

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2014-2015

I. Details of the Institution

1.1 Name of the Institution

Hindustan Institute of Technology
and Science (HITS)

1.2 Address Line 1

Post Box No.1,Rajiv Gandhi Salai (OMR)

Address Line 2

Padur Via Kelambakkam

City/Town

Chennai

State

TamilNadu

Pin Code

603103

Institution e-mail address

registrar@hindustanuniv.ac.in
accreditation@hindustanuniv.acin

Contact Nos.

044-27474262/044-27474395

Name of the Head of the Institution:

Dr.S.Ramachandran
Vice-Chancellor

Tel. No. with STD Code:

044-67475004

Mobile:

9600075083

Name of the IQAC Co-ordinator:

Dr.N.Vasudevan

Mobile:

9940519925

IQAC e-mail address:

accreditation@hindustanuniv.ac.in

1.3 NAAC Track ID (*For ex. MHC0GN 18879*)

TNUNGN60007

OR

1.4 NAAC Executive Committee No. & Date:

EC/64/A&A/35

1.5 Website address:

www.hindustanuniv.ac.in

Web-link of the AQAR:

www.hindustanuniv.ac.in/download/aqar2014-15.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.82	2013	5
2	2 nd Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example submitted to NAAC on 12-10-2011*)

AQAR (2013-2014) submitted to NAAC on 31.07.14

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

NIL

Any other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff /Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

1. Technology Enhanced Learning
2. Outcome – based Education
3. Research Methodology
4. Blooms Taxonomy
5. Teaching and learning processes

2.14 Significant Activities and contributions made by IQAC

1. Emphasize various stake holders about the prime need of quality
2. Carried out feedbacks Analysis and Recommendations from stake holders
3. Effective OBE practice
4. Brain Storm CBCS Syllabus Revision

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
To Practise OBE For the Academic year 2014-2015	Has been Effectively Implemented
To Create Online Courseware Platform for all courses	Online Courseware has been created and it is being used effectively by all staffs
To Conduct Periodic refresher Program for faculty	Have been Conducted.
To conduct Internal Academic Audit for all Departments	Academic Audit for all departments have been done.
5S Implementation	Have been Implemented
Faculty recruitment And Training	IQAC Involved in recruitment process and conducted Training programmes for the Newly recruited Staffs

Academic Calendar of the year as Annexure - Attached

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken:

Annexure-II

Part – B

Criterion – I

I. Curricular Aspects

1.1 **Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	21	1	22	-
PG	23	3	26	-
UG	19	-	19	-
PG Diploma	1	-	1	-
Advanced Diploma	-	1	1	-
Diploma	-	3	3	-
Certificate	-	-	-	-
Others	-	-	-	-
Total				
Interdisciplinary	17	1	18	18
Innovative	12	1	13	13

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

CBCS is implemented for 2015 -2016.

Engineering ,Core and Open Elective options are Available

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	42
Trimester	-
Annual	1

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI) NA

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- All Curriculum and syllabi are outcome based.
- Syllabi revised to make it more explicit without any ambiguity

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Centre for Automation and Robotics:
 A multidisciplinary Centre established in association with YASKAWA India. The centre focuses on promoting research on Robotics & Automation and also to initiate National & International collaborative research.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	359	226	27	72	34

2.2 No. of permanent faculty with Ph.D. 92

2.3 No. of Faculty Positions Recruited (R) and	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	20	0	2	0	2	0	11	0	35	0

2.4 No. of Guest and Visiting faculty and Temporary faculty - 18 20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	21	85	107
Presented papers	21	66	78
Resource Persons	13	23	29

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- | | |
|-------|--|
| (i) | Lectures Notes for all subjects uploaded on-line and made available to the students. |
| (ii) | Seminars by students conducted by subject teachers. |
| (iii) | Remedial classes conducted for weak students. |

2.7 Total No. of actual teaching days during this academic year

184 Days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examination Process and Reforms

Office of the Controller of Examinations provides an integrated platform for all the components of the Examination process. The detailed Examination process is given below:

- **Pre-examination processes** – Question paper setting is by both Internal and Examiners, All the question papers will be subjected to quality check by a department committee, Time table generation, Online payment gateway for paying exam fee, Generation of hall tickets and daily attendance sheets, Appointment of invigilators, Appointment of external squads etc.
- **Examination process** – To appoint Chief Superintendent, To prepare seating arrangement , Allocation of Exam halls to Hall Superintendents, Instructions to Hall Superintendents, Opening, checking and signing of question paper packet, Instruction to candidates et, Examination material management, logistics, etc.
- **Post-examination process** – Attendance capture, Coding of answer scripts using Bar Coding, Pre-valuation meeting , Appointment of Examiners , Central valuation, Appointment of Chief Examiners to check randomly at least two answer scripts valued by an examiner, Scanning (decoding) of bottom and mark portions of OMR sheets, Declaration of results within 25 working days from the last date of examinations.

Reforms: Online payment gateway for paying exam fee, Tentative dates of Internal assessment examinations and external squads, Coding and decoding of OMR answer scripts, Online certificate verification etc. are part of reforms initiated.

2.8.1 Evaluation process

General

- Semester system is being followed for all courses
- Credit System and continuous assessment system is followed
 - * Unit tests, Quizzes, Assignments, Seminars and Model Examination (for all Theory subjects).

- Minimum Attendance for qualifying to appear for End Semester Examinations: 75%
 - Weightage of Continuous and End Semester Evaluation:
 - * **Theory:**Internal Assessment : 50%
 - * **Theory:**End Semester Examination : 50%
 - * **Practical:** Internal Assessment : 60 %
 - * **Practical:** End Semester Examination : 40 %
 - * **Project:** Internal review : 50 %
 - * End Semester Project review and Viva voce : 50 %
 - Minimum overall marks for a pass: : 50%
 - Grade system is being followed
 - Introduction of Choice Based Credit System from the academic year 2015-16
- Weightage of Marks for Internal Assessment:

Test / Exam	Weightage (Marks)from 2009	Weightage (Marks) From 2012 onwards
First Periodical Test	15	10*
Second Periodical Test	15	10*
Model Examinations	20	20
Assignments	-	10
Attendance	-	10
Total	50	50

*Best of the two

Grade System:

Range of Marks	Letter Grade	Grade Points
95- 100	S	10
85 – 94	A	09
75 – 84	B	08
65 – 74	C	07
55 – 64	D	06
50 – 54	E	05
< 50	U	00

Salient features of Evaluation Process

- Question papers are set by external experts for UG programmes
- Pre-Examination Board to monitor the quality of the question papers set by external experts
- Multiple sets of Question papers are set.
- Evaluation of answer scripts are done by both external and internal faculty
- External squads regularly monitor the conduct of examinations
- Regular checks to prevent any sort of malpractice
- Case identified as a malpractice is dealt with by the Examination Disciplinary Committee
- Random checking and valuation of evaluated answer scripts by a duly constituted team of experts (Chief examiners and Valuation audit members) to check for correctness in valuation. This is to ensure fair practice.
- Examination results are published online
- Examination Grievance Cell committee to examine and investigate the complaints received from the student with regard to quality of the question paper, length of the question paper, etc.

Revaluation

- Students can apply for revaluation or photocopy cum revaluation within 15 days from the date of publication of results
- Students can apply for revaluation for any subject irrespective of whether he/she has failed in the subject or not
- Revaluation papers are reviewed by External examiners only
- Revaluation results are published within 15 days from the last day of receiving the applications for revaluation

Review of Answer Scripts

- Students can challenge revaluation result by applying for 'Review of Answer Script' within three days from the date of publication of revaluation results.
- The photocopy of the answer script is first evaluated by a subject teacher giving the breakup of marks for each question depending on the merit. Based on the evaluation, the subject teacher may/ may not recommend the answer script for review.
- If recommended for review, two senior external examiners will evaluate the same answer script simultaneously and results are published accordingly

Declaration of Results

Examination results are published through the University website. The results are published within 25 working days from the date of completion of the examinations. No further delay is caused in the announcement of examination results.

Transparency in the Evaluation Process

For the central valuation, each department nominates a panel of Examiners and Chief Examiner (s). The Chief examiners then assigns answer scripts to examiners based on their subject specialization and experience in teaching that subject. As a rule, subject handling teachers will not be given their subject answer scripts for valuation. Moreover, Chief examiners check a few papers at random to maintain fairness in the valuation process.

To maintain confidentiality, student's data viz. name and registration number are removed from the coding sheet of the answer booklet prior to valuation process. Marks obtained by students are directly scanned and used for result processing. No manual entry of marks is allowed.

Reforms

Valuation audit by the Deans of respective schools, Review of answer scripts, subject handling teachers v subject answer scripts for valuation.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	176	132	38
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2.10 Average percentage of attendance of students	84.2%
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2.11 Course/Programme wise distribution of pass percentage :

APRIL / MAY 2015 EXAMINATIONS RESULT STATISTICS						
Sl. No.	Programme	Number of students appeared	Distinction	I Class	II Class	Pass %
1	STRUCTURAL ENGINEERING	41	34	7	-	100
2	CONSTRUCTION MANAGEMENT	20	17	3	-	100
3	ENVIRONMENTAL ENGINEERING	5	5	-	-	100
4	INTERNAL COMBUSTION ENGINEERING	13	5	6	-	85
5	AUTOMOBILE ENGINEERING	20	11	6	-	85
6	THERMAL ENGINEERING	24	9	7	-	67
7	COMPUTER AIDED DESIGN	6	3	3	-	100
8	REFRIGERATION & AIR-CONDITIONING	2	-	1	-	50
9	AERONAUTICAL ENGINEERING	61	32	20	-	85
10	AVIONICS	19	9	10	-	100

11	AIRCRAFT MAINTENANCE ENGINEERING	10	4	4	-	80
12	POWER ELECTRONICSS & DRIVE	6	4	1	-	83
13	POWER SYSTEM ENGINEERING	3	-	3	-	100
14	POWER CONTROL & INSTRUMENTATION	19	14	4	-	95
15	COMMUNICATION SYSTEMS	10	-	9	-	90
16	EMBEDDED SYSTEMS	10	8	1	-	90
17	VLSI DESIGN	7	-	7	-	100
18	COMPUTER SCIENCE	24	16	7	-	96
19	INFORMATION TECHNOLOGY	11	6	5	-	100
20	M. ARCH (General)	16	-	14	-	88
21	M. ARCH (Housing)	17	-	15	-	88
22	MCA	37	5	21	4	81
23	MBA (General)	52	4	36	-	77
24	MBA (Aviation)	25	7	8	-	60
25	MBA (Media & Entertainment)	19	2	12	1	79
26	MBA (Hospitality)	7	3	4	-	100
27	MBA (Family Business)	3	-	3	-	100
28	MBA (Defence)	5	4	1	-	100
29	MLIS	2	-	2	-	100
OVERALL :-		494	202	220	5	86

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- 1.Class Visit
- 2.OBE Implementation
- 3.Counselling System
- 4.Remedial Classes
- 5.Class Committee Meeting

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	116
HRD programmes	206
Orientation programmes	76
Faculty exchange programme	7
Staff training conducted by the university	181
Staff training conducted by other institutions	72
Summer / Winter schools, Workshops, etc.	35
Others	27

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	135	29	29	-
Technical Staff	89	11	11	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

DRDO – HITS lecture series - 4 eminent scientists addressed last year in 2014-15

Seminars by external experts – 7 seminars

Colloquium by research scholars – 35 students shared their knowledge

School wise presentation on thrust areas of various funding agency

Reduced work load to faculties pursuing Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	4	10
Outlay in Rs. Lakhs	23.91	53.3	138.82	328.99

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	216	9	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	117	116	-

3.5 Details on Impact factor of publications:

Range

0.35 – 3.84

 Average

1.76

 h-index

12

 Nos. in SCOPUS

72

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rs in Lakhs)	Received (Rs in Lakhs)
Major projects	2	DST, DRDO, MNRE	138.82	90
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	1 -2	Annexure-I	Annexure-I	4.78
Projects sponsored by the University/ College	1-2	Annexure-I	Annexure-I	9.7
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				104.48

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	3	3	Tamilnadu	Hindustan	-
Sponsoring agencies	BRNS, Hindustan University	DRDO, Hindustan University			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	37
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
38	8	12	-	9	1	8

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

85
380

3.19 No. of Ph.D. awarded by faculty from the Institution 5

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	22	SRF	1	Project Fellows	5	Any other	-
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3.21 No. of students Participated in NSS events:

University level	100	State level	-
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	34	State level	5
National level	5	International level	-

3.23 No. of Awards won in NSS:

University level	1	State level	1
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	4	State level	5
National level	4	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-		
NCC	-	NSS	20	Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- 1.Swath Bharath – A clean Drive at Thiruporur Temple
2. International Yoga Day on June 21st at Veltech Polytechnic
- 3.Food and Dress for the Physically challenged people at Manasu Ashram
- 4.Blood donation camp,
- 5.Aids & Pollution Awareness Programmes in the adopted Village,
- 6.Personality Development Programme,
- 7.Computer awareness Programme for Govt. School Students,
- 8.English & Maths Coaching classes for govt. school students,
9. Medical camps in the Adopted villages
10. Anti-ragging Day
11. All Saturdays conducted NCC Parades
12. Marina Republic Day Celebration at Marina, Chennai
13. NCC Day Celebrations taken the cadets to OTA, Chennai
14. Republic Day Celebration at HITS

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	38.02 Acre	-	-	
Class rooms	150	14	-	
Laboratories	81	7	-	
Seminar Halls	17	1	-	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	40	-	

Value of the equipment purchased during the year (Rs. in Lakhs)	-	294	-	
Others	-	107	-	

4.2 Computerization of administration and library

Library Automation

Libsys 6.0 Libsys is an integrated multiuser library management software, that caters to the needs of an advanced library and information professionals. It provides a tree structure system with each system comprising of several sub-systems having unmatched depth in functionality.

It has a powerful and user-friendly WEB-OPAC along with Windows-based OPAC.

It runs on various platforms such as WINDOWS (95/98/NT/2000/XP), UNIX (various flavors), LINUXM, etc

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs in Lakhs)	No.	Value (Rs in Lakhs)	No.	Value (Rs in Lakhs)
Text Books	622	392238	386	636524	1008	1028762
Reference Books	1156	728442	580	954786	1736	1683228
e-Books	360	118232	32416	741050	32776	859282
Journals	206	1354522	168	1644070	374	2998592
e-Journals	32374	278072	32453	6327937	64827	6606009
Digital Database	-	-	47000	66132	47000	66132
CD & Video	-	-	-	-	-	-
Others (specify)			10000	99615	10000	99615

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	1510	27	1534(100 mbps)	1		92	1442	75
Added	24	3						
Total	1534	30						

Printer-176

Server- 24

Software – Microsoft Academic Alliance ,oracle, open source software, and other licensed software

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

45 mbps-100 mbps(1:1) leased line

4.6 Amount spent on maintenance in lakhs :

i) ICT

227

ii) Campus Infrastructure and facilities

905

iii) Equipments

109

iv) Others

107

Total :

1348

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has constituted a number of committees to carry out and overs see students support services. These committees are mentioned below.

1. Anti –ragging Committee
2. Students cultural Programmes committee
3. Students Grievances Redressal Committee
4. Students Hostel committee
5. Advisory Committee for International students
6. NSS/NCC/YRC committee
7. Placement Committee
8. Sports and Games Committee

5.2 Efforts made by the institution for tracking the progression

The Committee mentioned in 5.1 meet periodically and submit annual reports tracking the progression of the students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1537	376	87	

(b) No. of students outside the state

797

(c) No. of international students

168

Men	No	%	Women	No	%
	1544	81		369	19

Last Year						This Year					
General	SC	ST	OBC	Physically	Total	General	SC	ST	OBC	Physically	Total

				Challenged							Challenged	
1650	80	17	53	-	1800	1593	65	19	236	-	1913	

Demand ratio 1:4

Dropout % 2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Faculty and External agencies have been employed to take classes during the week and on weekends to help the student appear for the respective courses. Seminars, and other communication like mails SMS etc. are sent to the student to sensitize them on the importance and scope of taking these exams. GATE and CAT Coaching are given to the students during weekends

No. of students beneficiaries

46

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	40	CAT	6
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	2

5.6 Details of student counselling and career guidance

Problem Addressed: Relationship Issues ,Academic Failures, Financial Problems, Career Guidance

Group Sessions: Substance use Awareness ,Stress Management ,Importance of life skills

No. of students benefitted

2482

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Engg:43 MBA:91 Total:134	Engg:383 MBA:109 Total:492	Engg:194 MBA:02 Total:196	Engg:12 MBA:00 Total:12

5.8 Details of gender sensitization programmes

A grievance redressal committee for women is organised with the following duties and responsibilities.

- Bring about attitudinal and behavioural change in adolescent youth of the female gender.
- Ensuring equal treatment of and participation by women in all areas.
- Conduct programme for ladies to empower them financially, emotionally, mentally and physically.
- Deal appropriately with reported cases of sexual harassment, initiate action against particular grievances in respect of unfair treatment due to gender bias.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	248	Rs. 2,08,95,750
Financial support from government	No support from Govt. since it is a Deemed to be University	
Financial support from other sources	Financial support from the Hindustan Engineering Training Centre (Parent Society) to present cash prizes to the Rank Holders	Rs. 15,00,000/- (Per year)
Number of students who received International/ National recognitions	Over forty two Recognitions received by participants in the International/ National Competitions.	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Regarding Attendance ,Internal Marks,Conflict Resolution Between Students & Students and Students &Security

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To make Every Man a success and no Man a failure.

Mission: To inculcate comprehensive and contemporary principles of engineering and developing skills that will enable graduates to become leaders who can make significant, contributions to their profession and to the social environment, instilling the highest ethical standards and sense of professionalism

6.2 Does the Institution has a management Information System

A management information system generates timely reports for the Management on the following aspects.

- (i) No. of student – absentees on every working day.
- (ii) No. of staff-absentees on every working day.
- (iii) Minutes of all meetings held sent to management within two days of the meeting.
- (iv) Reports on student performance in Tests and Exams.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum Development Cycle involves:

- Determine the aims and broad learning outcomes of the programme
- Identify ideas and constraints
- Agree the broad structure and framework of the programme, the main areas of teaching and learning, the sequence of the main topics and the key assessments
- Allocate the detailed development of each topic or course area in terms of defining objectives and learning outcomes to individuals or teams
- Implement and refine the programme
- Review and revise the course in line with feedback – has it met the identified needs of the learners and other stakeholders?

Key elements of the curriculum shall contain:

- Aims
- Learning outcomes/objectives (knowledge, skills and attitudes)
- Content
- Teaching and learning methods
- Assessment methods

Supporting elements:

- Learning resources (teachers, support staff, funding, books/journals, IT support,)
- Monitoring and evaluation procedures
- Placement activities
- Student support and guidance mechanisms
- Recruitment and selection procedures, including promotional materials

6.3.2. Teaching and Learning

- This is done through collecting feedback from the students on the teaching performance of the teachers.
- Remedial courses are conducted for the students with arrears.

6.3.3 Examination and Evaluation

6.3.3 Quality improvement initiated in the Examination process

New question paper pattern which includes Multiple choice questions, short questions, long questions is to be introduced for the first year. In order to benefit students who are not satisfied with the marks they have scored in the First and Revaluation, Review of answer scripts(a third level of valuation) is introduced.

Quality improvement initiated in the Evaluation process

Valuation audit by Deans of respective school, Answer script number has been removed from the OMR sheet so that no examiner knows who's student paper is this. Marks obtained by students are directly scanned and used for result processing

6.3.4 Research and Development

Scholars can have Supervisors from abroad.

The Doctoral Committee consisting of an External expert from Institutions like IIT reviews the work carried out. Suggestions are given.

Reviews are conducted once in six months

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY:

- * OPAC : **Web OPAC / 15 PC Available**
- * Electronic Resource Management package for e-journals : **19 Packages**
- * Federated searching tools to search articles in multiple databases : **Available in JGATEPLUS**
- * Library Website: **Available (www.hindustanuniv.ac.in/library)**
- * Search tools for multiple data bases: **Library will Subscribe for FEDGATE** for 2015
- * In-house/remote access to e-publications: **Available (EZForoxy / Informatics Pvt. Ltd.)**

ICT:

- * Library automation: **Fully automated with LIBSYS Software**
- * Total number of computers for general access : **47 iMac system + 20 PCs**
- * Total numbers of printers for general access : **4 Printers**
- * Internet band width speed: 100 mbps
- * Institutional Repository : Available
- * Content management system for e-learning: Journal Article Alert Service is provided through Email + Content Pages of New Arrival Books are sent through email
- * Participation in resource sharing networks/consortia (like INFLIBNET): DELNET and MALIBNET

PHYSICAL INFRASTRUCTURE / INSTRUMENTATION:

- The Plinth area of the air-conditioned Central Library is- 108708 sft.
- The University Library is an institutional member of DELNET, MALIBNET, American Library and British Council Library.
- In house publications and Book Bank facilities.
- The Digital Library Contains 47 networked Apple iMac system with access to internet and online journals and books.
- The Library is fully automated with LIBSYS software, with Web OPAC; Library is fully secured with 3M Security System with e-Gate Register Facility.
- Institutional Repository has set up to access institutional publications including journal articles (preprints/post prints), conference papers, book chapters, reports, theses and dissertations, and other scholarly publications using open source software. It enables the Institute community to deposit (self-archive) their publications using a web interface, and organizes these publications for easy retrieval on the net.
- Video conferencing facilities for interaction with the professors at National and International level in two Halls Available in Library (EDUSAT Lectures)

6.3.6 Human Resource Management

1. strategic plans are adopted for improving the factors such as .
 - a. Pass percentage of students.
 - b. Teaching – Learning Process.
 - c. Self development.
 - d. Co-curricular & extra-curricular activities.
 - e. Developmental programmes.
 - f. Publications.
 - g. Students development.
 - h. Professional Body Association & Other factors.

6.3.7 Faculty and Staff recruitment

1. We are having competency matrix when the staff leave the institution or if the competency level is low. We are recruiting the staff based on the competency requirements.
2. Based on the requirements – we are recruiting the staff by which
 - a. The competency level to be maintained.
 - b. Who can apply for funded research projects, consultancy and do research work.

6.3.8 Industry Interaction / Collaboration

All departments have close interaction and collaboration with related industries. Board of Studies of each department has a member from the industry. Students are sent to industries for in-plant training. Files on these aspects are kept in the departments and have been verified by IQAC during internal audit.

Policy Guidelines for carrying out consultancy Projects have been evolved. Faculty members attend the CII Panel Meetings. MoUs for collaboration are being done with Industry to improve the quality.

6.3.9 Admission of Students

- Entrance Examination is conducted as per UGC regulations for admission of students for the UG & PG courses.
- The University participates in various exhibitions in India & Abroad for students' admission.
- Advertisements are given in various Major Media to attract merit students.
- Merit Scholarship is provided to the students with above 90% marks in higher

6.4 Welfare Schemes:

Teaching/Non Teaching	<ul style="list-style-type: none">• Staff members are given Provident Fund coverage as per the Employees Provident Fund and Miscellaneous Provisions Act, 1956. The staffs covered under the Provident Fund Scheme are eligible for Family Pension subject to the rules of the Provident Fund. Staff members who are exempted under this Act are also covered under the P.F.• Employee State Insurance scheme benefits are given to the staff members.• Personal Accident Insurance provided to all Staff members.• Staff quarters are provided at the minimum charges towards accommodation and electricity.• A/c vehicle is provided to the HODs, Senior Faculty members from their residence to the University.• Free Transport for select faculty• Emergency loans are given to employees for medical emergencies / emergencies caused due to natural calamities.• Interest free loans.• Educational Advance for higher studies (Conditions apply)• Festival Advances are given to the Staff.• Housing Loan / Marriage Loans are given considering their service.• Free boarding and Lodging for Senior Professors, Staff holding Warden / Assistant Warden Post.• Free Family accommodation provided for senior faculty.• Gratuity is paid to the staff members as per the Payment of Gratuity Act.• Provision of a separate A/c Dining Hall for the benefit of staff members.• In the event of death of an employee, while in service his / her dependent will be considered for employment, depending on individual merits subject to the availability of the posts. (2 staff got employment since 2000).• The supporting staffs are given ex-gratia amount not exceeding one month Basic Pay
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	<p>and D.A during Deepavali festival.</p> <ul style="list-style-type: none"> • Medical Clinic is available for the Staff and Students in the Campus. Free Consultations are provided by the Medical Officers and free treatment is also given including free medicines. Free Medical Camps are organized by the Campus Clinic for the benefit of the students and staff. • Senior staffs are given special permission to stay in the holiday homes belonging to the Institution at Kerala, Ooty, Delhi, Ranni, Pondicherry. • Staff and students are permitted free travel in aircrafts for Training Programmes, meetings, etc., • Free Internet facility. <p>Special permission to the staff participating in indoor or outdoor games during intercollegiate tournaments.</p>
Students	<p>The University offers the following students supportive services to address their grievances. The coordinator for each support service will do the follow up with student as well as Government agencies for effective functioning of the concerned cell :</p> <ul style="list-style-type: none"> • All students are covered under Group Insurance Scheme • The Equal Opportunity Cell • Grievance Redressal Cell & Ombudsman • Women’s Grievance Cell • Exam Grievance Cell • Anti Ragging Forum • Students’ Counseling and Mentoring • Remedial / bridge courses • Foundation courses / Basic Technical English course • Value Added courses • Rigorous Pre-placement Training and Internships • Scholarship (Sports, Merit and Economically Backward) <p><u>Campus facilities</u></p> <ul style="list-style-type: none"> • Excellent Infrastructure for Cultural & Sports Activities
Students	

	<ul style="list-style-type: none"> • Yoga, Aerobic Activity Club, Well Equipped Gym • Water Sports • Campus restaurants / Fast Food Centre's, Coffee Shop • Internet Café • Counseling Centre with full-time counselor • ATM, Bank, Stores, Laundry, Stationery & General Stores in campus • Campus Clinic with full time Doctor & Nurse • Excellent Indoor Games / Out Door Games Facility • Eco-friendly Green Campus • Nature Club • On campus Hostels with A/C / Non-A/C rooms for 1500 students • Fleet of 35 buses & several LMV for transportation of students and staff • Wi-Fi facilities • Air conditioned Guest House for parents
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6.5 Total corpus fund generated : 5456 Lakhs

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	A Committee Comprising of internal members and external expert.
Administrative	-	-	Yes	ISO – Audit team conducts audit every year.

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Question paper setting and valuation were made completely internal for PG Programmes
- Introduced On line exam fee payment and it was tested for Revaluation.
- Students can view their End Semester exam result through Online.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- University operates the Hindustan Alumni Association (HITSAA), which has completed several years of active functioning since its installation in 1993. HITSAA is registered as a Society (Sl. No. 156/2014) under the Tamil Nadu Societies Registration Act 27 of 1975. HITSAA acts as a bridge between the alumni and the University, and provides a channel of communication for interactions between the current students, staff and alumni, for their mutual benefit.
- Membership of HITSAA comprises
 - All graduates of erstwhile Hindustan College of Engineering (HCE),
 - All graduates of Hindustan University - Hindustan Institute of Technology and Science (HITS)
- HITSAA operates three International Chapters at Dubai UAE, Muscat, Sultanate of Oman and Bhutan. The local chapter exists at Chennai.
- Hindustan University Alumni Portal is available at <https://hindustanuniv.ac.in/alumni.php>. HITSAA Database is constantly updated through telephone and email campaigns by the respective Department Alumni Coordinators and student teams. Currently the database has about 9000 alumni records.
- HITSAA Executive Committee consisting of 10 alumni from different batches, meets every semester to dwell upon the activities undertaken and plan the activities for the forthcoming season. As per one of the HITSAA objectives, alumni take part in the Hindustan Technology Business Incubation and Hindustan Entrepreneurship and Innovation Centre by mentoring and inspiring the student members.
- HITSAA Facebook group with about 6000 members is active and is used as a means of

6.12 Activities and support from the Parent – Teacher Association

- We have periodic Parent – Teacher meetings department wise at the University. So that clarification raised by the parents is cleared.
- The Parent – Teacher association is bringing student related issues to the notice of Management to address the problem and to ensure the students are studying without any stress in the University.

6.13 Development programmes for support staff

- Professional Skills Development Program.
- Soft Skills Training program.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Green Governance award given to the University by Shristi, New Delhi three times.
- 150 KLD capacity Waste Water Treatment Plant has been installed in the campus to treat and reuse the treated water.
- 100 kW Solar Power System has been installed and the same is producing 400 units of **Green** Power.
- Students are involved in cleaning the campus.
- UG and PG students are involved in doing projects in Solid Waste Management, Solar energy systems.
- The campus is provided with a 4000 lit / hr. R.O plant to supply drinking water.
- M.Tech in Environmental Engineering program enables students to study more about Environment.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- (i) On-line course material for all courses.
- (ii) Improvement courses for weak students
- (iii) Monetary incentives for Paper and Book Publications.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Refer Annexure-II

7.3 Give two Best Practices of the institution

- | | |
|-------|--|
| (i) | Scholarships to students taking part in sports and cultural activities |
| (ii) | Providing faculty training programmes to faculty |
| (iii) | Incentives for Paper Publications |

7.4 Contribution to environmental awareness / protection

- | |
|---|
| <ul style="list-style-type: none">• Green Governance award given to the University by Shristi, New Delhi three times.• 150 KLD capacity Waste Water Treatment Plant has been installed in the campus to treat and reuse the treated water.• 100 kW Solar Power System has been installed and the same is producing 400 units of Green Power.• Students are involved in cleaning the campus.• UG and PG students are involved in doing projects in Solid Waste Management, Solar energy systems.• The campus is provided with a 4000 lit / hr. R.O plant to supply drinking water.• M.Tech in Environmental Engineering program enables students to study more about Environment. |
|---|

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- | | |
|------|---|
| (i) | The Institute has made MOUs with a number of Industries for Joint Programs. |
| (ii) | Tie-ups with a number of foreign Universities for Collaboration. |

8. Plans of institution for next year

- | |
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| <ul style="list-style-type: none">• Effective enhancement of student and staff exchange programmes under various MOUs• Conversion of at least 50% classrooms to smart classrooms by 2016• Start at least 1 industry sponsored specialized course per department• Increase enrollment of research scholars• Augment number of publications, conferences and such other technical events• Augment computing infrastructure to 1:1 ratio and bandwidth to 100Mbps• Increase student accommodation on campus to 3000• Augment academic infrastructure by 50,000 sq. m. in 3 years• Introduction of flexible choice based credit system• Enhance percentage of faculty with Ph.D. to at least 50% and recruit minimum 250 TRAs and JRFs• Establishment of additional Centre of excellence, chairs, research laboratories, high end computing facility |
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-Sd-
Name Dr. N. Vasudevan
Dean(academics)
Signature of the Coordinator, IQAC

-Sd-
Name Dr. S. Ramacnahdran
Vice-Chancellor
Signature of the Chairperson, IQAC
