



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Cape Institute of Technology, Levengipuram
• Name of the Head of the institution	Dr.Thanukumari B	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04652 268077	
• Mobile no	+919442079322	
• Registered e-mail	capeitech@yahoo.com	
• Alternate e-mail	principal@capeitech.org	
• Address	Levenjipuram, Rajakrishnapuram(post),	
• City/Town	Tirunelveli (Dt)	
• State/UT	Tamil Nadu	
• Pin Code	627 114	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Rural	

• Financial Status	Self-financing				
• Name of the Affiliating University	Anna University, Chennai				
• Name of the IQAC Coordinator	Mrs.S.K.GAYATHRI				
• Phone No.	04652 268077				
• Alternate phone No.	04652 268077				
• Mobile	9790514117				
• IQAC e-mail address	iqaccape@gmail.com				
• Alternate Email address	gayudeepam@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://capeitech.org/wp-content/uploads/2024/04/DOC-20231117-WA0000..pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://capeitech.org/important/1.1.2%20academic%20calendar.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.57	2019	26/12/2019	25/12/2024
6.Date of Establishment of IQAC			13/06/2019		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Preparation of reports for AISHE, NIRF & NAAC		
Collecting and verifying Departmental Appraisal Reports.		
Collecting and Evaluation of Self-Appraisal Report.		
Service matter related grievances has been prepared and addressed.		
Encourage the staffs in research publications		
All the departments are encouraged to strengthen Mentorship programme by identifying the student's weakness and help to overcome them.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
To conduct Academic Audit.	The internal Academic audit is being conducted periodically.	
To establish the Memorandum of Understanding.	Two MoUs with university and educational trust to exchange the study materials	
To improve Placements the various training initiatives planned.	Conducted Technical Training, Aptitude Training and soft skill development programs by the external vendors and trainees.	

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>GOVERNING COUNCIL</td> <td>06/09/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	GOVERNING COUNCIL	06/09/2022
Name	Date of meeting(s)				
GOVERNING COUNCIL	06/09/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>15/09/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2022	15/09/2022
Year	Date of Submission				
2022	15/09/2022				
15. Multidisciplinary / interdisciplinary					
<p>As per the Anna university curriculum our institution is providing open elective courses which allow students to choose courses from curriculum of other programs. Bridge Courses, Value added courses and Internships are lead to multi-disciplinary education. The students are encouraged to develop their project work as team on multidisciplinary projects with professional ethics, social concern and with effective communication skills and leadership qualities.</p>					
16. Academic bank of credits (ABC):					
17. Skill development:					
<p>Our Institution has initiated a skill development centre under the guidance of Tamilnadu Skill Development Corporation (TNSDC). Our skill development centre started its activities for conduction of skill based training and workshops to faculty members, students who are interested in starting business in the neighbouring area using the equipment's like CNC Router, 3D printing, LASER Cutter, 3D Scanning, robotics. A skill development programs/activities calendar shall be floated to provide the information on skill development activities to the students. Laboratory experiments shall be strengthened to promote skill acquiring by the students. As part of innovation, Institute Innovation council has been set up in the year 2019-2020 & Entrepreneurship Development Cell (EDC) has been set up in the year 2020-21 for nurturing innovative ideas from the students. The EDC cell conducted many programs and seminars during this academic year that is very useful to the students.</p>					

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome based education system is followed in teaching learning processes.The college follows a strict Outcome Based Education (OBE). Departmental committees as a result of their rigorous assessment evaluate each student's performance and suggest teaching plans based on their ability for effective teaching and learning process to ensure better results. Attention to each student and his/her needs is given by the teachers and mentors. In the beginning of each semester, a course file and course register are created. The course file and course register contains university syllabus with text and reference books, course plan, Mode of teaching, course outcomes, previous year question papers and course related materials.

20.Distance education/online education:**Extended Profile****1.Programme**

1.1	11
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1157
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	380
Number of seats earmarked for reserved category as per GOI/ State	

Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	303
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	110
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	14
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	52
Total number of Classrooms and Seminar halls	
4.2	85
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	640
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The institution has developed and practiced its extensive action plan for effective implementation of the curriculum. Being the affiliated institution, the institute implements the curriculum prescribed by Anna University, Chennai. For effective implementation of the curriculum, the following process is developed and deployed:

The goals and objectives of the curriculum to ensure everyone is on the same page regarding what needs to be achieved. In this meeting the following points are concentrated: Development and verification of CO's and PSO's, articulation matrix, work allotment, preparation of time table, preparation of course plan , details of programe and Course File preparation. Each course coordinator has to maintain Course Register, course File and Course material. The Course Register contains attendance, course plan and lesson coverage statement and marks for assignment, class test and Internal tests. The Course File for a particular course contains the syllabus, course plan, previous semester university question papers, sample assessment test papers and answer scripts, sample assignment copies and CO attainment. Course material file contains 5 unit notes, 2 mark question answer and question bank. Internal and external audits are conducted in an effective way.

These are the roles of course co-coordinator and further, they are encouraged to impart the curriculum through innovative teaching methods. The departmental minutes are signed by the principal after every department meeting. Each semester, academic schedule of Anna University is communicated to college well in advance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations. The Institute prepares an institute-level calendar and subsequently every department prepares its calendar. Institute calendar of events includes details like the total number of working days and holidays, CIE dates. The department calendar comprises guest lectures, workshops, industrial visits, other cocurricular and extra-curricular activities. The academic calendars help faculty members to plan their respective course delivery research work academic and cocurricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments and seminars are part of the Continuous Internal Evaluation (CIE) of students. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted. Post IA tests, evaluation of answer scripts, and calculation of CO-PO/PSO

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

326

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

1.3 - Curriculum Enrichment

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

Cape Institute of Technology gives equal opportunities to both the genders in terms of admissions, employment, training programmes, sports activities etc., so there is no gender issue.

For Environment and Sustainability, as per the curriculum, there is a programme, named

“Environmental Science” in a semester which introduces the academic approach of sustainability by covering the general understanding of what constitutes to the rates of renewable resource harvest, urban problem on energy, human population growth, environment degradation and develop, pollution creation, and non-renewable resource depletion and where these processes can be continued indefinitely, i.e., without sacrificing the needs of future generations. This course is strongly and weekly mapped in different programs in various courses.

This institution inculcates the “Human Values and Professional Ethics” in the curriculum. It is comprises the awareness on human values, awareness on engineering ethics, awareness to appreciate the rights of other, create the moral and social values and create an loyalty. It also focuses on ethical concerns common to human service situations. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their professions. This subject is strongly and weekly mapped in different programs in various courses.

“Communication Skills” improves the life skills and professional skills. It gives importance to the effective use of non-verbal communication and helps the students to become proficient in public speaking and presentation skills.

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

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

644

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

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

644

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

1.4 - Feedback System

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

A. All of the above

Teachers Employers Alumni

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

1.4.2 - Feedback process of the Institution may be classified as follows **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

203

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

140

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students from various financial and social backgrounds join the institution every year. Students are admitted in the institution by based on their cut off marks. After the admission of the fresh students, Bridge Courses are conducted to them which include communication skills, basics of English and mathematics to bridge the gap and to cope up with the technical education.

After the first series exam, learning levels of the students are assessed. Students who attain 70% and above marks in all subjects are considered as advanced learners, Students who achieve between 50% to 69% marks in all subjects are considered as medium learners and the students who score below 50%marks are considered as slow learners.

Slow learners are categorized after the internal examination. Based on their understanding capacity and language problem, remedial classes are conducted for the students those who lack in understanding the courses. Retest is also conducted for those who score low marks in the internal exam.

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

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

Number of Students	Number of Teachers
1157	110

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Each faculty members follow the student centric methods for the effective teaching and learning process. Different methodologies are followed by the faculty members include experiential learning method, participative learning method and problem solving learning method.

Experiential Learning Method

Students are encouraged to learn through the practical method. Practical experiences are given to the student in online mode under the guidance of concerned faculty members to create a connection between theory and practical. Once in a semester, industrial field visit is organized to experience clear idea about the topic which related to the course. But due to Covid 19 it is not possible to go to the industrial visit. At the time of relaxation in lockdown Students are allowed to attend the inplant training to acquire industrial knowledge.

Participative Learning Method.

Faculty members make the students to involve the learning process through group discussion, subject quiz, paper presentation, seminar and workshop and value added courses through online mode. In group discussion, the topics are given by the concerned faculty member. This activity improves the learning and communication skills of the students. Students are encouraged to participate in paper presentation, seminar, workshop. Subject quiz is conducted to improve the industrial practical knowledge of the students. Value added courses are arranged for the students to improve their technical skills.

Problem Solving Method.

Tutorial classes are conducted for the students to improve their problem solving skill. Assignments for problematic subject are given to solve the problems independently for better understanding of the concept.

File Description	Documents
Upload any additional information	View File
Link for additional information	NIL

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

Today, it is essential for the students to learn and use the latest technologies in order to be corporate ready. Teachers use modern technologies along with the traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) like you tube, zoom, Google class room in education to support, enhance, and optimize the delivery of education. Emails, whatsapp group are used to communicate, make announcements and to share informations.

The following tools are used by the Institute.

ICT Tools:

1. Google classroom is used to manage and post course related information- learning material, quizzes , lab submissions and evaluations, assignments, etc.
2. Virtual labs are used to conduct labs through simulations.
3. Online drawing tools like concept maps, mind maps, are used to perform student centric activities.
4. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.
5. The online learning environments are designed to train students in open problem-solving activity.
6. Lab manuals are mailed to students well in advance the experiment is performed.
7. Online quizzes and polls are regularly conducted to record the feedback of the students
8. To teach mathematical subjects in online mode, teachers have used various online tools like- Jamboard in Google meet, etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

110

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

110

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

2.5 - Evaluation Process and Reforms

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

In every semester our Institution conducts three internal examinations and one university examination. University examination is conducted as per the Anna University norms.

Our institution has a common Exam Cell for conducting internal tests. This cell has one Exam Cell Convener and two members from each department. At the beginning of each semester, the exam cell convener prepares the schedule of internal exam and discusses the necessary details with the Principal and the Heads of the each Department. Common methodology of question paper setting is followed by the Exam Cell.

Students' attendance is also uploaded in the Anna University Web Portal. The progress report for Internal Examination and attendance percentage is sent to the parents. The students can view their internal marks and attendance percentage through Anna University Website by using their user login id

Result Analysis is done by the class tutors after every Internal assessment. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Head of the Department and Principal then the necessary feedback is given to the concerned faculty members. The Principal conducts department wise review meetings to give necessary feedback for the improvement of the students' performance.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The answer scripts are valued by the faculty and verified by the Senior Faculty and then by Principal in Google class room. The valued answer scripts are resend to the students for their clarifications. If any grievance is found by the student, it is rectified by the Redressal committee. The marks obtained by the students in internal assessment tests are displayed on the department notice board. Student's progress report is sent to the parents after completing the internal examination process for every Internal Examination. If any grievances found by the parents in the progress report, it is rectified by the concerned Faculty Advisor. Redressal of grievances at institute level:

Departmental Level:

The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests.

College Level:

The Institute appoints a Chief Exam cell coordinator for smooth conduction of examinations. If students are facing any problems, they are solved by communicating with the Chief Examination Officer in the university. consultation with the Principal and if necessary forwarded to the university by exam cell

Redressal of grievances at University level:

For university examinations, the Hall tickets are issued to the students well in advance. Before issuing the original hall ticket, preview form of hall ticket is issued to the students for the corrections.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Graduate attributes are taken as Programme Outcomes. Programme outcomes, Programme Specific Outcomes are displayed in the institution website, Department's cabin, Department's corridor, class rooms and Labs and are communicated to faculty members and students

PROGRAM OUTCOMES (POs) Engineering Graduates will be able to:

PO1: Engineering knowledge:

PO2: Problem analysis:

PO3: Design/development of solutions: Design solutions for complex engineering problems and design system components

PO4: Conduct investigations of complex problems:

PO5: Modern tool usage: Create, select, and apply appropriate techniques, resources,

PO6: The engineer and society: Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues

PO7: Environment and sustainability:

PO8: Ethics: Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.

PO9: Individual and team work: Function effectively as an

individual.

PO10: Communication:

PO11: Project management and finance:

PO12: Life-long learning:

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	NIL
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Course outcomes are formulated based on Bloom's Taxonomy. Course outcomes are measured by direct and indirect assessments. Unit vice exams, series exams, Assignment / seminars are the direct assessment methods. Course end survey is the measure of indirect assessment method. 80% weightage is given to the direct assessment and 20% weightage is given to the indirect assessment.

After the completion of each unit, Unit test is conducted and the series examinations are conducted thrice in a semester. The question papers should be mapped CO and Blooms Taxonomy.

CO-1 and CO-2 Attainment from Series Exam -I

CO-3 and CO-4 Attainment from Series Exam -II

CO-5 Attainment is from Series Exam -III

If the students fail to attain COs in Series Examination, retest is conducted to reach the attainment level. Assignments or seminars are also given for each unit to reach the target. Individual faculty assigns the percentage for direct assessment.

Course End Survey is the indirect assessment method to attain course outcome. CO attainment is calculated by the Campus Management System. The following level of attainment is fixed for Course Outcome

Less than 50% - Level 0

50% to 60% - Level 1

60% to &70% - Level 2

Above 70% - Level 3

Program Specific outcomes are formulated by the individual Department. Three PSO's are derived in addition to PO's

Program outcome consists of 12 Graduate attributes which is identified by National Board of Accreditation. Program outcomes are attainment. This is the direct assessment method. Indirect assessment is calculated from CGPA of the students.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

215

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NIL

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://forms.gle/xdzT837WiGM9N5mw7>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0.50

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The International Innovation Festival 2023, organized jointly by the Cape Institute of

Technology, the United Nations Sustainable Solutions Network, and the United Nations

Sustainable Development Goals Students Programme, took place as scheduled from June 15th to June 17th, 2023. The central theme of the International Innovation Festival 2023 was to instill an understanding of the importance of creativity and innovation among engineering students. The festival aimed to inspire and empower individuals to enhance their capacity for original thinking and problemsolving. The overarching goal was to promote innovation as a means to simplify and enhance daily lives, making them more convenient and comfortable. It emphasized that in today's world, innovators play an indispensable role in driving progress and meeting contemporary challenges.

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

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

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

1

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

3.3 - Research Publications and Awards

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

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

0

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

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

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings year wise during year

41

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Our college has conducted various events for the social issues in the neighbouring villages during the year. Our college is very much interested in the community outreach activities. Our college is working in the direction of the outreach activities through conducting the events with the help of students and teachers. We launched one mission called cape green mission. Through this mission various awareness programs are conducted in the nearby villages to protect our nature.

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

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

3

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

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

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

5

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

28

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The CAPE Institute of Technology boasts a well-equipped infrastructure designed to facilitate optimal learning experiences for its students. From spacious classrooms and seminar halls to state-of-the-art laboratories and a comprehensive library, our facilities are tailored to meet the standards set forth by AICTE and Anna University. With a total of 40 undergraduate classrooms and 14 postgraduate classrooms, accommodating our diverse student body is never a concern.

Each department is furnished with dedicated laboratory spaces, totaling 89 across various disciplines, to foster hands-on learning and practical skill development. Additionally, our institution houses seven seminar halls, strategically located within each

department, providing sample space for academic discourse and presentations.

Our library is stocked with an extensive collection of books, journals, and newspapers, serving as a valuable resource for students to deepen their knowledge across various subjects. Moreover, our computing facilities are readily accessible to all students, ensuring seamless integration of technology into the learning process.

In adherence to AICTE norms, both undergraduate and postgraduate classrooms are designed with adequate space, while our computing, library, drawing hall, and seminar facilities further enhance the educational experience. At the CAPE Institute of Technology, we are committed to providing an enriching environment conducive to academic excellence and personal growth.

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

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

Our sports program encompasses a wide range of indoor and outdoor activities, ensuring students have ample opportunities for physical recreation and skill development. Indoor facilities boast spacious courts and top-notch equipment, catering to the diverse needs of our student body. Both morning and evening sessions are designated for sports, with separate schedules for boys and girls.

From table tennis to football, our students engage in various games, honing their talents and competing at Zonal, Inter-zonal, and State Level competitions. Special sports camps further enhance player performance, fostering a culture of excellence and sportsmanship.

Compliant with AICTE standards, our sports fields are equipped to meet the requirements for optimal gameplay. Additionally, our gymnasium, featuring both conventional and machine-based equipment, supports students in maintaining physical fitness throughout the day.

Yoga classes offer students an opportunity to nurture both body and

mind, with dedicated halls for practice and audio-video aids for enhanced learning. Participants can even pursue YVE certificate courses for further empowerment.

At the Institute, our Cape Skills factory provides avenues for artistic expression through music clubs, dance, and other creative outlets. We also celebrate cultural diversity with events such as College Day and cultural festivals like Pongal, Onam, Christmas, and Saraswathi Pooja, fostering a vibrant and inclusive community.

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

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

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

85.3

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

4.2 - Library as a Learning Resource

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

The central Library, situated on the ground floor of the CSE & IT Block, spans an area of 541.62 sqm. Its stack room occupies the eastern section, covering 158.067 sqm. Staffed by a librarian and two assistants, the library caters to the needs of both faculty and students.

Equipped with AutoLib, a comprehensive Library Management Software, the facility operates smoothly, allowing easy access to book availability via title or author name. Entry and exit are tracked through a gate register, utilizing barcode readers embedded in the identity cards issued to members.

A dedicated reading room, spanning 251.94 sqm, offers 130 individual seating arrangements for uninterrupted study sessions. Additionally, a periodicals section spanning 66.3 sqm houses print journals, magazines, and newspapers.

The digital library, covering 32.13 sqm, features 13 interconnected computers with LAN and high-speed internet access. It boasts memberships with prestigious platforms like NDL, British Online Library, and DELNET, offering access to NPTEL Video Courses, e-Journals, and eBooks.

With a vast collection of 22,151 volumes and 11,343 titles, the library organizes materials according to the Dewey Decimal Classification system. Essential equipment such as barcode printers, scanners, printers, readers, and CCTV cameras enhance operational efficiency.

Furthermore, each department maintains its own library section, monitored by department heads. These sections house subject-specific materials, ensuring comprehensive resource accessibility across

disciplines.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

72.7

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

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

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

450

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

4.3 - IT Infrastructure

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

The institution boasts a comprehensive array of technological resources, including 640 computers, 22 printers, 8 scanners, and 4 photostat machines, meticulously connected to each department and the computing facility. Every classroom is furnished with LCD facilities, facilitating easy comprehension through video lectures, while LAN-equipped rooms allow seamless information sharing.

With a commitment to providing futuristic facilities, the institution regularly updates its IT infrastructure to empower students in their pursuit of academic excellence. Thirty-six classrooms feature LCD projectors, complemented by audiovisual systems for enhanced learning experiences.

CCTV surveillance ensures campus security, with strategically placed cameras monitoring activities. Accessible to both students and faculty, 615 computers serve academic and extracurricular needs. Printers are strategically located throughout the campus, and limited Wi-Fi access is available in designated areas.

Library services are digitized, enabling efficient book borrowing through unique barcode systems. Students can review exam marks online, ensuring accuracy in grade reporting. Event information, including dates, times, and details, is readily available on the website, with event photos and minutes uploaded afterward for easy access.

The institution prioritizes technological advancement, ensuring that its facilities and resources remain at the forefront of education

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

4.3.2 - Number of Computers

640

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

0.85

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

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

The institution maintains a rigorous cleanliness regimen, with classrooms, faculty rooms, and laboratories attended to daily by dedicated housekeeping staff. Each block is assigned a team of housekeepers overseen by a Sanitary Supervisor, ensuring thorough

cleaning.

Toilets receive twice-daily cleaning by sanitary staff, overseen by regular inspections from the Sanitary Supervisor and surprise visits from higher officials to uphold hygiene standards.

Damages in these areas are promptly reported to supervisors for rectification upon approval. Any issues with laboratory hardware or software are communicated by lab technicians to the Department Head, who then liaises with the Principal for resolution by the System Administrator, ensuring uninterrupted lab sessions.

Students wishing to utilize laboratory equipment must submit an intention slip detailing their experiment requirements, which is then approved by the Staff in charge and dispatched by the lab technician. Damaged equipment is the responsibility of the students to replace after inspection by the technician.

Library access is regulated through RFID scanning of student identity cards, with each student eligible for borrowing tokens. Late returns incur fees, and upon course completion, all tokens must be returned.

Sports facilities usage requires approval from the Physical Director, with equipment use requiring written authorization and undamaged returns.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

993

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

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

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

19

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

23

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

23

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

76

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

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

5.2.2.1 - Number of outgoing student progression to higher education

6

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

71

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

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

Following are the various committee of the college. 1. Academic and administrative committee which comprises Student society and Class Committee Student society :The student society of every department conducts National level Symposium and seminars every year in which they organize various technical and nontechnical events. Class Committee : The class committee headed by a senior faculty associated by class in charge and students discussed and take necessary action to improve the main motto teaching learning activity 1. ICC: This Committee headed by principal, Senior faculties and students from all disciplines provide safe environment for women faculty members and girl students 2. Grievance / Redressal committee : This committee has been constituted with an aim to provide easy and readily assessable grievance of student community and promote suitable environment for learning . 3. Anti ragging Committee : This Committee headed by principal, Senior faculties and students from all disciplines provide ragging free environment in college premises and also in hostel. 4. Placement and training Coordination Committee : This Committee headed by Principal, Placement officer, one faculty from each department and student from all departments. 5. Library Committee : : Under the chairmanship of the Principal, the Librarian and student members every year organize

orientation programmes, book exhibition along with various other student enrichment programmes and competitions. 6. Cultural and fine arts committee : It takes the lead role in organizing various cultural, co-curricular and extra curricular activities and related competitions 7. Sports committee : It takes the lead role in organizing various sports and games related competitions apart from Annual Sports Day.

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

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

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

116

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

5.4 - Alumni Engagement

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

On 06/05/2019, the CAPE Alumni Association was incorporated as an organisation with the goal of creating networks between current students and alumni, which indirectly contributes to the improvement of current students. Globally, the CAPE Alumni Association has created numerous regional chapters, with the Levensipuram branch serving as the main chapter. The alumni association is active, and there are currently 10,000 members. Every year, the association's

general body meets to discuss its operations and advancement. The association is led by its president, and other office holders such the secretary, treasurer, vice president, joint treasurer, and joint secretary are present at meetings as well. A faculty member from each department is also named to coordinate the events and other activities in addition to this. For the improvement of curricula and syllabi, alumni from industry serve as members of the department advisory committee, the Board of studies, etc. A few of our alumni work as adjunct professors and expose students to business activities. By holding mock interviews, the alumni organisation assists the student's training and placement activities.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governing council of the institution derives all the objectives and plans that are helpful to achieve the vision and mission of the institution. The institution hires competent, dedicated individuals to implement teaching-learning process effectively. The institution makes financial provision to provide infrastructure and facilities suitable for effective services and to cater to the requirements as per growing needs.

As a part of realizing the vision, during admissions priority is given to students from rural community and financial concession is also given to them.

To enhance the interpersonal skills of students, soft skill training is provided to them by efficient trainers. Students are made to face the industry, by industrial projects/ internships/ research projects which expose them to recent industrial trends and to inculcate the spirit of research. They are made aware of human rights, road safety and accidents, first aid, blood donation and other humanitarian values through NSS activities thereby become socially responsible citizens.

The Head of the Institution shares the vision of the institution and decisions taken by the institution in the meetings conducted for academic and administrative review. He motivates and monitors a team of faculty and staff to realize the institution's vision and mission.

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

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

The institution promotes a culture of decentralized system. Principal, the head of the institution is the in-charge of all academic activities and students in the college. Head of the Departments are responsible for the academic performance in the department under the guidance of the Principal. The heads of department decide on timetable, subject allocation, purchase and maintenance of equipment and consumables, organizing guest lectures and workshops and recommends necessary industrial visits,

in-plant trainings and MoUs .

Faculty members are given responsibility of being conveners and coordinators with full responsibility of planning, organizing, financial management and executing Conferences, symposia, workshops and seminars. They are members of IQAC, Discipline Committee, Placement Committee, Alumni Association, Anti-ragging Committee and other committees for the various college functions like College Day, Graduation Day, and Sport Day etc. Our Campus have made initiation to convert our campus as renewable energy campus and one of the main

hub for renewable energy in

south India promoting renewable energy activities among the studentsector and society by conducting renewable energy awareness program.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed

Perspective plan for 5 years: (2019 to 2023)

- Start of New Innovative, Multi/ Inter-Disciplinary, Job Oriented Academic Programmes: New academic interdisciplinary programmes in addition to the core discipline will be started to meet the industry and market requirements. Artificial Intelligence, Robotics, Machine Learning.
- More Initiatives will be taken towards skill development and carrier oriented programmes for students, looking at the needs of welfare of human kind. Improving industry interaction for giving industry exposure to students and faculty members.

Skill/Personality Development Programme:

- Provide an interactive platform to students and alumni by organizing alumni meet and Establish liaison between College Alumni Association and other similar associations in the country and abroad for better placement opportunities.
- MoUs with the Educational Institutions and Industry: The shinning of MoUs with top Ten Industry will enhance exchange of faculty and students hence boosting the creative learning.

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

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

The highest body for taking decisions is the governing council which comprises of the Chairman, Pro Chairman, CEO, Principal and appointed members as per norms. The institution sets up rules and regulations of the institution for effective governance, transparent administration and participatory decision making for collective responsibility. Principal is the Member Secretary of the Governing Council of the college and it is his responsibility to convene at least one meeting per semester.

Yearly objectives of the institution are given by the Governing Council, considering the perspective plans for the institution, emerging trends and feedback received in line with the vision, mission and quality policy of the institution.

Various cells have been formed to take care of the academic activities of institution. Placement Officer along with one or two representatives from each department arranges and conducts placement activities in the college. Exam Cell Coordinators help the smooth conduct of internal examination activities in the college.

Administrative Manager looks after the administrative aspects of the college including maintenance of the student related records, certificates and university correspondence, maintenance of services such as infrastructure, hostel, canteen, transport, etc. He looks after the account related activities such as maintenance of vouchers, records and cash collection and payments.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare mechanisms for teaching staff

Family get-together every year.

- Casual leave (CL)
- On duty leave for attending conference, workshops and FDPs
- Employee Provident Fund and ESI facility
- 100 % concession in bus fee for teaching staff.
- Hostel accommodation to faculty members.
- Cash awards for academic excellence / 100% pass
- Sponsoring for attending conference, workshops and FDPs
- Study Leave to pursue higher education

Welfare mechanisms for non-teaching staff

- Free transportation.
- Family get-together every year.
- Casual leave (CL)
- Employee Provident Fund and ESI facility
- Free uniform to non-teaching staff.
- Free lunch to the drivers.
- Study Leave to pursue higher education

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

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

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

20

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

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

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

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

13

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

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

Faculty are evaluated by faculty-appraisal form each year based on the performance in

- Odd and even semester results
- Seminars/training programs attended/conducted
- Paper presentations through conferences.

- Programmes conducted in college as conveners and coordinators
- Innovative teaching methodologies
- Research Publications
- Extension activities
- Student feedback

A performance appraisal form is submitted by each faculty member wherein he/she gives the details of his/her performance and participation in all the activities assigned to him/her by the department /college. The concerned HoD and Principal give their remarks on the performance of the faculty member. If a faculty scores more than 50% as an average of all the performance indicators, then his/her performance is considered as satisfactory. Based on the performance appraisal, the teachers are given promotion, increments and awarded merit certificates and prizes which motivate them to further improve their performance.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Account statements of each department are audited by the accounts department. The accounts and procedures of internal control of finance are carried out by the head of the accounts team on a day to day basis and annual audit is done by the statutory auditor. The audit of accounts and submission of income tax returns are being carried out regularly each year. The Chartered Accountant conducts the annual external audit and helps to fulfill the legal requirements. If any audit objection is raised by the audit

committee and the Chartered accountant ,it will be discussed in the

governing council and prompt compliance is carried out with the guidance of the financial administrator.

There are no audit objections since the institution follows a good system of internal controls like calling quotations, comparison of rates, preparation of purchase order etc. Approval at every stage is obtained. Due verification of goods and services that are obtained after delivery or completion of works makes the process transparent. No expenses are incurred without proper approval or sanction by the Head of the institution or HODs of various departments.

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

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

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

0

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

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

The institution has a well formulated financial policy which ensures effective and optimal utilization of finances for academic, administrative and development purposes which help ultimately in realizing the institute's vision and mission. Proper utilization of financial resources are planned at the beginning of every financial year. The budget is prepared well in advance after taking into

consideration the requirements of every department.

Each department prepares the budget based on the requirements such as equipment, computers as well as consumables required for the next academic year. The budget is reviewed by the management and approved after necessary changes. As and when required, the institute makes a provision for advance/ additional funds. Department heads ensure that suitable equipment with the right specifications are procured at competitive, optimal prices. Budget utilization is periodically reviewed by the management and corrective measures are taken, if required.

Accounts department takes care of the collection of tuition fees, salary distribution, tax payment, loan distribution, Preparing purchase orders for the laboratory equipment, teaching aids, furniture, and the facilities, payment of bills and maintaining the department budget allocation and expenditure etc. Every financial transaction is recorded. All procedures and dealings are computerized.

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

6.5 - Internal Quality Assurance System

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

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

The College believes in continuous improvement. The institution has formed an Internal Quality Assurance Cell (IQAC).

The IQAC conducts awareness programs, training programs and orientation programs to improve quality among all its stakeholders. Continuous feedback, Comprehensive Academic Audit, Feedback from alumni, industry, parents, students, teachers and the community helps it to institutionalize quality culture.

Following are some of the contributions of IQAC:

- The Campus Management Entry System (CMES) contains the details about series test, assignment mark, and tutorial marks of each and every student which are entered by faculty from their login. From this we can easily calculate the course outcome of each subject.
- Internal assessment analysis report, student progress report are generated from the HoD login.
- Progress report generated by the system is sent to the parents to view the academic performance of their ward .
- An exclusive Innovation Center and Centers of Excellence for conducting joint research work involving faculty and students has been set up to coordinate research activities of students and faculty in all the departments.

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

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

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

Response:

IQAC takes continuous review of teaching learning process in the Institute. It mainly comprises of Principal, Heads of the department and departmental coordinators. Before commencement of the term, academic calendar is prepared and all the coordinators ensure that the activities are conducted as per schedule.

- Course file
- Students' feedback
- Results of internal tests

The faculty prepares the course file and delivers academic plan with respect to course outcomes, program outcomes and programme

educational objectives which are verified by the academic audit committee formed by the Principal each semester.

Experiential learning method:

This method helps the student to have practical knowledge about the subject. Apart from the regular class room lectures by the faculty members for each course, Demo classes will be conducted in respective department labs.

Participative learning method:

The students will have group discussions on the particular topic after completion of each unit. The students will also take seminar for the topics related to their subject which facilitates the students to know in depth about the subject.

Google classroom

It facilitates paperless communication between teachers and students and streamlines educational workflow. It allows teachers to create classes, post assignments, organize folders, and view work in real-time.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and security

Safety of girls is a top priority at every college campus. Nowadays, safe and supportive campus community is both an obligation and a challenge for college administrators and students. Women safety at any college campus is a serious concern now.

CCTV Camera

24 hour CCTV surveillance is maintained in the college. It helps to keep a check on antisocial activities. Students and other employees in the college too remain cautious about the surveillance.

Female Warden Staff in Hostel

Girls' hostels have only female wardens and supervisors. Duties of supervisors are arranged in such a manner that supervisors remain there continuously for 24x7hrs.

Parent teacher meeting

Regular parent-teacher meetings are organized to bring the students -parents and teachers together. Updates are provided about the overall development and performance of the students.

Anti Sexual Harassment Committee

Anti Sexual Harassment Committee is also active in the college.

College has appointed counsellors to guide the students and attend to the issues of the students. They motivate them regularly and guide them to lead a good life.

Common Rooms

The common room facilities for both female and male students are available in their respective campus where the students come in their free time to relax and entertain.

File Description	Documents
Annual gender sensitization action plan	https://capeitech.org/wp-content/uploads/2024/04/7-1-1-29-Apr-2024-14-09-02.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://capeitech.org/wp-content/uploads/2024/04/7.1.1-CCTV-Camera-photo.docx

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste:

solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source. It is also ensured that the recycling of all these components is done in minimum cost and labour. Suitable techniques are applied for disposing of solid waste. The garbage generated is preferably

treated at the site of generation.

Liquid waste:

The liquid waste is segregated into organic and inorganic waste. Inorganic waste such as concentrated acidic or alkaline solutions are neutralized before disposal. Sodium bi-carbonate or Calcium oxide (lime) is used for the neutralization process so that the neutralized liquid contains no harmful substance. The organic waste yield of the University is limited till date and therefore treated with cow dung for decomposition due to the action of micro-organisms.

E-waste:

E-waste management ensuring that no discarded computers or printers are lying idle in the office premises. Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Radio, TV, Phones, Printers, Fax and Photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology up gradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed off.

Waste recycling system

There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen

C. Any 2 of the above

5.

reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day,

along with many regional festivals like Dussehra and Sankranthi are celebrated in the college.

Our Institute encourages the celebration of various festivals like Diwali, Holi, Eid, Christmas, Ganapati, etc. There is celebration of the Freshers day and New Year day where students, teachers, nonteaching staff and their family members participate and perform cultural programmes reflecting regional, state and local cultures.

Equal opportunities are provided to the students to participate in various activities conducted irrespective of their caste, creed, religion, and region. The institution has an NSS wing to inculcate a sense of unity, discipline, and harmony. The activities undertaken by the NSS unit in our institution mitigate the socioeconomic diversities and progress them towards leading a tolerant and harmonious living.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

Institute regularly organizes national days and events that help remind the faculty, students, and employees about their constitutional obligations and responsibilities. The different programmes organized by the institute make participants aware of human values, rights, duties, and responsibilities

The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The institution

encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://capeitech.org/wp-content/uploads/2024/04/project-coast-report-1.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. **Annual awareness programmes on Code of Conduct are organized** B. Any 3 of the above

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

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

Republic Day

students and faculty are invited for flag hoisting. Students and teachers perform patriotic events to raise awareness of constitutional rights and historical achievements.

Independence Day

students and faculty are invited for flag hoisting. Students and teachers perform patriotic events to raise awareness of constitutional rights and historical achievements.

Teachers Day

Institute has a unique culture of appreciating the efforts of teachers by awarding them best faculty awards. The director of the Institute felicitates the award every year to teachers.

APJ Birthday celebration

The birthday of Dr. APJ Abdul Kalam is celebrated in the auditorium to discuss the achievements of the former in his loving memory.

Diwali

There is Diwali Pooja performed in the campus at the occasion of Diwali. The spark of the festival is visible by the colorful decorations arranged by faculties and staff members

International Yoga day

It is also celebrated in the institute where students and teachers practice Yogas to relieve stress and sadness. Usually, it is conducted in the presence of Yoga experts.

Pongal

The traditional festival Pongal is celebrated every year during January. The students and faculty members follow the celebration method in a traditional Tamil culture.

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

7.2 - Best Practices

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

The process of planning, carrying out, monitoring, reporting, and taking appropriate action for various duties at the academic level and for the general development of the students is started by the Principal and the HODs. Without a campus management entry system, the instructors must manually compile each report. The procedure takes a lot of time, and different departments use different documentation formats.

The following functions are carried out:

- Students create unique logins by entering their personal information
- Faculty members log in and enter information about internal assessments
- Each employee has a unique username and password for logging in.
- Department heads submit the topic allocation information for each semester.
- Faculty members fill out their login with the internal mark, assignment, seminar, and (optional) tutorial.
- Reports on internal assessment analysis and student progress are produced by the HOD login.
- During each academic year, students can check in and provide feedback on infrastructure amenities and instructor performance.
- The system generates the attainment of course outcomes for each course.

Problems Encountered and Resources Required

Any errors in the entered details (Faculty ID, Topic code, Subject title, mismatch in subject, and mark) cannot be changed by the concerned faculty once they have been authorised; errors may only be corrected in the server system by the administrator.

- required
- Local area Network
- Internet facility
- Personal computer

File Description	Documents
Best practices in the Institutional website	https://capeitech.org/wp-content/uploads/2024/04/CENTER-OF-EXCELLENCE.docx
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

CRERC-Cape Renewable Research Centre, the R&D section of Cape, stands in forefront, being unique in its connectivity to industry by its research, development and deployment of renewable energy products. With the intention of focusing, in research and development activities in renewable energy sources which is available in abundance, this was established.

Cape Renewable Energy Research Center, a brain child of Cape Institute of Technology, is located in a lush green area which happens to be the largest wind energy belt in south east Asia. The germinated idea has been reared by ENFUSE (Energy and Fuel Association of India - a nonprofit organization), auditing the usage of various forms of energy and Auro Mira Energy a vigorous promoter of bio-gas energy, Cape group of institutions is situated in one of the wind passes pod kanyakumari district and nature in the midst of thousands of wind farms projects to emerge also as a premier institution for design development and deployment of high end technology solutions for solar bio-mass and wind energy.

To create awareness amongst the public on the utilization of renewable energy resource for a eco-friendly environment To produce constant source of cost-efficient energy Organized cycle rally through villages to create awareness on renewable energy among rural folk. Arranged an exhibition for school students on renewable energy. Organized a seminar on renewable energy.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The institution has developed and practiced its extensive action plan for effective implementation of the curriculum. Being the affiliated institution, the institute implements the curriculum prescribed by Anna University, Chennai. For effective implementation of the curriculum, the following process is developed and deployed:

The goals and objectives of the curriculum to ensure everyone is on the same page regarding what needs to be achieved. In this meeting the following points are concentrated: Development and verification of CO's and PSO's, articulation matrix, work allotment, preparation of time table, preparation of course plan, details of prograde and Course File preparation. Each course coordinator has to maintain Course Register, course File and Course material. The Course Register contains attendance, course plan and lesson coverage statement and marks for assignment, class test and Internal tests. The Course File for a particular course contains the syllabus, course plan, previous semester university question papers, sample assessment test papers and answer scripts, sample assignment copies and CO attainment. Course material file contains 5 unit notes, 2 mark question answer and question bank. Internal and external audits are conducted in an effective way.

These are the roles of course co-coordinator and further, they are encouraged to impart the curriculum through innovative teaching methods. The departmental minutes are signed by the principal after every department meeting. Each semester, academic schedule of Anna University is communicated to college well in advance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations. The Institute prepares an institute-level calendar and subsequently every department prepares its calendar. Institute calendar of events includes details like the total number of working days and holidays, CIE dates. The department calendar comprises guest lectures, workshops, industrial visits, other cocurricular and extra-curricular activities. The academic calendars help faculty members to plan their respective course delivery research work academic and cocurricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments and seminars are part of the Continuous Internal Evaluation (CIE) of students. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted. Post IA tests, evaluation of answer scripts, and calculation of CO-PO/PSO

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

B. Any 3 of the above

UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

number of students during the year

326

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

1.3 - Curriculum Enrichment

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

Cape Institute of Technology gives equal opportunities to both the genders in terms of admissions, employment, training programmes, sports activities etc., so there is no gender issue.

For Environment and Sustainability, as per the curriculum, there is a programme, named

"Environmental Science" in a semester which introduces the academic approach of sustainability by covering the general understanding of what constitutes to the rates of renewable resource harvest, urban problem on energy, human population growth, environment degradation and develop, pollution creation, and non-renewable resource depletion and where these processes can be continued indefinitely, i.e., without sacrificing the needs of future generations. This course is strongly and weekly mapped in different programs in various courses.

This institution inculcates the "Human Values and Professional Ethics" in the curriculum. It is comprises the awareness on human values, awareness on engineering ethics, awareness to appreciate the rights of other, create the moral and social values and create an loyalty. It also focuses on ethical concerns common to human service situations. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their professions. This subject is strongly and weekly mapped in different programs in various courses.

"Communication Skills" improves the life skills and professional skills. It gives importance to the effective use of non-verbal

communication and helps the students to become proficient in public speaking and presentation skills.

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

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

644

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

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

644

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
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File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

203

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

140

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students from various financial and social backgrounds join the institution every year. Students are admitted in the institution by based on their cut off marks. After the admission of the fresh students, Bridge Courses are conducted to them which include communication skills, basics of English and mathematics to bridge the gap and to cope up with the technical education.

After the first series exam, learning levels of the students are assessed. Students who attain 70% and above marks in all subjects are considered as advanced learners, Students who achieve between 50% to 69% marks in all subjects are considered as medium learners and the students who score below 50%marks are considered as slow learners.

Slow learners are categorized after the internal examination. Based on their understanding capacity and language problem, remedial classes are conducted for the students those who lack in understanding the courses. Retest is also conducted for those who score low marks in the internal exam.

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

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

Number of Students	Number of Teachers
1157	110

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Each faculty members follow the student centric methods for the effective teaching and learning process. Different methodologies are followed by the faculty members include experiential learning method, participative learning method and problem solving learning method.

Experiential Learning Method

Students are encouraged to learn through the practical method. Practical experiences are given to the student in online mode under the guidance of concerned faculty members to create a connection between theory and practical. Once in a semester, industrial field visit is organized to experience clear idea about the topic which related to the course. But due to Covid 19 it is not possible to go to the industrial visit. At the time of relaxation in lockdown Students are allowed to attend the inplant training to acquire industrial knowledge.

Participative Learning Method.

Faculty members make the students to involve the learning process through group discussion, subject quiz, paper presentation, seminar and workshop and value added courses through online mode. In group discussion, the topics are given by the concerned faculty member. This activity improves the learning and communication skills of the students. Students are encouraged to participate in paper presentation, seminar, workshop. Subject quiz is conducted to improve the industrial practical knowledge of the students. Value added courses are arranged for the students to improve their technical skills.

Problem Solving Method.

Tutorial classes are conducted for the students to improve their problem solving skill. Assignments for problematic subject are given to solve the problems independently for better understanding of the concept.

File Description	Documents
Upload any additional information	View File
Link for additional information	NIL

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

Today, it is essential for the students to learn and use the latest technologies in order to be corporate ready. Teachers use modern technologies along with the traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) like you tube, zoom, Google class room in education to support, enhance, and optimize the delivery of education. Emails, whatsapp group are used to communicate, make announcements and to share informations.

The following tools are used by the Institute.

ICT Tools:

1. Google classroom is used to manage and post course related information- learning material, quizzes , lab submissions and evaluations, assignments, etc.
2. Virtual labs are used to conduct labs through simulations.
3. Online drawing tools like concept maps, mind maps, are used to perform student centric activities.
4. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.
5. The online learning environments are designed to train students in open problem-solving activity.
6. Lab manuals are mailed to students well in advance the experiment is performed.
7. Online quizzes and polls are regularly conducted to record the feedback of the students
8. To teach mathematical subjects in online mode, teachers have

used various online tools like- Jamboard in Google meet, etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

110

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

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

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

10	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
110	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>In every semester our Institution conducts three internal examinations and one university examination. University examination is conducted as per the Anna University norms.</p> <p>Our institution has a common Exam Cell for conducting internal tests. This cell has one Exam Cell Convener and two members from each department. At the beginning of each semester, the exam cell convener prepares the schedule of internal exam and discusses the necessary details with the Principal and the Heads of the each Department. Common methodology of question paper setting is followed by the Exam Cell.</p> <p>Students' attendance is also uploaded in the Anna University Web Portal. The progress report for Internal Examination and attendance percentage is sent to the parents. The students can view their internal marks and attendance percentage through Anna</p>	

University Website by using their user login id

Result Analysis is done by the class tutors after every Internal assessment. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Head of the Department and Principal then the necessary feedback is given to the concerned faculty members. The Principal conducts department wise review meetings to give necessary feedback for the improvement of the students' performance.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The answer scripts are valued by the faculty and verified by the Senior Faculty and then by Principal in Google class room. The valued answer scripts are resend to the students for their clarifications. If any grievance is found by the student, it is rectified by the Redressal committee. The marks obtained by the students in internal assessment tests are displayed on the department notice board. Student's progress report is sent to the parents after completing the internal examination process for every Internal Examination. If any grievances found by the parents in the progress report, it is rectified by the concerned Faculty Advisor. Redressal of grievances at institute level:

Departmental Level:

The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests.

College Level:

The Institute appoints a Chief Exam cell coordinator for smooth conduction of examinations. If students are facing any problems, they are solved by communicating with the Chief Examination Officer in the university. consultation with the Principal and if necessary forwarded to the university by exam cell

Redressal of grievances at University level:

For university examinations, the Hall tickets are issued to the students well in advance. Before issuing the original hall ticket, preview form of hall ticket is issued to the students for the corrections.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Graduate attributes are taken as Programme Outcomes. Programme outcomes, Programme Specific Outcomes are displayed in the institution website, Department's cabin, Department's corridor, class rooms and Labs and are communicated to faculty members and students

PROGRAM OUTCOMES (POs) Engineering Graduates will be able to:

PO1: Engineering knowledge:

PO2: Problem analysis:

PO3: Design/development of solutions: Design solutions for complex engineering problems and design system components

PO4: Conduct investigations of complex problems:

PO5: Modern tool usage: Create, select, and apply appropriate techniques, resources,

PO6: The engineer and society: Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues

PO7: Environment and sustainability:

PO8: Ethics: Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering

practice.

PO9: Individual and team work: Function effectively as an individual.

PO10: Communication:

PO11: Project management and finance:

PO12: Life-long learning:

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	NIL
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Course outcomes are formulated based on Bloom's Taxonomy. Course outcomes are measured by direct and indirect assessments. Unit vice exams, series exams, Assignment / seminars are the direct assessment methods. Course end survey is the measure of indirect assessment method. 80% weightage is given to the direct assessment and 20% weightage is given to the indirect assessment.

After the completion of each unit, Unit test is conducted and the series examinations are conducted thrice in a semester. The question papers should be mapped CO and Blooms Taxonomy.

CO-1 and CO-2 Attainment from Series Exam -I

CO-3 and CO-4 Attainment from Series Exam -II

CO-5 Attainment is from Series Exam -III

If the students fail to attain COs in Series Examination, retest is conducted to reach the attainment level. Assignments or seminars are also given for each unit to reach the target. Individual faculty assigns the percentage for direct assessment.

Course End Survey is the indirect assessment method to attain

course outcome. CO attainment is calculated by the Campus Management System. The following level of attainment is fixed for Course Outcome

Less than 50% - Level 0

50% to 60% - Level 1

60% to &70% - Level 2

Above 70% - Level 3

Program Specific outcomes are formulated by the individual Department. Three PSO's are derived in addition to PO's

Program outcome consists of 12 Graduate attributes which is identified by National Board of Accreditation. Program outcomes are attainment. This is the direct assessment method. Indirect assessment is calculated from CGPA of the students.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

215

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NIL

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://forms.gle/xdzT837WiGM9N5mw7>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0.50

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The International Innovation Festival 2023, organized jointly by the Cape Institute of Technology, the United Nations Sustainable Solutions Network, and the United Nations Sustainable Development Goals Students Programme, took place as scheduled from June 15th to June 17th, 2023. The central theme of the International Innovation Festival 2023 was to instill an understanding of the importance of creativity and innovation among engineering students. The festival aimed to inspire and empower individuals to enhance their capacity for original thinking and problemsolving. The overarching goal was to promote innovation as a means to simplify and enhance daily lives, making them more convenient and comfortable. It emphasized that in today's world, innovators play an indispensable role in driving progress and meeting contemporary challenges.

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

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

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

1

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

3.3 - Research Publications and Awards

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

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

0

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

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

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

41

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Our college has conducted various events for the social issues in the neighbouring villages during the year. Our college is very much interested in the community outreach activities. Our college is working in the direction of the outreach activities through conducting the events with the help of students and teachers. We launched one mission called cape green mission. Through this mission various awareness programs are conducted in the nearby villages to protect our nature.

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

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

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

3

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

5

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

28

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The CAPE Institute of Technology boasts a well-equipped infrastructure designed to facilitate optimal learning experiences for its students. From spacious classrooms and seminar halls to state-of-the-art laboratories and a comprehensive library, our facilities are tailored to meet the standards set forth by AICTE and Anna University. With a total of 40 undergraduate classrooms and 14 postgraduate classrooms, accommodating our diverse student body is never a concern.

Each department is furnished with dedicated laboratory spaces, totaling 89 across various disciplines, to foster hands-on learning and practical skill development. Additionally, our institution houses seven seminar halls, strategically located within each department, providing ample space for academic discourse and presentations.

Our library is stocked with an extensive collection of books, journals, and newspapers, serving as a valuable resource for students to deepen their knowledge across various subjects. Moreover, our computing facilities are readily accessible to all students, ensuring seamless integration of technology into the learning process.

In adherence to AICTE norms, both undergraduate and postgraduate classrooms are designed with adequate space, while our computing, library, drawing hall, and seminar facilities further enhance the educational experience. At the CAPE Institute of Technology, we are committed to providing an enriching environment conducive to academic excellence and personal growth.

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

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

Our sports program encompasses a wide range of indoor and outdoor activities, ensuring students have ample opportunities for physical recreation and skill development. Indoor facilities boast spacious courts and top-notch equipment, catering to the diverse needs of our student body. Both morning and evening sessions are designated for sports, with separate schedules for boys and girls.

From table tennis to football, our students engage in various games, honing their talents and competing at Zonal, Inter-zonal, and State Level competitions. Special sports camps further enhance player performance, fostering a culture of excellence and sportsmanship.

Compliant with AICTE standards, our sports fields are equipped to meet the requirements for optimal gameplay. Additionally, our gymnasium, featuring both conventional and machine-based equipment, supports students in maintaining physical fitness throughout the day.

Yoga classes offer students an opportunity to nurture both body and mind, with dedicated halls for practice and audio-video aids for enhanced learning. Participants can even pursue YYE certificate courses for further empowerment.

At the Institute, our Cape Skills factory provides avenues for artistic expression through music clubs, dance, and other creative outlets. We also celebrate cultural diversity with events such as College Day and cultural festivals like Pongal, Onam, Christmas, and Saraswathi Pooja, fostering a vibrant and inclusive community.

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

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

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

85.3

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

4.2 - Library as a Learning Resource

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

The central Library, situated on the ground floor of the CSE & IT Block, spans an area of 541.62 sqm. Its stack room occupies the eastern section, covering 158.067 sqm. Staffed by a librarian and two assistants, the library caters to the needs of both faculty and students.

Equipped with AutoLib, a comprehensive Library Management Software, the facility operates smoothly, allowing easy access to book availability via title or author name. Entry and exit are tracked through a gate register, utilizing barcode readers embedded in the identity cards issued to members.

A dedicated reading room, spanning 251.94 sqm, offers 130 individual seating arrangements for uninterrupted study sessions.

Additionally, a periodicals section spanning 66.3 sqm houses print journals, magazines, and newspapers.

The digital library, covering 32.13 sqm, features 13 interconnected computers with LAN and high-speed internet access. It boasts memberships with prestigious platforms like NDL, British Online Library, and DELNET, offering access to NPTEL Video Courses, e-Journals, and eBooks.

With a vast collection of 22,151 volumes and 11,343 titles, the library organizes materials according to the Dewey Decimal Classification system. Essential equipment such as barcode printers, scanners, printers, readers, and CCTV cameras enhance operational efficiency.

Furthermore, each department maintains its own library section, monitored by department heads. These sections house subject-specific materials, ensuring comprehensive resource accessibility across disciplines.

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

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

C. Any 2 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

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

72.7

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

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

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

450

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

4.3 - IT Infrastructure

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

The institution boasts a comprehensive array of technological resources, including 640 computers, 22 printers, 8 scanners, and 4 photostat machines, meticulously connected to each department and the computing facility. Every classroom is furnished with LCD facilities, facilitating easy comprehension through video lectures, while LAN-equipped rooms allow seamless information sharing.

With a commitment to providing futuristic facilities, the institution regularly updates its IT infrastructure to empower students in their pursuit of academic excellence. Thirty-six classrooms feature LCD projectors, complemented by audiovisual systems for enhanced learning experiences.

CCTV surveillance ensures campus security, with strategically placed cameras monitoring activities. Accessible to both students and faculty, 615 computers serve academic and extracurricular needs. Printers are strategically located throughout the campus, and limited Wi-Fi access is available in designated areas.

Library services are digitized, enabling efficient book borrowing through unique barcode systems. Students can review exam marks online, ensuring accuracy in grade reporting. Event information, including dates, times, and details, is readily available on the website, with event photos and minutes uploaded afterward for easy access.

The institution prioritizes technological advancement, ensuring that its facilities and resources remain at the forefront of education

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

4.3.2 - Number of Computers

640

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

0.85

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

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

The institution maintains a rigorous cleanliness regimen, with classrooms, faculty rooms, and laboratories attended to daily by dedicated housekeeping staff. Each block is assigned a team of housekeepers overseen by a Sanitary Supervisor, ensuring thorough cleaning.

Toilets receive twice-daily cleaning by sanitary staff, overseen by regular inspections from the Sanitary Supervisor and surprise visits from higher officials to uphold hygiene standards.

Damages in these areas are promptly reported to supervisors for rectification upon approval. Any issues with laboratory hardware or software are communicated by lab technicians to the Department Head, who then liaises with the Principal for resolution by the System Administrator, ensuring uninterrupted lab sessions.

Students wishing to utilize laboratory equipment must submit an intention slip detailing their experiment requirements, which is then approved by the Staff in charge and dispatched by the lab technician. Damaged equipment is the responsibility of the students to replace after inspection by the technician.

Library access is regulated through RFID scanning of student identity cards, with each student eligible for borrowing tokens. Late returns incur fees, and upon course completion, all tokens must be returned.

Sports facilities usage requires approval from the Physical Director, with equipment use requiring written authorization and undamaged returns.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

993

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

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

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

19

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	<p style="text-align: center;">Nil</p>
Any additional information	<p style="text-align: center;">View File</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p style="text-align: center;">View File</p>
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
23	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
23	
File Description	Documents
Any additional information	<p style="text-align: center;">View File</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p style="text-align: center;">View File</p>
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

76

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

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

5.2.2.1 - Number of outgoing student progression to higher education

6

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

71

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

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

Following are the various committee of the college. 1. Academic and administrative committee which comprises Student society and Class Committee Student society :The student society of every

department conducts National level Symposium and seminars every year in which they organize various technical and nontechnical events. Class Committee : The class committee headed by a senior faculty associated by class in charge and students discussed and take necessary action to improve the main motto teaching learning activity 1. ICC: This Committee headed by principal, Senior faculties and students from all disciplines provide safe environment for women faculty members and girl students 2. Grievance / Redressal committee : This committee has been constituted with an aim to provide easy and readily assessable grievance of student community and promote suitable environment for learning . 3. Anti ragging Committee : This Committee headed by principal, Senior faculties and students from all disciplines provide ragging free environment in college premises and also in hostel. 4. Placement and training Coordination Committee : This Committee headed by Principal, Placement officer, one faculty from each department and student from all departments. 5. Library Committee : : Under the chairmanship of the Principal, the Librarian and student members every year organize orientation programmes, book exhibition along with various other student enrichment programmes and competitions. 6. Cultural and fine arts committee : It takes the lead role in organizing various cultural, co-curricular and extra curricular activities and related competitions 7. Sports committee : It takes the lead role in organizing various sports and games related competitions apart from Annual Sports Day.

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

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

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

116

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

5.4 - Alumni Engagement

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

On 06/05/2019, the CAPE Alumni Association was incorporated as an organisation with the goal of creating networks between current students and alumni, which indirectly contributes to the improvement of current students. Globally, the CAPE Alumni Association has created numerous regional chapters, with the Levengipuram branch serving as the main chapter. The alumni association is active, and there are currently 10,000 members. Every year, the association's general body meets to discuss its operations and advancement. The association is led by its president, and other office holders such the secretary, treasurer, vice president, joint treasurer, and joint secretary are present at meetings as well. A faculty member from each department is also named to coordinate the events and other activities in addition to this. For the improvement of curricula and syllabi, alumni from industry serve as members of the department advisory committee, the Board of studies, etc. A few of our alumni work as adjunct professors and expose students to business activities. By holding mock interviews, the alumni organisation assists the student's training and placement activities.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The governing council of the institution derives all the objectives and plans that are helpful to achieve the vision and mission of the institution. The institution hires competent, dedicated individuals to implement teaching-learning process effectively. The institution makes financial provision to provide infrastructure and facilities suitable for effective services and to cater to the requirements as per growing needs.</p> <p>As a part of realizing the vision, during admissions priority is given to students from rural community and financial concession is also given to them.</p> <p>To enhance the interpersonal skills of students, soft skill training is provided to them by efficient trainers. Students are made to face the industry, by industrial projects/ internships/ research projects which expose them to recent industrial trends and to inculcate the spirit of research. They are made aware of human rights, road safety and accidents, first aid, blood donation and other humanitarian values through NSS activities thereby become socially responsible citizens.</p> <p>The Head of the Institution shares the vision of the institution and decisions taken by the institution in the meetings conducted for academic and administrative review. He motivates and monitors a team of faculty and staff to realize the institution's vision and mission.</p>	

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

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

The institution promotes a culture of decentralized system. Principal, the head of the institution is the in-charge of all academic activities and students in the college. Head of the Departments are responsible for the academic performance in the department under the guidance of the Principal. The heads of department decide on timetable, subject allocation, purchase and maintenance of equipment and consumables, organizing guest lectures and workshops and recommends necessary industrial visits,

in-plant trainings and MoUs .

Faculty members are given responsibility of being conveners and coordinators with full responsibility of planning, organizing, financial management and executing Conferences, symposia, workshops and seminars. They are members of IQAC, Discipline Committee, Placement Committee, Alumni Association, Anti-ragging Committee and other committees for the various college functions like College Day, Graduation Day, and Sport Day etc. Our Campus have made initiation to convert our campus as renewable energy campus and one of the main hub for renewable energy in

south India promoting renewable energy activities among the studentsector and society by conducting renewable energy awareness program.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed

Perspective plan for 5 years: (2019 to 2023)

- Start of New Innovative, Multi/ Inter-Disciplinary, Job Oriented Academic Programmes: New academic interdisciplinary programmes in addition to the core discipline will be started to meet the industry and market requirements. Artificial Intelligence, Robotics, Machine Learning.
- More Initiatives will be taken towards skill development and carrier oriented programmes for students, looking at the needs of welfare of human kind. Improving industry interaction for giving industry exposure to students and faculty members.

Skill/Personality Development Programme:

- Provide an interactive platform to students and alumni by organizing alumni meet and Establish liaison between College Alumni Association and other similar associations in the country and abroad for better placement opportunities.
- MoUs with the Educational Institutions and Industry: The signing of MoUs with top Ten Industry will enhance exchange of faculty and students hence boosting the creative learning.

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

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

The highest body for taking decisions is the governing council which comprises of the Chairman, Pro Chairman, CEO, Principal and appointed members as per norms. The institution sets up rules and regulations of the institution for effective governance, transparent administration and participatory decision making for collective responsibility. Principal is the Member Secretary of the Governing Council of the college and it is his responsibility to convene at least one meeting per semester.

Yearly objectives of the institution are given by the Governing Council, considering the perspective plans for the institution, emerging trends and feedback received in line with the vision, mission and quality policy of the institution.

Various cells have been formed to take care of the academic activities of institution. Placement Officer along with one or two representatives from each department arranges and conducts placement activities in the college. Exam Cell Coordinators help the smooth conduct of internal examination activities in the college.

Administrative Manager looks after the administrative aspects of the college including maintenance of the student related records, certificates and university correspondence, maintenance of services such as infrastructure, hostel, canteen, transport, etc. He looks after the account related activities such as maintenance of vouchers, records and cash collection and payments.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare mechanisms for teaching staff

Family get-together every year.

- Casual leave (CL)
- On duty leave for attending conference, workshops and FDPs
- Employee Provident Fund and ESI facility
- 100 % concession in bus fee for teaching staff.
- Hostel accommodation to faculty members.
- Cash awards for academic excellence / 100% pass
- Sponsoring for attending conference, workshops and FDPs
- Study Leave to pursue higher education

Welfare mechanisms for non-teaching staff

- Free transportation.
- Family get-together every year.
- Casual leave (CL)
- Employee Provident Fund and ESI facility
- Free uniform to non-teaching staff.
- Free lunch to the drivers.
- Study Leave to pursue higher education

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

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

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

20

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

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

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

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

13

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

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

Faculty are evaluated by faculty-appraisal form each year based on the performance in

- Odd and even semester results

- Seminars/training programs attended/conducted
- Paper presentations through conferences.
- Programmes conducted in college as conveners and coordinators
- Innovative teaching methodologies
- Research Publications
- Extension activities
- Student feedback

A performance appraisal form is submitted by each faculty member wherein he/she gives the details of his/her performance and participation in all the activities assigned to him/her by the department /college. The concerned HoD and Principal give their remarks on the performance of the faculty member. If a faculty scores more than 50% as an average of all the performance indicators, then his/her performance is considered as satisfactory. Based on the performance appraisal, the teachers are given promotion, increments and awarded merit certificates and prizes which motivate them to further improve their performance.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Account statements of each department are audited by the accounts department. The accounts and procedures of internal control of finance are carried out by the head of the accounts team on a day to day basis and annual audit is done by the statutory auditor. The audit of accounts and submission of income tax returns are being carried out regularly each year. The Chartered Accountant

conducts the annual external audit and helps to fulfill the legal requirements. If any audit objection is raised by the audit

committee and the Chartered accountant ,it will be discussed in the governing council and prompt compliance is carried out with the guidance of the financial administrator.

There are no audit objections since the institution follows a good system of internal controls like calling quotations, comparison of rates, preparation of purchase order etc. Approval at every stage is obtained. Due verification of goods and services that are obtained after delivery or completion of works makes the process transparent. No expenses are incurred without proper approval or sanction by the Head of the institution or HODs of various departments.

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

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

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

0

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

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

The institution has a well formulated financial policy which

ensures effective and optimal utilization of finances for academic, administrative and development purposes which help ultimately in realizing the institute's vision and mission. Proper utilization of financial resources are planned at the beginning of every financial year. The budget is prepared well in advance after taking into consideration the requirements of every department.

Each department prepares the budget based on the requirements such as equipment, computers as well as consumables required for the next academic year. The budget is reviewed by the management and approved after necessary changes. As and when required, the institute makes a provision for advance/ additional funds. Department heads ensure that suitable equipment with the right specifications are procured at competitive, optimal prices. Budget utilization is periodically reviewed by the management and corrective measures are taken, if required.

Accounts department takes care of the collection of tuition fees, salary distribution, tax payment, loan distribution, Preparing purchase orders for the laboratory equipment, teaching aids, furniture, and the facilities, payment of bills and maintaining the department budget allocation and expenditure etc. Every financial transaction is recorded. All procedures and dealings are computerized.

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

6.5 - Internal Quality Assurance System

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

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

The College believes in continuous improvement. The institution has formed an Internal Quality Assurance Cell (IQAC).

The IQAC conducts awareness programs, training programs and orientation programs to improve quality among all its stakeholders. Continuous feedback, Comprehensive Academic Audit, Feedback from alumni, industry, parents, students, teachers and the community helps it to institutionalize quality culture.

Following are some of the contributions of IQAC:

- The Campus Management Entry System (CMES) contains the details about series test, assignment mark, and tutorial marks of each and every student which are entered by faculty from their login. From this we can easily calculate the course outcome of each subject.
- Internal assessment analysis report, student progress report are generated from the HoD login.
- Progress report generated by the system is sent to the parents to view the academic performance of their ward .
- An exclusive Innovation Center and Centers of Excellence for conducting joint research work involving faculty and students has been set up to coordinate research activities of students and faculty in all the departments.

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

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

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

Response:

IQAC takes continuous review of teaching learning process in the Institute. It mainly comprises of Principal, Heads of the department and departmental coordinators. Before commencement of the term, academic calendar is prepared and all the coordinators ensure that the activities are conducted as per schedule.

- Course file
- Students' feedback
- Results of internal tests

The faculty prepares the course file and delivers academic plan with respect to course outcomes, program outcomes and programme educational objectives which are verified by the academic audit committee formed by the Principal each semester.

Experiential learning method:

This method helps the student to have practical knowledge about the subject. Apart from the regular class room lectures by the faculty members for each course, Demo classes will be conducted in respective department labs.

Participative learning method:

The students will have group discussions on the particular topic after completion of each unit. The students will also take seminar for the topics related to their subject which facilitates the students to know in depth about the subject.

Google classroom

It facilitates paperless communication between teachers and students and streamlines educational workflow. It allows teachers to create classes, post assignments, organize folders, and view work in real-time.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality

B. Any 3 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and security

Safety of girls is a top priority at every college campus. Nowadays, safe and supportive campus community is both an obligation and a challenge for college administrators and students. Women safety at any college campus is a serious concern now.

CCTV Camera

24 hour CCTV surveillance is maintained in the college. It helps to keep a check on antisocial activities. Students and other employees in the college too remain cautious about the surveillance.

Female Warden Staff in Hostel

Girls' hostels have only female wardens and supervisors. Duties of supervisors are arranged in such a manner that supervisors remain there continuously for 24x7hrs.

Parent teacher meeting

Regular parent-teacher meetings are organized to bring the

students -parents and teachers together. Updates are provided about the overall development and performance of the students.

Anti Sexual Harassment Committee

Anti Sexual Harassment Committee is also active in the college. College has appointed counsellors to guide the students and attend to the issues of the students. They motivate them regularly and guide them to lead a good life.

Common Rooms

The common room facilities for both female and male students are available in their respective campus where the students come in their free time to relax and entertain.

File Description	Documents
Annual gender sensitization action plan	https://capeitech.org/wp-content/uploads/2024/04/7-1-1-29-Apr-2024-14-09-02.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://capeitech.org/wp-content/uploads/2024/04/7.1.1-CCTV-Camera-photo.docx

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste:

solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source. It is also ensured that the recycling of all these components is done in minimum cost and labour. Suitable techniques are applied for disposing of solid waste. The garbage generated is preferably treated at the site of generation.

Liquid waste:

The liquid waste is segregated into organic and inorganic waste. Inorganic waste such as concentrated acidic or alkaline solutions are neutralized before disposal. Sodium bi-carbonate or Calcium oxide (lime) is used for the neutralization process so that the neutralized liquid contains no harmful substance. The organic waste yield of the University is limited till date and therefore treated with cow dung for decomposition due to the action of micro-organisms.

E-waste:

E-waste management ensuring that no discarded computers or printers are lying idle in the office premises. Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Radio, TV, Phones, Printers, Fax and Photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology up gradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed off.

Waste recycling system

There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction

B. Any 3 of the above

of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above

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

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

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p> <p>The institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days</p>
--

like Women's day, Yoga day, along with many regional festivals like Dussehra and Sankranthi are celebrated in the college.

Our Institute encourages the celebration of various festivals like Diwali, Holi, Eid, Christmas, Ganapati, etc. There is celebration of the Freshers day and New Year day where students, teachers, nonteaching staff and their family members participate and perform cultural programmes reflecting regional, state and local cultures.

Equal opportunities are provided to the students to participate in various activities conducted irrespective of their caste, creed, religion, and region. The institution has an NSS wing to inculcate a sense of unity, discipline, and harmony. The activities undertaken by the NSS unit in our institution mitigate the socioeconomic diversities and progress them towards leading a tolerant and harmonious living.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

Institute regularly organizes national days and events that help remind the faculty, students, and employees about their constitutional obligations and responsibilities. The different programmes organized by the institute make participants aware of human values, rights, duties, and responsibilities

The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The college establishes policies that reflect core values. Code of conduct is prepared

for students and staff and everyone should obey the conduct rules. The institution encourages participation of students in Sports and Games, NCC and NSS at National level to strengthen nationwide bond and relation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://capeitech.org/wp-content/uploads/2024/04/project-coast-report-1.pdf
Any other relevant information	Nil

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

B. Any 3 of the above

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

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

Republic Day

students and faculty are invited for flag hoisting. Students and teachers perform patriotic events to raise awareness of

constitutional rights and historical achievements.

Independence Day

students and faculty are invited for flag hoisting. Students and teachers perform patriotic events to raise awareness of constitutional rights and historical achievements.

Teachers Day

Institute has a unique culture of appreciating the efforts of teachers by awarding them best faculty awards. The director of the Institute felicitates the award every year to teachers.

APJ Birthday celebration

The birthday of Dr. APJ Abdul Kalam is celebrated in the auditorium to discuss the achievements of the former in his loving memory.

Diwali

There is Diwali Pooja performed in the campus at the occasion of Diwali. The spark of the festival is visible by the colorful decorations arranged by faculties and staff members

International Yoga day

It is also celebrated in the institute where students and teachers practice Yogas to relieve stress and sadness. Usually, it is conducted in the presence of Yoga experts.

Pongal

The traditional festival Pongal is celebrated every year during January. The students and faculty members follow the celebration method in a traditional Tamil culture.

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

7.2 - Best Practices

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

The process of planning, carrying out, monitoring, reporting, and taking appropriate action for various duties at the academic level and for the general development of the students is started by the Principal and the HODs. Without a campus management entry system, the instructors must manually compile each report. The procedure takes a lot of time, and different departments use different documentation formats.

The following functions are carried out:

- Students create unique logins by entering their personal information
- Faculty members log in and enter information about internal assessments
- Each employee has a unique username and password for logging in.
- Department heads submit the topic allocation information for each semester.
- Faculty members fill out their login with the internal mark, assignment, seminar, and (optional) tutorial.
- Reports on internal assessment analysis and student progress are produced by the HOD login.
- During each academic year, students can check in and provide feedback on infrastructure amenities and instructor performance.
- The system generates the attainment of course outcomes for each course.

Problems Encountered and Resources Required

Any errors in the entered details (Faculty ID, Topic code, Subject title, mismatch in subject, and mark) cannot be changed by the concerned faculty once they have been authorised; errors may only be corrected in the server system by the administrator.

- required
- Local area Network
- Internet facility
- Personal computer

File Description	Documents
Best practices in the Institutional website	https://capeitech.org/wp-content/uploads/2024/04/CENTER-OF-EXCELLENCE.docx
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

CRERC-Cape Renewable Research Centre, the R&D section of Cape, stands in forefront, being unique in its connectivity to industry by its research, development and deployment of renewable energy products. With the intention of focusing, in research and development activities in renewable energy sources which is available in abundance, this was established.

Cape Renewable Energy Research Center, a brain child of Cape Institute of Technology, is located in a lush green area which happens to be the largest wind energy belt in south east Asia. The germinated idea has been reared by ENFUSE (Energy and Fuel Association of India - a nonprofit organization), auditing the usage of various forms of energy and Auro Mira Energy a vigorous promoter of bio-gas energy , Cape group of institutions is situated in one of the wind passes pod kanyakumari district and nature in the midst of thousands of wind farms projects to emerge also as a premier institution for design development and deployment of high end technology solutions for solar bio-mass and wind energy.

To create awareness amongst the public on the utilization of renewable energy resource for a eco-friendly environment To produce constant source of cost-efficient energy Organized cycle

rally through villages to create awareness on renewable energy among rural folk. Arranged an exhibition for school students on renewable energy. Organized a seminar on renewable energy.

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

7.3.2 - Plan of action for the next academic year

- To recruit and retain well qualified motivated faculty.
- To increase the placement of students by enhancing the student's skills by providing skill development classes.
- Registration of Alumni and Hosting Alumni meet
- Built of more Smart Class Rooms
- Providing one more E-Library
- Arrangements for Certificate Courses to credit
- Extension Lectures on Social issues
- Solar Panel Installment
- Making awareness for no use of plastic and Ban of plastics in College Campus
- Maintain Rain Water Harvesting system in college campus and Waste water Management System
- Green Audit of the Campus
- Research Laboratories
- Organization of State Level Competition
- National and international Day / Commemorative day celebration and National level Competitions