Nill	Nill
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
Nill	Nill	Nill

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 stduents placed	Name of organizations visited	Number of students participated	Number of stduents placed
Various organizations Visited	65	39	NIL	Nill	Nill
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	Nill	NIL	NIL	NIL	NIL
2019	Nill	NIL	NIL	NIL	NIL
View File					

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
Nill	Nill
View File	

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

Activity	Level	Number of Participants
Football Tournament	Zone	28
Cricket Tournament	Zone	25
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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
2018	Third place Anna University Zone 1 Athletics meet	National	1	Nill	110518631015	Joseph A
2018	Third place Anna University Zone 1 Athletics meet	National	2	Nill	110516106044	Vijaya Lakshmi C.H
2018	Third place Anna University Zone 1	National	1	Nill	110516106044	Vijaya Lakshmi C.H

2018	Third place Anna University Zone 1 Athletics meet	National	1	Nill	110516106008	Esakkiya E
2018	First Anna University Inter Zonal	National	2	Nill	110517408003	Jeganmohan J
2018	First & Second place Anna University Zone 1 Athletics meet	National	1	Nill	110518415002	Manicka Raja K
2018	Third Anna University Inter Zonal BOXING	National	1	Nill	110518114018	Naresh K
2018	Second place Anna University Zone 1 Athletics meet	National	1	Nill	110515110100	Mohammed Aubakkar M
2018	Second place Anna University Zone 1 Athletics meet	National	1	Nill	110518114015	Naresh M
2018	1st place Inter Zonal Best Physique Above 80kgs	National	2	Nill	110518631021	Mainkandan P

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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)

Student representatives actively participate in various activities. They help in coordinating all the events related to academics and other co-curricular and extracurricular activities. The student representatives bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class. Students are represented as

members in the class committee meetings through which they can suggest their ideas and discuss their issues. Function of student' volunteers in each department is to organize various programs including technical symposium every year. College creates a platform for the active participation of the students in the various academic administrative bodies including other non-academic activities. It empowers the students in gaining leadership qualities, participation, interactive cooperation, problems solving skills and execution of various skills. Each council has a representative council, called as Class Committee. The students express their views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class. The composition of student members is of one topper, one average and one slow learner of each section who are nominated as class representatives for all the sections from First Year to Final Year. The Student Council helps students to share ideas, interests, and concerns with the Faculties and Principal. They also help to raise funds for wide activities including social events, community projects, and helping people in need. Various programs like paper presentations, workshops and seminars are organized by these bodies every year. The student council support with management for sports, programs and other social activities. Student council also helps in maintain disciplinary activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Institution has a registered Alumni Association. The Alumni Association of Gojan School of Business and Technology has been registered under the Tamil Nadu Societies Registration Rules, 1978 ACT, 1975 (TAMIL NADU ACT 27 OF 1975) at Chennai North on February 14, 2014. The association provides a forum for the Alumni to exchange of ideas on Academic, Cultural and Social Issues of the day by organizing and coordinating reunion activities of the Alumni. The association has the following members President, Secretary, Treasurer and Executive members. The undergraduate students who had interacted with the Alumni were identified as developing "Selfidentity", Social networks and Career path.

5.4.2 – No. of enrolled Alumni:

120

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

60000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association of the college is formed. Every year alumni association meeting will be conducted. All the office bearers of the alumni association will be calling the entire student alumni function. On this year alumni meeting was held on August 29, 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 follows various practices for decentralized management by delegating authority and provides operational autonomy to the departments of the institution. All the departments are requested to present their annual action plan at the beginning of every academic year with a clear-cut roadmap to

deliver the same. The Principal assigns faculty members for each committee and they discharge their responsibilities. It was suggested that remedial classes for problem-oriented papers should be held in the morning hours. The science and humanities department block certain hours for teaching physics, chemistry, mathematics, English, and EVS for the entire college and submits time table to other departments for their approval, suggestion and concurrence. The time table coordinator prepares time table of the department and gets approval from the HOD. The HOD submits to Vice Principal who in sign submits it to the overall in charge of the time table coordinator. The time table work is decentralized and is carried out effectively. Likewise, the Institution runs placement cell which delegates the duties to placement coordinators, they were allotted on the willingness of the individual faculty in each department with the concern of department heads. The placement cell activities done through two-way communication which ensures the effectiveness of pre placement activities. The college advances civilization of participative administration. All resolutions are governed by organization of facts, information and objectives. Both students and faculties are allowed to express themselves by providing ideas and suggestions to improve the excellence of the Institution through proper channels i.e. through parent teacher meetings, Alumni Meetings, student feedback system, and through other various committee meetings. The divisions and different boards sort out exercises that assist to accomplish the college mission. At the division level, heads of the departments hold gatherings with students and faculties regularly to talk about the spotlights with the principal. The Principal has gatherings with these individuals at which issues identified with instruct learning, examinations and offices in the college are discussed. Students express their viewpoints on issues related to the college and furthermore call attention to inadequacies in the agenda and also suggest upgrades in institution they require. Students are in charge of organizing various college events such as symposium, cultural etc. Students help in giving suggestions and monitor the procurement, introduction of new programs and welfare activities. Students, who have any complaint regarding the marks scored in tests, get it resolved through the concerned subject faculty. In the event that it isn't unravelled the complaint is tended to by the HOD. In such situations, decisions are undertaken after brainstorming and by consensus. Once a decision is taken, the implementation is done by progression of faculty. Only in rare cases the issue is taken up by the principal.

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
Curriculum Development	Our Institution is affiliated to the Anna University, Chennai and follows the curriculum and programs proposed by it. Yet, the college establishes various guest lectures, workshops, seminars, industrial visits and technical training programmes to enhance the curricular and fulfil the student's need. In addition, the institution follows the below mentioned steps to establish a solid curriculum focused academic activities to meet student needs. Describing course objectives and course outcome. Identify

	resources. Choose supportive programs that meet objectives. Planning Time Collect and devise materials. Lock down the specific tasks. Feedback and Assessments. Thus, effectiveness of curriculum implementation was recognised on the outcome of these strategies. Also we set aside time to engage students in conversations about the day's lesson and assignments.
Teaching and Learning	Teaching and learning, foster a learner centred environment. We develop resources, facilitate training sessions, and conduct consultations on the implementation of the strategies. To face the challenges of todays technological atmosphere, PPT and video presentation delivered for all the students. Guest lectures, workshops, and conference are conducted. Feedback system is used to understand the approaches that seen to be working within the class, and any alterations that could be made to continually improve the learning environment. The design of group work activities and projects can help students develop problem solving abilities, planning and organization, and communication skills.
Examination and Evaluation	Examination Evaluation Policy is an integral part of learning process. Examination and evaluation provide the most effective approach to encourage and reward effective teaching practices on the basis of student learning outcomes. Assessment of student learning at its best enables students to identify their own strengths and weaknesses and to determine the kinds of information they need to correct their learning deficiencies and misconceptions. The evaluation outcomes measure student learning and the use of this information to improve teaching are considered
Research and Development	Research and Development (R and D) is an important means for achieving future growth and maintaining relevant subject matters in the learning. The institution takes up the creation of new body of knowledge about existing products or processes, or the creation of an entirely new product. The institution has well equipped laboratories with adequate infrastructural facilities to carry out the research projects in all

	departments. The institution has both wired Wi-Fi internet facilities for the fast access of E-resources. The institute provides central library facilitates with research-oriented books, journals e-journals for research references.
Library, ICT and Physical Infrastructure / Instrumentation	The library contains to books, journals and other learning materials along with technology aided learning mechanisms which enable students to obtain information, knowledge and skills required for their study programs. Library is fully engaged in issuing books, renewal and search. In addition, college has subscribed to various ejournals in various disciplines of engineering and business management. College management is committed to providing the required physical infrastructure and instruments immediately to fulfil the requirements. All the requirement were met as per Anna University and AICTE norms.
Human Resource Management	Human resource management (HRM) is the set of activities and functions directed to developing and maintaining the labour structure in institution. The activities in HRM include recruitment, selection, appraisal, training, compensation, and employee relations. The role of HRM is to translate the strategic aims of the organization into human resource policies and to create human resource strategies that generate a competitive advantage. Training and development for faculty is provided to maintain the faculty and administrative vitality, a reward system can indicate what the institution considers to be important.
Industry Interaction / Collaboration	Industry Interaction and Collaboration are achieved by bridging the gap between industry and the academic institutions. Better interaction between technical institutions and industry will give great bearing on the engineering curriculum, exposure of engineering students to industrial atmosphere and subsequent placement of young graduating engineers in industries across the country 1. ICT ACADEMY has periodic interaction with the institution and conducts training programs/workshops for employability related skill development of our

	students. 2. College has interaction with a number of Industry Houses like Wilson Power and Distribution Technologies Pvt Ltd, Soft Logic Academy, Hindustan Constructions Company Ltd, Live Wire Technology etc. These industrial organisations participate in the campus organised by the college.
Admission of Students	The college has a very good reputation amongst the student community. Many students aspire to get admitted to the college. The students are admitted through a centralized admission process by the affiliated university and directly by the Management. The students that get admitted to the institute mostly possess top cut off marks. Also, student's preference of the branch and institute in which they want admission is clearly looked into. Once the counselling results are published students who are allotted seats are asked to visit the institution for clarification of doubts to get a feel of the campus.

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

E-governace area	Details
Planning and Development	Institution uses MIS software called iCampuz which helps the institution to plan the Academic schedule. Staffs then prepare the Lesson plan, time table and accordingly helps in completing the syllabus
Administration	Administration The MIS software (iCampuz) helps the institution to maintain the student details like their personal, academic, Extra-Curricular, Cocurricular activities. Faculty details like their attendance result analysis is also being maintained.
Finance and Accounts	The MIS software (iCampuz) helps the Accountants to enter the financial related data.
Student Admission and Support	The MIS software (iCampuz) helps the institution in maintaining student details and faculty details. Each and every faculty member intimates the performance of the students to their parents.
Examination	The MIS software (iCampuz) helps the faculty to enter the assessment marks details of the student to assess their

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
2019	Suresh Raj L	One Day Training Workshop on how to get your research Published in high impact(q1) journals	SSN College of Engineering	600
2019	Kannan R	FDP on Introduction to Mobile App Development	KCS Kasi Nadar College of Arts Science	250
2019	Jothivel S	FDP on Recent Trends in BIM	Anna University Chennai	250
2018	Gomathy M Priyanka A	FDP on GST	University of Madras Chennai	1000
2018	Thiyagarajan M	FDP on Introduction to Mobile App Development	S.A. Engineering College	250
2018	Sathish K Kannan R	Sales force Essentials for Business Specialists	Rajalakshmi Engineering College	250
2018	Vinoth R	FDP on Database Management System	University College of Engineering, Tindivanam	250
2018	Sreesankar J	Workshop on Art of Writing Funding Proposals and Research Articles	Kings Engineering College	200
2018	Karthikeyan D Jayalakshmi V M	FDP on Continuing Professional Development for Teachers of English	Saveetha Engineering College	250
2018	Suresh Raj L Pandiyarajan M	State level seminar on	State level seminar on	500

			decoding the NAAC new framework organised by Internal Quality Assurance Cell	decoding the NAAC new framework organised by Internal Quality Assurance Cell Nazareth College of Arts Science	

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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)
2019	NBA Awareness Programme	NBA Awareness Programme	22/03/2019	22/03/2019	51	10
2018	NAAC Awareness Programme	NAAC Awareness Programme	30/01/2018	30/01/2018	24	Nill

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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
One day training workshop on how to get your research published in high impact (q1) journals	1	16/02/2019	16/02/2019	1
Faculty Development Program on Introduction to Mobile App development	1	13/02/2019	14/02/2019	2
Faculty development program on Recent Trends in BIM	1	04/01/2019	04/01/2019	1

Faculty development program on GST by university of madras	2	13/12/2018	14/12/2018	2
Introduction to Mobile App Development	1	06/12/2018	07/12/2018	2
Sales force Essentials for Business Specialists	2	29/11/2018	01/12/2018	3
Two weeks faculty development program on database management system conducted by anna university held at university college of engineering Tindivanam	1	26/11/2018	07/12/2018	14
One day workshop on Art of writing funding proposals and research articles	1	17/11/2018	17/11/2018	1
Faculty development program on continuing professional development for teachers of English	2	30/10/2018	30/10/2018	1
State level seminar on decoding the NAAC new frame work	2	06/10/2018	06/10/2018	1
		View File		

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
41	41	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Accommodation facility, leave benefits, medical benefits, transportation facilities, financial support to participate in FDPs and National/International Conferences. On duty leave is availed to faculty members for attending various conferences, workshops, seminars, FDPs and examination duties. The management encourages the faculty members for pursuing Ph.D. program by providing adequate number of on duty leave.	Accommodation facility, leave benefits, transportation facilities, medical benefits and Skill development programs. On duty leave is given to faculty members for attending various conferences, workshops, seminars, FDPs and examination duties. The management encourages the faculty members for pursuing Ph.D. program by providing adequate number of on duty leave.	Orientation, Accommodation Services, Academic and Personal Counselling, Sports Activities, Career or placement Services, Alumni Association, Endowment fund, MERIT Scholarship, Skill development (Spoken English, Computer Literacy, etc.,) and Fees concession for the students having good academic background.

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 conducts internal and external financial audits regularly as per the government rules. GSBT has a mechanism for internal and external audit done by qualified internal auditors from external resources and are carried out in each financial year. In addition, External audits are done by Proficient financial auditors appointed by the board of trustees in the board meeting. The external auditors to verify and certify all transactions such as entire income and expenditure and the capital expenditure of the institute each year. The external auditor conducts statutory audit at the end of financial year. After the audit the report is sent to the management for review. The college fills income tax returns every year within the stipulated time. So far, there have been no major objections. Minor errors had been pointed out by the audit team are immediately rectified and precautionary steps are taken to avoid recurrence of such errors in future. Therefore, The institution regularly tracks internal and external financial audit system and financial resources of the college are managed effectively.

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
NIL	0	NIL

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6.4.3 – Total corpus fund generated

0

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	MAX Acerna Management System Pvt. Ltd	Yes	Academic Coordinators
Administrative	Yes	Natraj Associates	No	Nill

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

> Suggestions given by the PTA association were taken for development of the academic and administrative functions of the institution. PTA association helps in pointing out the weaknesses of the students, with respective to their departments and suggestions were given for rectifications. Interactions between the parents and the teachers enhances the support progress of their respective students in all (academic and personal) aspects.

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

> Quality Improvement Programs like CISCO Network Academy. Training Programs on Proofreading, Software Hardware. Motivation

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

> 1. ISO Certification 2. Participating in NIRF 3. Submission of data for AISHE Web Portal 4. Recognized under section 12B of the UGC Act

6.5.5 – Internal Quality Assurance System Details

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

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
2018	ISO Upgradation ISO 9001:2015	15/12/2018	15/12/2018	15/12/2018	20
2018	IQAC Minutes of Meeting	26/12/2018	26/12/2018	26/12/2018	10
2018	Participated in NIRF	29/11/2018	29/11/2018	29/11/2018	10
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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
Womens day	08/03/2019	08/03/2019	150	Nill

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
Plastic Pollution Awareness Eradication of Juliflora Tree Awareness on Solid Waste Management Biogas Generated and Used. Solar Power

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	**Yes**	**Nill**
Provision for lift	**No**	**Nill**
Ramp/Rails	**Yes**	**Nill**
Braille Software/facilities	**No**	**Nill**
Rest Rooms	**Yes**	**Nill**
Scribes for examination	**No**	**Nill**
Special skill development for differently abled students	**No**	**Nill**
Any other similar facility	**No**	**Nill**

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
2018	**Nill**	**1**	**17/07/2018**	**1**	**Eradication of Juliflora Tree**	**Issues addressed regarding Juliflora tree**	**20**
2018	**1**	**Nill**	**18/07/2018**	**1**	**Door Step Awareness on Solid Waste Management**	**Awareness on Solid Waste Management**	**50**
2018	**1**	**Nill**	**19/07/2018**	**1**	**Plastic Pollution Awareness**	**Awareness on plastic pollution**	**75**
2018	**Nill**	**1**	**24/07/2018**	**1**	**Creating Consciousness on Open Defe**	**Issues addressed regarding open defecation**	**35**

| 2018 | 1 | Nill | 30/07/2018 | 1 | Creating Awareness on Wall Art | Awareness on toilet usage, environment degrades on wall art | 25 |

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	26/06/2018	To turn the young minds of students in to the society that it is necessary to make them regulatory in the environment. To build that code of conduct is made to learn following things. Treat everyone, irrespective of age and position with respect and courtesy. Avoid any form of malpractice during tests and examinations. Your parents are welcome to meet the Class advisors / HODs / Principal. Make sure to fix an appointment to meet them. This makes the student to learn and be controlled under any situations.
Handbook for Parents	26/06/2018	In order to maintain an orderly, respectful and secure educational environment we expect the parents to know these guidelines. Train your ward to respect all elders including members at home, teachers, classmates and supporting staff. It gives everyone a feeling of wellbeing. Expensive electronic equipment like Tablets, Mobile phones, MP3, etc. are distracters and if found with the student will be confiscated. Parents are requested to monitor the students

		learning at home. Regular Study will make learning easy and effective.
Code of conduct for employee	26/06/2018	The purpose of this Code of Conduct is to articulate high standards of honesty, integrity, ethics in the institute and make it well functioning As the base of the institution employee must work to achieve vision and mission of the institute. All employees are expected to up hold the spirit of teamwork. Employee must not encourage malpractice during examination in any form. When servicing in this institute employee must not work/pursue in any other college or course without any approval from the Institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2018	15/08/2018	95
Blood Donation Camp	09/10/2018	09/10/2018	60
Pooja Celebrations	17/10/2018	17/10/2018	120
Republic Day	26/01/2019	26/01/2019	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Reducing paper consumption Rain Water Catchment System Maintenance of Greenery Renewable energy usage Avoiding utilization of plastics Energy Efficiency

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice – I I (a) Title of the Practice Centralized Internal Assessment and Valuation II (b) Objective of the practice The main purpose of introducing Centralized Internal Assessment (CIA) and Valuation in GSBT is to bring transparency in the periodic evaluation of teaching and learning process. The CIA assesses the performance of students over a well-distributed interval of time within the semester and to make the examination an internal and integral part of the teaching process. The number of essential abilities such as to drive the capacity for hard work, leadership and team-work, motivation, quality of imagination, intuition and speculation, skilled use of hands has been taken into account. I (c) The Context Internal Assessment is a continuous, periodic

and internal, in which assessment is done in relation to certain abilities and skills of the students periodically and continuously. Internal assessment tests (CT and Model Exam) will be conducted by Exam cell as per Anna University schedule. Internal assessment is to be assessed by the faculty of the particular course. Internal assessment demands the outcome of the students than the ability and the skills of the students. CIA is basically a well-defined and transparent methodology to evaluate the robustness of internal assessments meant for eradicating the problems relating to our examination system. An internal evaluation system allows faculty of various courses to evaluate the performance of their students in accordance with the objectives they had set before themselves. I (d) The Practice CIA section is headed by the Principal and assisted by Exam Cell Co-coordinator. The GSBT Exam Cell is well established in terms of infrastructure, computing, printing and intercom facilities. The schedules of CT and Model Exam are communicated to students and faculty in the beginning of the semester through institute academic calendar. Syllabus for internal assessment will be communicated to the students well in advance. Question papers are set based on Course Outcomes and are approved by Heads of the department. Answer keys are prepared by the faculty. Any grievances in evaluation will be handled by faculty and Head of the department if necessary. CT and Model Exam question paper setting process as follows: For every subject, respective faculty prepares two set of question papers that covers equal number of questions from each unit, covering all the topics. Department exam cell coordinator under the guidance of HOD, checks for the standard of the question papers. Exam cell members select the final CT and Model Exam questions for each subject. Faculty members prepare the answer key / Scheme of evaluation. A Centralized valuation system is followed. I (e) Evidence of Success The success rate in the final university exam has been improved after the implementation of the centralized internal assessment and valuation. All internal exams related works are done inside the confidential room like Generation Photocopying of exam Question papers. Transparency in exam and there is no chance of malpractice or injustice, since the question paper reaches the respective exam hall just like the university exam. The institution follows a very clear, well planned academic calendar which schedules the examination. The faculty members complete the valuation within a stipulated time so that proctors can pass the academic details to parents and they can attend the regular Parent Teacher Meeting. The students with less mark in the respective subjects are identified by the class advisor and remedial /tutorial classes are given on that basis. The system adopted in institution is producing a good quality of professionals, with good technical knowledge while facing the placement interviews. I (f) Problems Encountered and Resources Required Some faculty members are busy with other assignments or on leave. Making alternate arrangement for valuation is quite difficult. No additional resources are required except deploying the available manpower at the college. Sufficient number of computers and printers are available for taking printouts of question papers. Best Practice – II I (a) Title of the Practice Industrial visit II (b) Objective of the practice The main purpose of industrial visit is to provide students with an insight into the corporate world. It provides students with a practical real-world perspective on different functions in organizations. Some of the objectives of industrial visits are given below. Industrial Visit bridges the gap between classroom theoretical training and practical learning in a real-life environment. Industrial Visit brings clarity to important management concepts, as student practical experience firsthand how these concepts are put into action. It provides an opportunity for students to ask questions related to their area of interest. With regular industrial visits, the students are able to identify their prospective area of work. This also gives students a platform to enhance their interpersonal skills. The students get to see the best practices opted by different companies for similar work. Using case study approach within the visit brings out critical thinking among

students. I (c) The Context Industrial visit provides a graduate with added advantage of gaining the better understanding of the key elements implicitly emphasized in the course. Industrial visit has its own importance in a career of a student who is pursuing a professional degree. Theoretical knowledge is not enough for making a good professional career. With an aim to go beyond academics, industrial visit provides student a practical perspective on the world of work. Industrial visits offer a great source to gain practical knowledge. Students can observe and learn as to how theoretical concepts are put into action, thereby aiding their practical learning. Students are exposed to real working environment and shown how things are done in an organization. I (d) The Practice Industrial Visit shall be arranged according to the academic requirements. HOD must certify that the tour is required for the students or is related to their curriculum. The visiting companies shall be relevant and suitable ones to the specialization and academic requirements. Industrial Visit shall fall within the stipulated period set by the college. The stipulated period shall be informed to the Industrial Visit coordinator and students through HOD well in advance to go through a diligent process including communicating to the potential companies and obtaining permission to visit. Industrial Visit should be conducted within one day. The entire Industrial Visit Plan including Permission Letter from the visiting companies, permission letter from the college, Route Map, list of students with their contact no, list of faculty-in charge with their contact details are checked by Industrial Visit coordinator. Once the plan is approved, further changes need approval. The class advisors should ensure prior permission for the Industrial Visit from the parents or the local guardian for each student. If any complaint/misbehavior is reported against student during Industrial Visit, the college shall take appropriate punitive measures ranging from suspension to termination depending upon the case. First aid for the students and faculty members participating in such tours can be organized by the institution. Discipline should be maintained both in industry and public. Students should behave in a very decent manner. Any violation will be viewed very seriously. I (e) Evidence of Success The industrial visit enables the students to apply their classroom learning to a real-life situation while being mentored by a variety of industry experts. They get an opportunity to gain in-depth knowledge about the field of their interest, helping them make the correct career choice in future. Students report that industrial visit helped them to develop their skills and to understand the real working environment. The students who attend the industrial visit develop confidence over the others. This can make them perform well in their interviews and help to enhance their career growth. I (f) Problems Encountered and Resources Required: Some of the students especially girl students are not sent to the industrial visits or internships by the parents due to fear of sending the child to an area other than the college. The parents of the students are motivated by educating them on the importance of industry awareness and the safety precautions taken at the time of industrial tours and visits. This helped in the increase of overall participation.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://gojaneducation.com/bestpractices.html

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 Vision of the Institute is based on optimal Standards, Value-based Education, Sustainable Development, and Interdisciplinary Research. The Institute has set up its methodology towards reaching our Vision Excellence in Academics and Exploration of Knowledge through Research Exponent for

development of a Personality with enhanced Vision and Social responsibility. Interest of students in Co-Curricular Activities (CCA) and Extra Curricular Activities (ECA) like Workshops, Guest Lectures, Industrial Visits and Social Welfare Programs have upgraded the student's future goal and get into vision. This has helped students get into their professional positions. Career guidance, Personal advising and Training are very much organized through Mentoring and Placement. The institution is approved by AICTE, affiliated under Anna university and also authorized by NAAC and ISO 9001:2015. College have registered in professional bodies that include ICT Academy, IEEE, ORACLE, ISTE, IEI Student Chapter and CII which further gives an international exposure to students.

Provide the weblink of the institution
http://gojaneducation.com

8.Future Plans of Actions for Next Academic Year

 Improving faculty quality by making them participate in various skill development programs. Inspire the students to publish good quality research papers in peer-reviewed journals. Preparation for NBA accreditation. Encourage the students to get involved in internships, which fosters employability. Creating amiable environment for a knowledge incubation centre in the institution. Students creativity and innovative thoughts can be brought to the light through Research and Development. To organize National and International Conference in all department. To Motivate the students to achieve University rank. To sign MoU with Industries to satisfy the need of industries to meet the current trends. To conduct the guest lectures and seminars in all departments. Creating awareness among the faculties and students on online certificate programme and encourage them to register through SWAYAM-NPTEL Local Chapter. It is planned to show an upward trend in the publication of books. To conduct career development programme and personality development programmes for the benefit of the final year students in campus recruitment.