



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MEA ENGINEERING COLLEGE
Name of the head of the Institution		G. Ramesh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04933-277556
Mobile no.		9841022371
Registered Email		principal@meaec.edu.in
Alternate Email		viceprincipal@meaec.edu.in
Address		Vengoor (P.O.), Perinthalmanna
City/Town		Malappuram
State/UT		Kerala
Pincode		679325
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Prof. Haneeshbabu K T
Phone no/Alternate Phone no.	04933277556
Mobile no.	8547241976
Registered Email	director.iqac@meaec.edu.in
Alternate Email	iqac@meaec.edu.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://drive.google.com/file/d/1vn6MVpm_Zr5M1mCjmbSgUFacnRINb9R-/view">https://drive.google.com/file/d/1vn6MVpm_Zr5M1mCjmbSgUFacnRINb9R-/view</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:  
Weblink :

[https://drive.google.com/file/d/1bmCL9g1Qgg8PVyaG6fp\\_1Vv2Z30Vb-SV/view](https://drive.google.com/file/d/1bmCL9g1Qgg8PVyaG6fp_1Vv2Z30Vb-SV/view)

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.57	2019	08-Feb-2019	07-Feb-2024

### 6. Date of Establishment of IQAC

06-Jun-2017

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal Academic Audit	11-Mar-2019 3	133
ISO Certification	20-Nov-2019	133

	1	
NBA visit pre-audits (CSE & ME)	11-Jan-2020 2	44

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

3

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

Equipped two Depts (CSE ME) to undergo NBA accreditation - Visit scheduled on 30.01.2020

STREAM Scholarship for Engineering aspirants

PrePlacement training programmes initiated and conducted through Career Guidance and Placement Unit in the Institution.

Appreciation to faculty members who have secured good API grades and appreciation to students who had secured higher CGPA (Best two students / Dept.) during graduation ceremony, MeGraD (MEA Graduation Day).

As a part of developing social commitment in students, the Institution with the aid from all its peers, conducted MEHAR (Community marriage for poor).

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

Plan of Action	Achivements/Outcomes
NBA Preparations	Enabled two Depts (CSE ME) to submit SAR and expecting for the visit
Internal Academic Audit	Received good comments during University-level audits
ISO Certification	Received the certification
PhD leave for faculty members	The faculty members had improved the no. of paper publishing
Introduction / Continuation of API for faculty members	The faculty members was showing improvement in terms of producing better academic results, research activities & conduction / participation in FDPs, seminars, workshops etc.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Board of Governors	07-Jul-2020

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

Yes

Date of Visit

22-Jan-2020

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

12-Jul-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules

Course material distribution: Teachers

currently operational (maximum 500 words)

can distribute course material through Linways learning management system  
Academic Audits: You can generate all kinds of auditing reports for university and academics to ensure quality and integrity  
Placement and Training Management: Helps the placement officer to manage all placement activities in one place  
Examination hall seating arrangement: The entire procedures such as seating arrangement of students, hall allocation, notices, invigilation duty list, generating reports etc can be done in a single click  
Leave Management: This speeds up and simplifies your entire leave management process. You can record and monitor all types of leave across your organization.  
Discussion Forums: Conduct discussion forums on various topics to boost the academics, conduct group discussions, and to improve the collaboration over team projects  
Principal Insights: Can identify, analyze and track all the activities and issues inside the institution  
Attendance Marking and Report Generation: Effective attendance management, daily, weekly, monthly, subject wise reports  
NBA Reports: Effective attendance management, daily, weekly, monthly, subject wise reports  
Library Management System: Manage entire library through Linways Library management System  
Time Table Management: You could easily set batch timetables using our easy to use timetable module  
Notifications: Get notified of various events and to make the campus paperless  
Grievance Management: Manage grievance and complaints, and track the actions taken in accordance with it  
Publish Marks and Performance Analysis: Publish marks, generate various progress or performance analysis reports for easy judgment and decision making  
Auto Normalized Mark List: Linways will generate auto normalized mark lists for university internal mark calculation  
Progress Report Generation: Generates a diverse array of configurable progress reports and rank lists. Also allows drill downs such as comparison of marks, subject wise ranks, attendance history, etc  
Transportation Management: Complete vehicle management, vehicle

wise routes and pickup points, Pickup point wise student report, etc Online Feedbacks: Collect realtime performance data for continuous improvements and enhancements Lesson Planner: Plan your curriculum, map the outcomes, and track the progress with the lesson planner module Examination Management: Easy examination management, including hall arrangement, assigning faculties, track attendances, number of answer sheets used, etc Student Planner: The student planner allows a student to view all his activities, including events, examination, assignments, etc. in a single glance SMS and Mail Alerts: Parents get attendance alerts, marks of their child through SMS/email Digital Library: Linways digital library is a browser based application, so user can access digital library module even from their home without installing extra software Document Repository: Allows easy conversion of files such as pdf, MS word, MS power point, etc. into a linways platform standard document thereby facilitating easy sharing and management anywhere within the platform Hostel Management: It manages multiple hostels, hostel wise students, room reservations, allotment and other facilities Faculty Appraisal Management: Manage faculty appraisals and evaluations with minimum effort using the faculty appraisal management module Question Paper Generation: Create and manage question papers for various assessments

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

MEA Engineering College is affiliated to APJ AbdulKalam Technological University Trivandrum & University of Calicut, Kerala. The curriculum of the college is in line with that of the affiliating universities. The academic calendar issued by the affiliating university forms the basis for designing the college academic calendar. The college academic calendar consists of commencement date and last working date, teaching periods, dates for conduction of the internal assessment tests, co-curricular activities, etc. At the outset, the Head of the institution conducts meetings regularly with the Heads of Departments to develop various strategies for effective implementation of the curriculum. The development & deployment of processes and action plan for effective implementation of the curriculum are detailed below: After admission,

the first year students are given an interactive orientation program. The Heads of Department do the presentation about road map of total program courses with curriculum of core subjects, course outcomes and how the supportive subjects are enjoined at different stages as prerequisites. Each department exclusively has set of Vision and Mission, which are aligned with the Vision and Mission of the College. As per Outcome Based Education(OBE), Program Educational Objectives(PEO) and Program Outcomes (PO) are scripted for each program and Course Objectives and Course Outcomes (CO) are defined for each course. The Head of department conducts meeting with the faculty before commencement of the semester, in which subject allocations are made, identifies course in-charges and class in charges. Course In-charge plans & delivers the course contents, takes care of designing of course objectives & outcomes, Mapping COs with POs, setting benchmark/targets for student performance, preparation of teaching plan, identifying delivery modes, developing the teaching materials and aids, ascertaining the content beyond syllabus relevant to the course scheduling and executing remedial classes for weak students. Every course in charge prepares the course file which contains academic calendar, syllabus copy, lesson plan, unit wise class material, unit wise assignment questions, series exam question paper, answer scheme and University questions. Structured lesson plans are prepared/ revised for all courses on a period to period basis and are made available for student's access. The head of department is the overall in charge of proper functioning of the academic system. Monitors the delivery of the course, achieve outcomes, design corrective measures whenever and wherever necessary. College implements Outcome Based Education in which Teaching Learning is made student centric. Seminar halls and E- class rooms with facility of advanced teaching aids such as LCD projectors, broadband internet connectivity, and Wi-Fi are provided. Faculty and students has got access to NPTEL video lectures for effective teaching learning practices. The college organizes workshops, and guest lecturers to encourage industry- academia interface among students and faculty members on a regular basis. Faculty Development Programs are conducted for the faculty, when new course is introduced in curriculum. College takes feedback from students, faculty and other stakeholders regarding curriculum and its implementation, after summarizing the college includes value added topics to the curriculum given by APJ AbdulKalam Technological University.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
ASNT NDT Level II Training	Nil	15/10/2019	60	Focus on hands-on experience in latest NDT techniques along with national/international certification	NDT Skills
Professional Diploma in SEO and Digital Marketing	Professional Diploma in SEO and Digital Marketing	01/01/2019	180	Focus on employability in Search Engine Optimizations	Digital marketing

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BTech	NIL	Nil
Mtech	NIL	Nil
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BTech	NIL	Nil
Mtech	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	13	71

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
HS 210: Life Skills - 2015 scheme	01/02/2019	260
HUN101: (Life Skills) - 2019 scheme	01/08/2019	260
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTech	MECHANICAL ENGINEERING	114
BTech	CIVIL ENGINEERING	82
BTech	ELECTRICAL AND ELECTRONICS ENGINEERING	8
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
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1. Feedback is collected from teachers and students about infrastructural facilities, lab facilities etc. The feedbacks were analyzed and steps for improving the same were initiated. Action taken: Based on the above feedback for improvement, the following facilities were approved by the Management Committee of the Institution for its purchase and/or installation. a. Purchase and Installation of 80 KW Solar panel with Bus parking facility b. Fixing a Compound wall - Campus backside c. Purchase of Secured Firewall d. Purchase of CAD and Network simulator tools e. Purchase of LED Projectors in classrooms f. Interlocking - Canteen Frontage and CSE/ME block g. Interlocking - Girls hostel courtyard

2. Feedback is collected from students and teachers about the curriculum, portion coverage, conduct of internal assessments, study materials etc. The feedback is collected on a 4 point scale on 20 important criteria such as: a. Sequence of courses and its relation with those learned in previous semester, Technological Competency of the syllabus, Distribution of the contact hours among the course components, Objectives stated for each of the course, Relevance of its no. of units and Allocation of credits. b. Evaluation scheme designed for each of the course c. Composition of the courses in terms of Basic science, Engineering Science, Humanities, Discipline core, Discipline elective, Open elective, Project etc. d. Quantifying the Percentage of courses having LAB components, domain used for designing the experiments for the LAB components, the experiments in relation to the real life Applications e. Suitability to the present requirements of the Industry f. Inclusion of courses that depicts Life-skills, Ethical values, Self-discipline in the curriculum

Action taken: Based on the feedback from teachers and students: a. The questions for the series tests are prepared in order to obtain the minimum credits in the University Exams. b. Staff members are instructed to evaluate the papers keeping in mind the University valuation. Based on the valuable inputs from the students, orientation programme, soft skills, Conferences, Seminars, Workshops are arranged frequently in all the semesters. Life-skill course is included in the curriculum by the University

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BTech	Electrical and Electronics Engineering	60	26	19
BTech	Mechanical Engineering	120	66	37
BTech	Civil Engineering	120	124	88
BTech	Computer Science and Engineering	90	126	95
BTech	Information Technology	30	18	15
Mtech	Power Electronics and Drives	24	2	2
BTech	Electronics & Communication Engineering	60	28	19

Mtech	Communication Engineering	24	10	8
Mtech	Computer Science and Engineering	24	7	3
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1308	32	101	4	28

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
133	133	4	30	0	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Advisory System: There shall be one Senior Faculty Advisor (SFA) for a class and a Faculty Advisor (FA) each for 25 to 35 students in the class. The Principal shall assign a regular faculty member with minimum five years of experience as the SFA in discussion with the Head of Department concerned. The documents regarding all academic and non-academic matters of students under an advisory group shall be kept under the custody of FA / SFA. All requests/applications from a student or parent to higher offices are to be forwarded/recommended by his/her FA / SFA. Students and parents shall first approach their FA / SFA for all kinds of advices, clarifications and permissions on academic matters. It is the official responsibility of the institution to provide the required guidance, clarifications and advices to the students and parents strictly based on the prevailing academic regulations. The SFA shall arrange separate or combined meetings with advisors course faculty, Parents and students as and when required and discuss the academic progress of students under their advisory group. The FA / SFA shall also offer guidance and help to solve the issues on academic and non-academic matters including personal issues of the students in their advisory group. Advisory meetings shall preferably be convened: 1. Immediately after the commencement of the semester. 2. Immediately after announcing the marks of first internal evaluation test. The internal marks, activity points earned during the semester and eligibility of attendance shall be uploaded in the University portal only after displaying the same in the department notice board at least for two working days. Any concerns raised by the students regarding attendance and internal marks and activity points shall be looked into in the combined meetings of advisors, course faculty and the students concerned. The HoD shall ensure the proper redressal of the concerns raised by the students regarding internal assessment and attendance. The FA / SFA shall be the custodian of the minutes and action taken reports of the advisory meetings the minutes shall be approved by the Head of Department and the Principal. The FA / SFA shall keep a hard copy of the consolidated statement of attendance, activity points and internal marks of the students in their advisory group. It shall be kept with the HoD without fail for all sorts of inspections. Regular communication with the parents of students in respect of progress in academic matters and other general issues shall be the responsibility of the FA / SFA. The Principal shall inform / forward all regulations, guide lines, communications, announcements etc issued by the University regarding student academic and other matters to the HoDs / SFA for information and timely action. It shall be the official responsibility of the Principal to

arrange necessary orientation programmes to the HoDs, SFAs and FAs regarding student counseling, the prevailing University norms, regulations, guidelines and procedures on all academic and other University related matters.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1340	133	1:10

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	19	0	19	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Assistant Professor	NIL
2019	NIL	Associate Professor	NIL
2019	NIL	Professor	NIL
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Mtech	Power Electronics and Drives	4th semester	27/06/2019	15/07/2019
Mtech	Communication Engineering	4th semester	01/07/2019	15/07/2019
Mtech	Computer Science and Engineering	4th semester	12/06/2019	15/07/2019
BTech	Mechanical Engineering	8th semester	06/06/2019	15/07/2019
BTech	Computer Science and Engineering	8th semester	06/06/2019	15/07/2019
BTech	Information Technology	8th semester	06/06/2019	15/07/2019
BTech	Civil Engineering Information	8th semester	14/05/2019	15/07/2019

	Technology			
BTech	Electrical and Electronics Engineering	8th semester	04/06/2019	15/07/2019
BTech	Electronics and Communication Engineering	8th semester	14/05/2019	15/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The following major evaluation reforms are initiated by the institution. 1.All test schedules are prepared and communicated in advance to the students through the academic calendar, which is strictly adhered to. 2. An exclusive department level examination cell works in parallel to the college main exam cell. For a subject, three different sets of question papers with separate codes are sent to the department exam cell, from which the department exam cell officer selects and forward the most apt question paper to the main exam cell for the series tests. 3. A common ERP interface is implemented to feed the student details with their attendance and exam results. This portal is well connected, communicated and accessible to all the officials of the institution. 4.Attendance is marked by the faculties in the portal immediately after their session. Attendance details of the students are communicated to the parents on daily basis through SMS. 5.Series test marks and attendance are published on time, as per the calendar, on the department notice boards as well as through the college ERP portal. 6. A parent teacher meeting is conducted immediately after the first series test to discuss and improve the academic performance of the students. 7.The answer keys of the series tests / assignments are provided to the students to enhance the way of answering a test according to the weight age of the question. 8. A third series test is conducted at the end of the semester to compensate for the genuine absentees, if any for the previous series exams. Sometimes, this will be in the form of a model exam which can be utilized by the students who have missed any of the series exams due to genuine reasons and the students who wish to improve their series marks. 9.Remedial classes are provided for the needy and weakly identified students, during off hours / days as well as night hours, especially towards the nearing of series and university examinations. 10.Tutorial sessions to improve the problem learning skills of the students.

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

The institution ensures the adherence to the academic calendar in several ways The teaching and learning process is molded in such a way that it is aligned with the academic calendar. The teaching plan will contain a detailed plan of the lecture classes to be taken, tutorial hours, and assignments to be given to the students, unit tests to be conducted etc, so that it is in line with the academic calendar. In order to execute the plans of the academic calendar discussed in the College Council meeting, the Heads of Department conduct Departmental meeting to allocate the timetable and course content. All test schedules are prepared and communicated in advance to the students through the academic calendar, which is strictly adhered to. The series examinations and university examinations are scheduled as per the academic calendar by arranging examination halls and invigilators for the smooth conduct of examinations. The regular series examinations and class tests, the results of which are analyzed, are discussed with students and parents as per the academic calendar. The arts and sports are planned well in advance so that they are in line with the

academic calendar to ensure the smooth running of the academic programs. The final internal marks are uploaded to the university portal, in line with the academic calendar due dates.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[https://drive.google.com/file/d/1AyBphfKB-OkqOsX\\_4yYEsfjwfmY3OlsG/view](https://drive.google.com/file/d/1AyBphfKB-OkqOsX_4yYEsfjwfmY3OlsG/view)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MPED	Mtech	POWER ELECTRONICS AND DRIVES	4	4	100
MCOE	Mtech	COMMUNICATION ENGINEERING	8	8	100
MCSE	Mtech	COMPUTER SCIENCE AND ENGINEERING	11	11	100
EEE	BTech	ELECTRICAL AND ELECTRONICS ENGINEERING	26	14	53.85
ECE	BTech	ELECTRONICS AND COMMUNICATIONS ENGINEERING	43	14	32.5
IT	BTech	INFORMATION TECHNOLOGY	8	7	87.5
CSE	BTech	COMPUTER SCIENCE AND ENGINEERING	79	45	56.96
ME	BTech	MECHANICAL ENGINEERING	83	63	75.9
CE	BTech	CIVIL ENGINEERING	107	87	81.3

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## 2.7 – Student Satisfaction Survey

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

<https://drive.google.com/file/d/1aOgmc8pFsOJ4DBkrUBS7bfYw1lMW5o78/view>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	240	KSCSTE	0.2	0.2
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	0.3	0.3
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	0.09	0.09
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	0.1	0.1
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	0.08	0.08
Students Research Projects (Other than compulsory by the University)	180	KSCSTE	0.08	0.08
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Lecture on Thermal Engineering	DEPARTMENT OF MECHANICAL ENGINEERING	06/05/2019
2nd National Conference on Advances in Mathematical and Mechanical Engineering	DEPARTMENT OF MECHANICAL ENGINEERING	30/04/2019
2nd National Conference	DEPARTMENT OF	30/04/2019

on Advances in Mathematical and Mechanical Engineering	MATHEMATICAL SCIENCES	
ENTALK	INNOVATION AND ENTREPREUNERSHIP DEVELOPMENT CELL	02/02/2019
INSTINTO'19	DEPARTMENT OF CIVIL ENGINEERING	13/03/2019
INSTINTO'19	DEPARTMENT OF CIVIL ENGINEERING	06/04/2019
WORKSHOP ON ETABS	DEPARTMENT OF CIVIL ENGINEERING	20/03/2019
WORKSHOP ON ETABS	DEPARTMENT OF CIVIL ENGINEERING	30/03/2019
Workshop on REVIT ARCHITECTURE	DEPARTMENT OF CIVIL ENGINEERING	28/03/2019
Python Workshop Awareness Programme on Online Security Issues	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	20/03/2019
TWO DAY Workshop on Internet of Things	INNOVATION AND ENTREPREUNERSHIP DEVELOPMENT CELL	07/02/2019
Awareness Programme on Cyber Crime	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	10/04/2019
TWO DAY Workshop on Ethical Hacking Machine Learning	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	25/04/2019
Talk on Block chain	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	13/06/2019
TWO DAY Workshop on Robotics Artificial intelligence	ELECTRICAL AND ELECTRONICS ENGINEERING	15/03/2019
ENOVA - 3 DAY WORKSHOP	INNOVATION AND ENTREPREUNERSHIP DEVELOPMENT CELL	31/08/2019
Technical Talk on Technology Skills for Future	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	07/09/2019
INSPIRE - Pre-placement Training Programme	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	17/10/2019
INSPIRE - Pre-placement Training Programme	DEPARTMENT OF INFORMATION TECHNOLOGY	17/10/2019
Tech Share Technical Talk Series	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	24/10/2019
Hands on Workshop - The Resume Refresh	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	11/10/2019
NDT Training Programme	DEPARTMENT OF MECHANICAL ENGINEERING	15/10/2019
Workshop on Digital	DEPARTMENT OF MECHANICAL	25/10/2019

Manufacturing	ENGINEERING	
Workshop on Conference paper publication	DEPARTMENT OF INFORMATION TECHNOLOGY	23/10/2019
Workshop on Tekla Steel Structures	DEPARTMENT OF CIVIL ENGINEERING	19/10/2019
Technical Talk on Plug in Vehicles - Application of Research Opportunities	DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING	23/10/2019
CONSTRUO'19	DEPARTMENT OF CIVIL ENGINEERING	13/11/2019
Convolutional Neural Network	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	14/11/2019
Robotic and Drone Workshop	DEPARTMENT OF MECHANICAL ENGINEERING	12/11/2019
Seminar on Road Safety	DEPARTMENT OF MECHANICAL ENGINEERING	12/11/2019
Seminar on Combustion Instabilities in Afterburner	DEPARTMENT OF MECHANICAL ENGINEERING	12/11/2019
TWO DAY Hands on Training Programme on Scientific Paper Writing	DEPARTMENT OF MECHANICAL ENGINEERING	08/12/2019
Hands on Training Programme on Scientific Paper Writing	DEPARTMENT OF MECHANICAL ENGINEERING	12/12/2019
Hands on Workshop on Artificial Intelligence	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	16/01/2020
Latest Trends in Computer Science and Software Industry Today	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	13/01/2020
Project Deployment in Industry	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	13/01/2020
Hands on Workshop on Game Programming using Python	DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING	28/01/2020
PIXEL19	DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING	02/11/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
MEA IEDC INCUBATION CENTER	MEA IEDC INCUBATION CENTER	KERALA STARTUP MISSION	SMART CHAIR	Technical	23/03/2019



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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
		10000

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	CIVIL ENGINEERING	6	1.78

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

Department	Number of Publication
Information Technology	3
Mechanical Engineering	2
Electrical and Electronics Engineering	4
Civil Engineering	6
Computer Science and Engineering	3
Electronics and Communications Engineering	5

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Low Velocity Impact and Mechanical Behaviour of Shot Blasted SiC Wire-Mesh and Silane-Treated Al <sub>2</sub> O <sub>3</sub> /Hemp/Flax-Reinforced SiC	Dr G. Ramesh	Silicon Springer Publications	2019	4	MEA Engineering College	13

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2020	0	0	0
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	36	24	60
Presented papers	12	0	0	0
Resource persons	0	1	0	2
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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Palliative Care Programme	Palliative Care Clinic	1	35
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### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Flood Relief Works	District Level Award	District Collectorate	24
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### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swacch Bharat Programme	Railways, NGO	Toilet Pit Making and Railway Station	1	25

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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work / Industrial Training	TELCON	Teclon Innovative Solutions LLP	01/09/2019	31/12/2020	10
Industrial Training	KELTRON	KELTRON	08/05/2019	31/12/2020	5
Project Work / Industrial Training	Bell-MEAEC	Bell Technolabs	01/01/2019	31/12/2020	20
Project Work	Ethical Hacking	RedTeam Cyber Security Labs LLP	13/09/2019	29/02/2020	50
Industrial Training (In House Add on Course)	ASNT NDT Level II Training	UNITED NDT Training and Inspection Centre - Cochin	15/10/2019	31/03/2020	71
Industrial Training	Industrial PCB Designing	Osperb innovations	25/07/2019	25/08/2019	5
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Kerala State Electronics Development Corporation Limited (KELTRON)	08/05/2019	Industrial training partner	5

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
120	63.16

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Newly Added
Classrooms with LCD facilities	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Book Magic	Fully	5.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18929	7805659	221	80075	19150	7885734

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Afsal Hussain	Heat and Mass Transfer	YouTube	26/05/2019

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### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
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Existing	654	11	2	1	1	28	133	40	0
Added	0	0	0	0	0	0	0	42	0
Total	654	11	2	1	1	28	133	82	0

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

42 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Make Mechanical Simple	<a href="https://www.youtube.com/channel/UCwzJL2ECbW_k_mLOJ0drAw">https://www.youtube.com/channel/UCwzJL2ECbW_k_mLOJ0drAw</a>
KTU Web	<a href="https://www.youtube.com/channel/UCWk3YRolf-ypaFfRWLyH0cA">https://www.youtube.com/channel/UCWk3YRolf-ypaFfRWLyH0cA</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50	59.81	100	102.43

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

The institutional mechanisms for maintenance and upkeep of the infrastructure facilities and equipment of the college are as follows. CIVIL MAINTENANCE The Head of the department of Civil engineering heads the civil maintenance. A senior staff in the civil department assists the civil works in the campus. He is taking care of the water and sewage, building, carpentry and Gardening related maintenance activities. Respective skill workers carry out each maintenance work ELECTRICAL MAINTENANCE The electrical maintenance section is headed by the HOD/EEE. A permanent Electrician works under HOD/EEE for the maintenance of electrical related problems. TRANSPORTATION A transport committee, headed by a Convener, is formed to take care of the smooth operation of buses. The staff in-charge of the buses ensures the smooth functioning of the buses. The Transport committee meets once in Six months and the Principal and the staff in-charge of the buses attend the meeting. On special occasions, buses are utilized for industrial visits and social service activities. The members of the committee are: Transport Convener Transportation coordinator Staff in charge General Secretary, Students Association Student Representatives Duties : Allocating bus routes for the first year students during admission Supervising the daily bus operation and giving instructions to the bus supervisors Conducting meeting with all staff in-charges of buses once in three months. Inspecting the condition of the buses and reporting necessary actions Issueing tickets to the hostel students (at the time of travelling) through the bus supervisors Periodically checking the documents of buses (College Contract) Allotting buses for Industrial visits/Placement and Training activities/ Co-curricular activities Reporting to the superiors as and when required. Campus Networking Center Our college is fully equipped with round the clock internet

facility with a speed of 50 Mbps, in collaboration with BSNL networks. WiFi facility is available for the entire campus including the hostels. Optical Fiber Connectivity is available to every department from Campus Networking Center. Services provided by Campus Networking Center (CNC) Internet service distribution (Wired or Wireless connectivity for all inmates of our campus)

Maintenance of campus wide security surveillance system. Maintain the structured cabling of campus wide computer network and Optical Fiber campus backbone network. College Smart ID Card designing and Printing for all inmates of MEAEC. Development and maintenance of college website and web portal. Proper coordination of Academic Monitoring System (AMS). Maintenance of Digital Signage for digital notifications. Configuration and maintenance of SMS service for MEAEC. Provide Institutional E-mail Accounts for all inmates, in association with Google Apps for Education from Google. Proper Recording of AMC documents of UPS systems, Servers, Network devices and Computers Peripherals Organize Online Examinations for Companies during Training Placement Sessions and GATE, CAT and IBPS online assessments in association with TCSiON projects of TCS. Framing technical specification for Server/Desktop/Laptop, providing technical support, assistance and guidance for purchase of IT Products Maintenance of computers and peripherals.

<https://www.meaec.edu.in/policy/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	STREAM-19	440	13951300
Financial Support from Other Sources			
a) National	AICTE-TFW Scheme	72	3600000
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Placement Training	21/02/2019	46	Tquad, Ernakulam
Placement Training	27/02/2019	120	Channel Softtech Pvt. Ltd.
Placement Training	08/03/2019	250	Leads Academy
Remedial coaching	02/09/2019	45	MEA Engineering College
Remedial coaching	09/10/2019	92	MEA Engineering College
Remedial coaching	16/12/2019	9	MEA Engineering College

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career guidance and Placement Training / GATE Coaching	25	497	7	86
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
12	497	12	26	119	39
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Tech	Civil Engineering	AWH College of Engineering	M.Tech
2019	1	B.Tech	Civil Engineering	Amal Jyothi College of Engineering	M.Tech
2019	1	B.Tech	Civil Engineering	Malabar College of Engineering and Technology	M.Tech
2019	3	B.Tech	Mechanical Engineering	University of DUISBURG	MS
2019	1	B.Tech	Computer Science and	NSS College of	M.Tech

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	4
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	Institution	1326
Arts	Institution	1326
Football	University- Zonal	20
Cricket	University- Zonal	16
Badminton	University- Zonal	5
Table Tennis	University- Zonal	1
Chess	University- Zonal	6
Hand Ball	University- Zonal	16
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	National Karate Championship - Third Place	National	1	0	18MCS10	Eldhose P Babu
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

MEA Engineering college student union has got its own versatile social commitment unlike others. After the Parliamentary election is held various positions are allotted for students. The student's council is formed comprising of one student representative from each department .from the student's council one student is being elected as college union chairman, who is also a member in IQAC. The First event conducted by union was the Iftar meet inside the campus. Later on student union moved to conduct Onam celebration inside the campus. The students involve themselves in events such as their Independence day, teachers day, engineers day, republic day and various activities. The union played an active role in conducting Annual Sports Meet and Arts Fest (MECAF) effectively. International and national Teachers day is being organized for last 3 years by union. Community Mass wedding named as Mehar is being conducted for past 4 years by student union of MEA. The students union also represents various



sports committees, arts committees, cultural and magazine and academic calendar committees. The college union bearers also participate in the preparation of college academic calendar every year to plan college activities department wise. Our college union also actively engaging many social activities like pain and palliative care activities in association with local bodies and various clubs. And we have a unique group of students under college union for collecting money for helping their friends in case of hospital emergencies and accident cases. There is a Staff Advisor for the college union to guide the students in the smooth and effective functioning of the above said activities.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association of the college has come into being with much enthusiasm and vigor. It has been keeping a strong bond between the alumni and the alma mater. An exemplary relationship of the students, the alumni and the college functions as a motivating factor for the well being of all. The college has an astonishing strength of alumni working in different parts of the globe. The association has vivid and varied plans for the future. The association has its wings in overseas as well. The objectives are: o make a harmonious relationship with the alumni by the alma mater and vice versa. To utilize the skills and experiences of the alumni for the well being and guidance of the present student core of the institution. To join hands in increasing the fame and name of the institution. To sit and share the views and news, on the campus, in every possible time. To share the developmental ideas. Qatar Chapter: Qatar Alumni Association was started in 2009 unofficially and it is constituted and inaugurated on 31st May 2018. Now there are around 200 members in this chapter and executive committee consist of 15 members. The leaders of this association were interacting with college for supporting students of our institute and for being the part of various charity or socially relevant activities conducting by the college. Their yearly meet ups and general body meetings are taking place in the month of Ramzan. They arranges Ifthar meets, Onam Celebrations and various other programs were organizing under this chapter. UAE Chapter: The MEA Engineering College Alumni UAE (MECAU) gathered on 2013 in Dubai with handful of members and formed Alumni being Mr. Unais P K as the President. The concept of alumni association is to provide a forum to bringing together the old students of the College, so that they can contribute their expertise to help each other. KSA Chapter: MEA KSA Alumni chapter was founded in the year 2015 with a few members, which is now expanded with 100 members. The Saudi Arabian chapter has three sub chapters categorised based on the region as Central (Riyadh), Eastern (Dammam) Western Provinces (Jeddah).

5.4.2 – No. of enrolled Alumni:

346

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

173000

5.4.4 – Meetings/activities organized by Alumni Association :

7

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

All the departments within the institution are being provided with the following funds for a financial year for the following purposes. 1. Rs.50000 granted to the Head of the Department to meet the expense such as purchasing of Laboratory equipment, service charges, purchasing of consumables etc. 2. Rs.45000 granted to the Head of the Department to account for the expenses of Tech Fests, Workshops etc. The college is governed by the Muslim Educational Association [MEA] sponsored by the Samastha Kerala Jammiyyathul Ulama, a society instituted by top class intellectuals of Muslim community. The management committee is committed to provide excellent and value based education with flair for ethics and professionalism. A group of ten management committee members including charismatic leaders of the society stands as a prominent pillar of the institution. The governing council consists of the management committee, college council and academic council to take the responsibility of monitoring and implementing the strategic plans of the institution. The teaching, non-teaching staffs and students work as a team to realize the vision and mission of our institution. Principal is the head of all the administrative and academic activities of the institution. Director integrates and formulates the activities in the institution in accordance with the strategic plans and quality policy of the institute. The core committee consists of the Principal, the Director, the Administrative Manager and the Vice Principal, formulates quality policy and strategic plans. Each academic department possesses both academic and financial autonomy. Every HOD is a part of academic council which is responsible for the implementation of policies and strategies. The recruitment of the teaching and non-teaching staffs is in accordance with the requirements from each department. It is planned at the end of each academic year. The process of recruitment consists of advertisement in print Medias and visual Medias. Based on the applicant's academic excellence and experience they are short listed and called for the recruitment. A written exam followed by demo class and personal interview are conducted and the best candidates are chosen. Staff appraisal system is implemented in the institution for assessment of the teaching effectiveness, administrative capabilities and research abilities of the staff members. An active grievance redressal mechanism helps to create and sustain positive working environment in the institution.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Out of the total seats, the admissions for Govt seats - (50 of total seats) allotted by State and rest of 50 will be Management seats in which as a part of social commitment every year MEA Engineering College conducts Management scholarship examination to support deserving students those who seeking bright carrier in Engineering. Attractive fee waiver schemes will be provided for the students those who achieving good ranks in our Scholarship examination. Every year hundreds of students were appearing for this examination and MEA Management granting several scholarships for these talented

	students.
Curriculum Development	<p>The curriculum of the college is in line with APJAK University. The Head of the institution conducts meetings regularly with the Heads of Departments to develop various strategies for effective implementation of the curriculum. The Heads of Department prepares road map of total program courses with curriculum of core subjects, course outcomes and how the supportive subjects are enjoined at different stages as prerequisites. Feedback from students, faculty and other stakeholders regarding curriculum is collected and action taken to rectify shortcomings. Workshops, FDPs and guest lecturers are organized to encourage industry- academia interface among students and faculty members.</p>
Teaching and Learning	<p>Each Department has set of Vision and Mission. Course In-charge plans delivers the course contents, takes care of Mapping COs with POs, setting benchmark/targets for student performance, preparation of teaching plan, identifying delivery modes, developing the teaching materials and aids, ascertaining the content beyond syllabus relevant to the course scheduling and executing remedial classes for weak students. Every course-in-charge prepares the course-file as directed by IQAC. College implements Outcome Based Education in which Teaching Learning is made student centric.</p>
Examination and Evaluation	<p>The teaching plan will contain a detailed plan of the lecture classes to be taken, tutorial hours, and assignments to be given to the students, unit tests to be conducted etc, so that it is in line with the academic calendar. All test schedules are prepared and communicated in advance to the students through the academic calendar and invigilators are posted for the smooth conduct of examinations. The results of series examinations and class tests, are analyzed, are discussed with students and parents. The final internal marks are uploaded to the university portal, in line with the academic calendar.</p>
Research and Development	<p>Awards/incentives provided for good publication by Faculty members. 12 PhD</p>

	<p>leave was sanctioned for Faculty undergoing research activities. More API score given for reputed publications done by faculty members. Leaves / Financial support provided for faculty members in order to attend / present paper in reputed Workshops / FDPs.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Each department has an exclusive library apart from the Central Library and Digital Library. Almost all classrooms are ICT equipped with LCD projectors, Internet connectivity. All Laboratories, Common amenities etc are fully equipped to cater the need of the students</p>
Human Resource Management	<p>The human resource activities in MEA Engineering College fall under the following functions: staffing, development, safety and health, and employee and labor relations. The requirement is collected from HoDs on yearly/semester basis and vacancies are filled as and when required depending upon the workload of the Department. Programmes for development of faculty in both knowledge / infrastructure are funded through the recommendation from HR wing. The The faculty members are insured yearly and the HR wing supports the Staff club for the betterment of labor relations.</p>
Industry Interaction / Collaboration	<p>The institution has tie-ups with for the following Industry to cater the Industry-Academia interactions for the development of student and faculty community. 1. KELTRON 2. Teclon Innovative Solutions LLP 3. Bell Technolabs 4. RedTeam Cyber Security Labs LLP 5. Osperb innovations 6. UNITED NDT Training and Inspection Centre - Cochin</p>

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

E-governance area	Details
Finance and Accounts	<p>Purchased Tally software for maintaining the accounts of the Institution which is audited internally and Externally by a Chartered Accountant</p>
Planning and Development	<p>Institutional Website is used for publicising the academic / curricular / co-curricular activities. Online meetings were conducted as and when required with peers of the Institution. An ERP (<a href="https://linways.meaec.edu.in">https://linways.meaec.edu.in</a>)</p>

	is hierarchically maintained within the Institutional level to coordinate all Department documentations.
Administration	Institution is having a CUG Mobile for authoritative level employees. Also, all faculty and student members are given with an Institutional e-mail ID. The official communication is practiced only through the Institutional email.
Student Admission and Support	The students appearing for Management level admission have to register through website for attending Institute-level exam for STREAM Scholarship. The students once enrolled in the Institution is enrolled to the ERP ( <a href="https://linways.meaec.edu.in">https://linways.meaec.edu.in</a> ) where all academic details of them are enrolled. The information of them could be viewed by their respective parents online through that portal.
Examination	The Institution uses an ERP, <a href="https://meaec.linways.com">https://meaec.linways.com</a> to maintain examination details of students. The Series tests / Class test questions were prepared through the ERP by mapping with the COs with POs and PSOs. The marks are entered in the ERP against each student and the attainments are calculated.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Sreelekha	National Cyber Defence Conference	Conference	3375
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	First Aid Literate	First Aid Literate	28/03/2019	28/03/2019	8	4

	Training Programme	Training Programme				
2019	Workshop on Bloom's Teaching Strategies	Nil	18/12/2019	18/12/2019	53	0
2019	Hands-on Training programme on Scientific Paper Writing - Part 1	Nil	08/11/2019	08/11/2020	36	0
2019	Hands-on Training programme on Scientific Paper Writing - Part 2	Nil	12/12/2019	12/12/2019	49	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Industrial Training in IoT	1	08/07/2019	20/07/2019	13
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
133	133	35	35

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PhD leave, Maternal leave, Incentives for Recognition (State/National/International), Awards for Excellent Results	EPF	Student Scholarships (STREAM), Best Student Awards (Yearly)

## 6.4 – Financial Management and Resource Mobilization

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

**INTERNAL AUDIT** Internal audit is performed by a member deputed from Management Association monthly, and the reports are submitted to five members committee deputed from Samastha Kerala Islam Matha Vidhayabyasa Board, the parent body of the college. **EXTERNAL AUDIT** External Audit is done by the Statutory Auditors

after 31st March of the subsequent year. External Audit which is normally done after the closure of the accounts in all respects by a Chartered Accountant. During the course of external Audit, all required steps are taken to regularize the accounts and to obtain confirmation for the credit balance, to collect documentary evidence wherever inadequate in respect of payments, compliances of T.D.S and statutory formalities and Reconciliation of unit wise Balances with the control Accounts and Bank Reconciliation. The copy of the external audit report covering all matters related to maintenance of accounts is preserved. Subsequently, external statutory audit is conducted by the auditors and the final audit report with audit findings are submitted to the management. The consolidation of the findings of the institution with trust central office has been completed and the annual returns have been submitted to income tax authorities, Registrar of Societies, Kerala and to the other relevant authorities concerned.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
European Commission - MIELES Project	1975724	In order to support e-Learning strategies of the Institution
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6.4.3 – Total corpus fund generated

79093148
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO	Yes	University
Administrative	No	Nil	Yes	Nil

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

<p>1. First Year Meetings (2019 Batch) : Arranged a function to welcome the first year students and their parents on the day of commencement of the first year classes. A well arranged meeting was conducted on 22.07.2019</p> <p>2. MeGraD'19: Graduation Day program was organised on 30.09.2019 to honor meritorious students of our college. Parents were invited and Awards were distributed to 127 students. Hon'ble Vice-Chancellor Dr Rajasree M.S. was the chief guest of the function</p> <p>3. Class - Wise PTA/Advisory Meetings: In order to ensure better participation of parents, students, and teachers, PTA suggested the idea of convening class wise PTA meetings.</p> <p>4. NBA Visit - PTA extended their full support during NBA visit of CSE ME Departments scheduled on 31.01.2020</p>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• The college provides PF for Non-teaching staffs( Lab instructors, Office staffs, Drivers, Securities, Sweepers etc.) who have salary less than 15,000.</li> <li>• The college provides Day Care and Play School facility for children (upto 4 years) of staff members</li> <li>• Staff members who have completed 1 year of service are eligible to avail HPL.</li> <li>• Staff members who have completed 3 years of service are eligible to commute the HPL.</li> <li>• The salary of staff members will be released by the 5th day of every month.</li> <li>• Faculty development program and</li> </ul>
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workshops for staff. • Helping fund for staff under Staff-club

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

NBA visit preparation Computer Science Engineering Department NBA visit preparation Mechanical Engineering Department Preparation for NBA Pre-qualifier - Civil Engineering Department Internal Academic Audit STREAM'19 - Student Scholarships MeGraD19 - Graduation day ISO Certification Orientation programme (First year Students) Introduction / Continuation of API for faculty members

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Internal Academic Audit	05/05/2019	14/10/2019	15/10/2019	133

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nil	Nil	0	0

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

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

**RENEWABLE POWER:** 40 KW Solar Panel has been installed in the campus. 80 KW Solar panel installation is still on the process. **PLASTIC FREE CAMPUS:** Our college encourages students and staff not to use plastic bags. The security guard makes sure that no one enters the college campus with polythene bags. Even for stage programmes, students make use of recycled paper and newspaper collages instead of printed flex boards for stage decoration and setting. This reduced the plastic usage. The NSS unit in the college carries out regular cleaning drives to make the campus more environments friendly. **PAPERLESS OFFICE:** Online software called Linways AMS is used for attendance marking and student profile maintenance. All official communication is done through email. These efforts considerably reduce the paper consumption in the college. Important announcements are also displayed on the college display screen at the college main block, further reducing paper usage. **GREEN LANDSCAPING WITH TREES AND PLANTS:** The campus is beautifully landscaped with lush green grass and trees. The central roundabout houses a green park with grass, trees and plants. The side verandahs of Mechanical and Computer Science Engineering blocks are paved with grass and trees are planted at intermittent positions. Tree plantation drives are frequently organized by various clubs and units



functioning in the college.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

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

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	04/01/2019	1	Awareness Survey on Sun Burns	Sun Burn Issues	8
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Antiragging Campaign	24/09/2019	24/09/2019	300
<a href="#">View File</a>			

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

**RENEWABLE POWER:** 40 KW Solar Panel has been installed in the campus. 80 KW Solar panel installation is still on the process. **PLASTIC FREE CAMPUS:** Our college encourages students and staff not to use plastic bags. The security guard makes sure that no one enters the college campus with polythene bags. Even for stage programmes, students make use of recycled paper and newspaper collages instead of printed flex boards for stage decoration and setting. This reduced the plastic usage. The NSS unit in the college carries out regular cleaning drives to make the campus more environments friendly. **PAPERLESS OFFICE:** Online software called Linways AMS is used for attendance marking and student profile maintenance. All official communication is done through email. These efforts considerably reduce the paper consumption in the college. Important announcements are also displayed on the college display screen at the college main block, further reducing paper usage. **GREEN LANDSCAPING WITH TREES AND PLANTS:** The campus is beautifully landscaped with lush green grass and trees. The central roundabout houses a green park with grass, trees and plants. The side verandahs of Mechanical and Computer Science Engineering blocks are paved with grass and trees are planted at intermittent positions. Tree plantation drives are frequently organized by various clubs and units functioning in the college. **PEDESTRIAN FRIENDLY ROADS:** The College has road connectivity to all departments and other blocks in the compound. The roads are designed in such a way that pedestrians can move about easily and there is

ample space for vehicles to move past without disturbing pedestrian movement. Sign boards are placed at all major locations to inform first time visitors and for easy navigation through the campus.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. 1 Title of the Practice: Ph.D Duty Leave 1.2 Goal / Objectives of the Practice: The faculty members in MEA Engineering College are encouraged to pursue Ph.D Program through the college in view of improving the quality education in the institution. This is enabled in such a way that the faculties can pursue Ph.D through along with continuing their employment in the institution. 1.3 The Context The Management committee sanctioned 12 days of duty leave per year to those faculty members who register for Ph.D program through the college. Only 3 days of leave at a time will be allowed. The Duty leave application for the purpose of pursuing Ph.D should be supported with the requisite certificate from respective Guides. 1.4 The Practice Ph.D is a key factor reflecting the quality of one's academic achievement. Also, the experience encountered by a doctoral degree holder in the academic research is so valuable that it can be properly utilized by the institution in molding students and the fellow faculties to deliver innovative projects and ideas. While a post-graduate degree in engineering is sufficient for being appointed assistant professor, nowadays, it's becoming mandatory to have a Ph.D to directly get promoted to the senior posts. 1.5 Evidence of Success The faculties of the institution have positively responded to this initiative of the institution. The faculties from the departments of the institution have registered for Ph.D degree, which shows the voluntary thriving to quality improvement. 1.6 Problems Encountered and Resources Required The faculties are continuing their employment in the institution along with pursuing of Ph.D degree, which requires sincere effort and hard work. They have to look after the academic loads of the running semester in parallel to the Ph.D works. Faculties are motivated to engage the subjects of their research area so that it will contribute to their thesis work. 2.1 Title of the Practice: MEA Student Awards 2.2 Goal / Objectives of the Practice: The objective of this practice is to motivate the students to continuously thrive for academic excellence as well as extracurricular activities. Through this practice, we aim to honor our students who have made significant achievements in education and to acknowledge other academic / no academic awards they have received. 2.3 The Context One of the most pressing needs in the educational field today is appreciating and acknowledging the meritorious students. Such recognitions will boost the students to attain their educational goals, meet their professional objectives and succeed to their fullest ability. The Muslim Education Association Management has been giving the following awards in an academic year. 1. Best Out Going Student (Boy) (Institution) 2. Best Out Going Student (Girl) (Institution) 3. Best Out Going Student (Department) 2.4 The Practice The deserving and meritorious students are identified and rewarded by an exclusive body as per the following criterion. The reward consists of cash prize, memento and certificate. 2.5 Evidence of Success The students have been positively responding to this initiative by their sincere efforts in thriving for academic achievements.

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

<https://www.meaec.edu.in/best-practices/>

## 7.3 – Institutional Distinctiveness

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

STREAM'19 As a part of social commitment every year MEA Engineering College conducts Management scholarship examination to support deserving students those who seeking bright carrier in Engineering. Attractive fee waiver schemes will be provided for the students those who achieving good ranks in our Scholarship examination. Every year hundreds of students were appearing for this examination and MEA Management granting several scholarships for these talented students. A Scholarship exam, named as 'STREAM' - (Shihab Thangal memorial Reward for Engineering Aspirants in MEA), was started in the year 2015, in loving memory of (Late) Jb. MUHAMMADALI SHIHAB THANGAL, who was the founder chairman of MEA Engineering College. Scholarship examination is strictly based on plus two syllabus comprising of questions from Physics, Chemistry, and Mathematics. The examination follows MCQ format and evaluates logical and basic scientific knowledge of candidates. The results are uploaded in the College website and fee waiver is provided to the deserving candidates. In the year 2015-16 three candidates were selected for the scholarship. In the year 2016-17 the scholarship was provided to 28 candidates. During the year 2017-18, 66 candidates had earned the STREAM scholarship. In 2019-20, 74 deserving aspirants were given away with the scholarship. The academic performance of the students who earned scholarship will be frequently monitored the scholarship scheme will be withheld for those students who fail to perform well in their academics. This will ensure good academic performance from the part of students Apart from the above test, the following conditions were also considered for the scholarship: 1. 100 percent Tuition Fee will be waived as scholarship to students who have secured more than 95 percent marks in Physics, Chemistry and Maths in Plus2 examination or obtained a rank of less than 5000 in the KEAM exam. 2. Those who get 90 to 95 percent marks in Physics, Chemistry and Maths in Plus2 examination or rank 5001 to 10000 in KEAM exam will get 50 percent scholarship of tuition fee. 3. Those who get 80 to 90 percent marks in Physics, Chemistry and Maths in Plus2 examination will get 25 percent of the tuition fee as scholarship. 4. Those who get 90 to 100 percent marks in Physics, Chemistry and Maths in Plus2 examination will get 100 percent of the tuition fee for ECE, EEE and IT branches and 50 percent of the tuition fee for those who get 80 to 90 percent marks. 5. MEA Scholarships for Engineering Studies for Arts and Sports Talents. Applicants should have excellence at district level, state level or national level.

Provide the weblink of the institution

<https://www.meaec.edu.in>

## 8.Future Plans of Actions for Next Academic Year

NBA Preparations (Department of Computer Science and Engineering Department of Mechanical Engineering) The approval of revised SAR submission and planning of schedule of NBA expert team visit by January, 2020 was charted and implemented successfully. The IQAC ensured the participation all staff / Teaching / Non-teaching faculty members in this regard. NBA Pre-qualifier -Department of Civil Engineering The preparation for criteria-level documents required for NBA expert team visit by 2021 was charted. The SAR documentation in this regard is planned to submit by mid of 2020. The IQAC ensured the participation all staff / Teaching / Non-teaching faculty members in this regard. Internal Academic Audit a. Criteria Audit- KTU: The criteria for conducting IQAC audit as per APJAKTU manual were followed. b. The internal audit of all Departments are conducted by the IQAC. The shortcomings observed in all Departments were rectified/complied for External audits. The Department-QAC (DQAC) have been instructed to rectify non-conformities and submit the report to the IQAC Director. STREAM'19 As a part of social commitment every year MEA Engineering College conducts Management scholarship examination to support deserving students those who seeking bright carrier in Engineering. Attractive fee waiver schemes will be provided for the

students those who achieving good ranks in our Scholarship examination. Every year hundreds of students were appearing for this examination and MEA Management granting several scholarships for these talented students. Introduction / Continuation of API for faculty members: The modified Appraisal forms approved by the Management was implemented on or before 15.05.2019. The activities of faculty members in the area of teaching-learning, Progression and Research were clearly classified in the new API format. MeGRAD'19 Appreciation to faculty members who have secured good API grades and appreciation to students who had secured higher CGPA (Best two students / Dept.) during graduation ceremony, MeGraD (MEA Graduation Day). MEHAR'19 As a part of developing social commitment in students, the Institution with the aid from all its peers, conducted MEHAR (Community marriage for poor). Finalisation of Project - MIELES funded by European Commission This Project focuses in building a concrete and innovative way of addressing the most pressing needs in the development of the Indian Higher Education sector at present, namely expanding access to higher education, and more specifically, exploiting the potential of the Indian Governments' (and private sectors') investments in digital infrastructure, internet access, and online courses. The project departs from the premise that all Indian higher education institutions need support to upscale their e-learning strategies and programs. The video centre funded by the European Commission has to be commission by mid 2020.