ANNEXURE 10

Mandatory Disclosures

1. **Name of the Institution**	Mahendra Institute of Technology, Salem-tiruchengode highway, Mahendhirapuri, Mallasamudram, Namakkal -637503, india. Telephone: 04288-288527, Email :info@mahendratech.org Mobile No.: 9443457824
2. **Name and address of the Trust**	Mahendra Educational Trust, Salem-Tiruchengode highway, Kalipatti, Namakkal -637501, india. Telephone: 04288 - 238175, Email :info@mahendrainstitutions.com Mobile No.: 9442211521
3. **Name and Address of the Principal**	Dr.T.Elango, Principal, Mahendra Institute of Technology, Salem-Tiruchengode highway, Mahendhirapuri, Mallasamudram, Namakkal -637503, india. Telephone: 04288-288527, Email: principal@mahendratech.org Mobile No.: 9443457824
4. **Name of the affiliating University**	Anna University

5. **Governance**

- Members of the Board and their brief background

MEMBERS OF GOVERNING BODY	POSITION
Shri. M. G. Bharath Kumar Chairman Mahendra Educational Trust	Chairman
Smt. B. Valliyammal Secretary Mahendra Educational Trust	Member

Er. Ba. Mahendhiran Managing Director Mahendra Educational Trust	Member
Er. B. Maha Ajay Prasath Managing Director Mahendra Educational Institutions	Member
Dr. R. Samson Ravindran Executive Director Mahendra Educational Institutions	Member
Mrs. Hema Gopal Global Head, IBM-COE, Tata Consultancy Services	Industry Expert
To be Nominated by UGC	UGC Nominee
To be Nominated by State Government	State Government Nominee
Dr. P. Hariharan Professor, Department of Manufacturing Engineering, CEG Campus, Anna University, Chennai -25	University Nominee
Dr. J. Rajavel Dean - Academics Mahendra Institute of Technology	Senior Faculty
Dr. T. Elango Principal	Member Secretary

6. Members of Academic Advisory Body

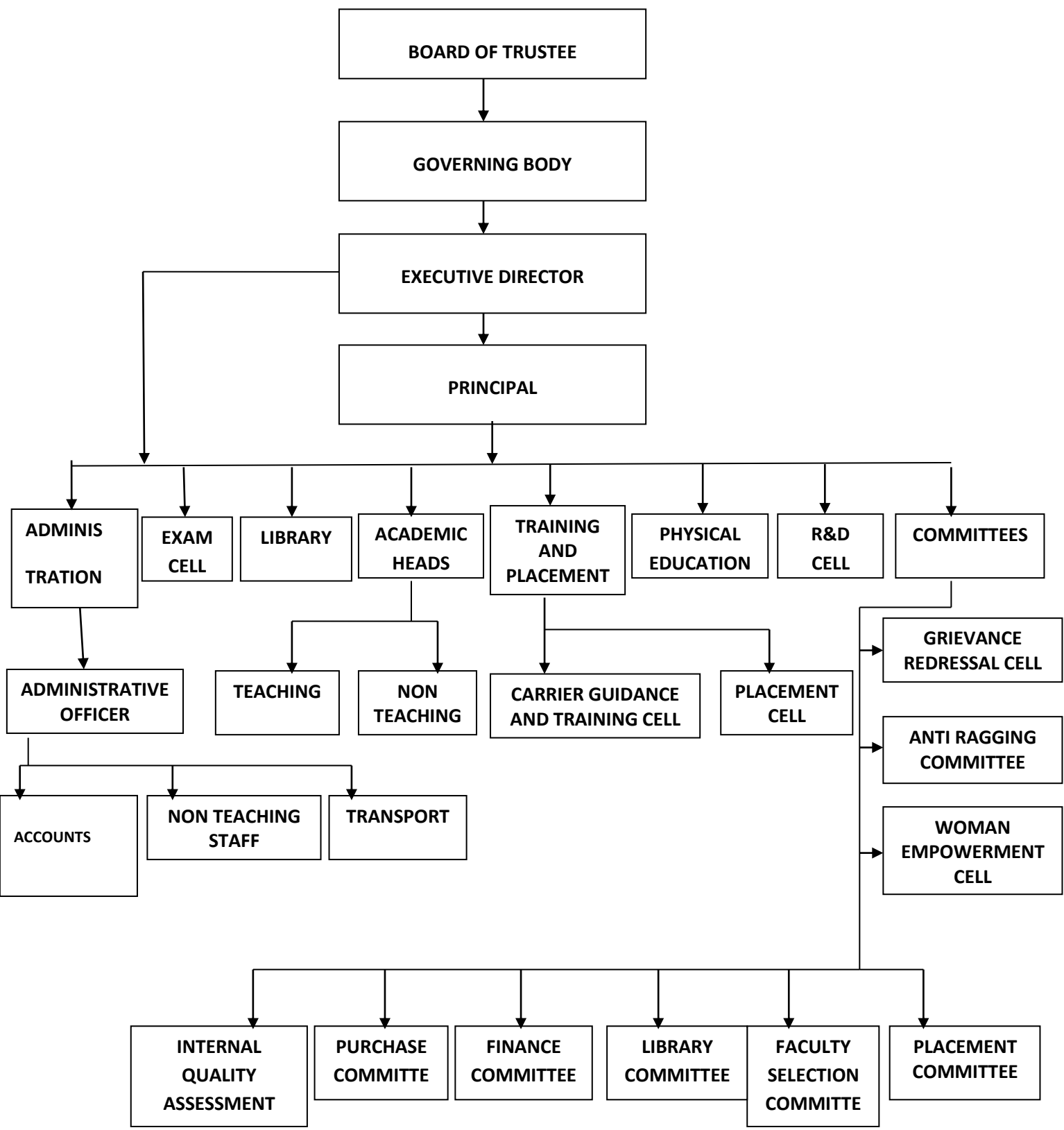| NAME AND DESIGNATION	POSITION
Dr. T. Elango Principal	Chairman
Dr. P. Kanagasabapathy, Professor Emeritus Department of Instrumentation Engineering MIT Campus, Anna University, Chennai – 600 044	University Nominee
Prof. P. Gautam, Professor, Retired Department of Biotechnology, ACT Campus, Anna University,	University Nominee

Chennai – 600 025	
Prof. Iniyan, Professor, Institute of energy Studies, CEG Campus, Anna University, Chennai – 600 025	University Nominee
Dr. Thangaraj, Former Vice Chancellor Periyar University, Salwm	Academic Expert
Dr. R. ThundilKaruppa Raj Professor and Head, School of Mechanical Sciences, Vellore Institute of Technology - Vellore	Academic Expert
Dr. R. Samson Ravindran Executive Director	Academic Expert
Mr.ChandrasekharChenniappan, Senior Director, Human Resource, Virtusa, Bangalore.	Industry Expert
Dr. KulasekharanNarasingamurthi, Metier Technical Leader, CFD Simulation Metier - GEEDS, Valeo India Private Limited, Chennai	Industry Expert
Dr. J. Rajavel Dean - Academics	Member
Dr. P. R. Kannan, Controller of Examinations	Member
Dr. K. Rajkumar Professor and Head, Mechanical Engineering	Member
Dr. S. Prabu Associate Professor and Head/ECE	Member
Dr. M. Prabhu Associate Professor and Head /BME	Member
Dr. P. Jamuna Rani, Associate Professor and Head / Chemistry	Member
Dr. R. Kathirvel, Professor & Head /EEE	Member
Dr. J. Stanly Jayaprakash Professor & Head /CSE	Member
Dr. T. Ganesan, Associate Professor& Head/Automobile	Member
Dr. L. Selvarajan Asso.Professor/Mechanical and IQAC Coordinator	Member
Prof. S.P. Rajkumar Dean – Innovative Studies	Member Secretary

- **Frequently of the Board Meeting and Academic Advisory Body**

  Once in a year

- **Organizational chart and processes**

Organizational Structure

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                          ┌──────────────────────┐
                          │   BOARD OF TRUSTEE   │
                          └──────────┬───────────┘
                                     │
                          ┌──────────▼───────────┐
                          │   GOVERNING BODY     │
                          └──────────┬───────────┘
                                     │
                          ┌──────────▼───────────┐
                          │  EXECUTIVE DIRECTOR  │
                          └──────────┬───────────┘
                                     │
                          ┌──────────▼───────────┐
                          │      PRINCIPAL       │
                          └──────────┬───────────┘
```

| ADMINISTRATION | EXAM CELL | LIBRARY | ACADEMIC HEADS | TRAINING AND PLACEMENT | PHYSICAL EDUCATION | R&D CELL | COMMITTEES |

ADMINISTRATION → ADMINISTRATIVE OFFICER → ACCOUNTS, NON TEACHING STAFF, TRANSPORT

ACADEMIC HEADS → TEACHING, NON TEACHING

TRAINING AND PLACEMENT → CARRIER GUIDANCE AND TRAINING CELL, PLACEMENT CELL

COMMITTEES → GRIEVANCE REDRESSAL CELL, ANTI RAGGING COMMITTEE, WOMAN EMPOWERMENT CELL, INTERNAL QUALITY ASSESSMENT, PURCHASE COMMITTE, FINANCE COMMITTEE, LIBRARY COMMITTEE, FACULTY SELECTION COMMITTE, PLACEMENT COMMITTEE

- **Nature and Extent of involvement of Faculty and students in academic affairs/improvements**

  An Academic council committee is constituted and the academic activities are well planned, monitored and the feedback is obtained from students. The academic activities for each semester is planned well in advance and an academic calendar and activity planner is prepared and shared among the students and the faculty members. The class student suggestions are obtained by the regular conduct of class committee meetings, mentor counseling, and feedback process.

- **Mechanism/ Norms and Procedure for democratic/ good Governance**

  Functions of the Governing Body:

Subject to the existing provisions in the bye-laws of the Institution and rules laid down by the State Government / Parent University, the governing body undertakes the following activities:

1. Prescribe guidelines for student's admission in line with the reservation policy of the state government/national policy.
2. Introduction of new programs.
3. Increase / decrease in intake of the existing programs.
4. Discussion on students' academic performance and improvement.
5. Strategy for the Students' placements.
6. Use of modern tools of educational technology to achieve higher standards and greater creativity and promote healthy practices such as community service, extension activities and to implement projects for the benefit of the society at large.
7. Institution has complete administrative autonomy and has the freedom of appointing the administrative staff and teaching faculty.
8. Empowering the students with awards, stipends, scholarships, medals, prizes and so on.
9. Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development, so as to fulfill the vision and mission.

- **Student Feedback on Institutional Governance/ Faculty performance**

The college has framed and collecting Feedback from for students for two different purposes.
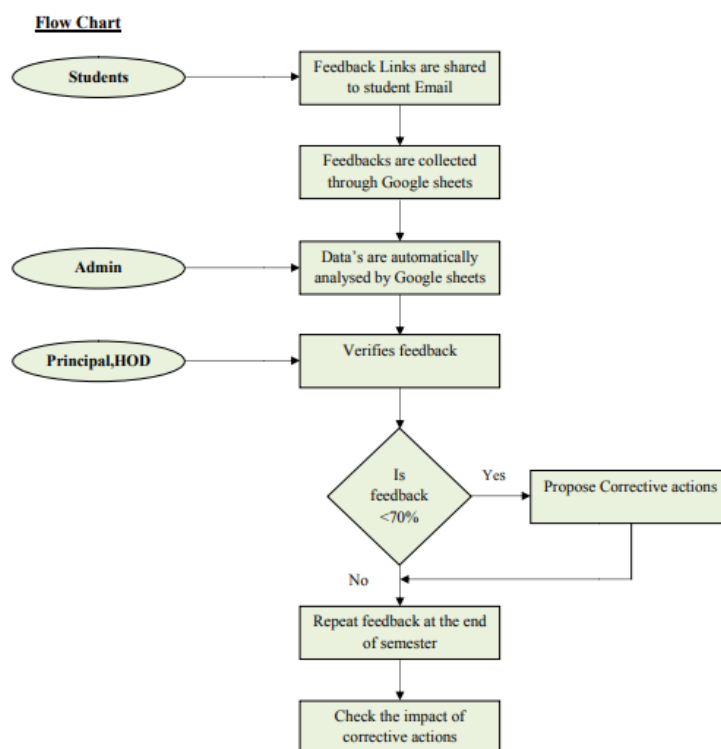Feedback for the Design and Review of Syllabus:

Feedback is collected from the students on the Curricula and Syllabi of all the Programs, analyzed and report sent to the University after the Approval of the Governing Council, for further action.
Feedback for the Performance of the Faculty Members:

The feedback form is filled up by each student without revealing their identity on the Performance of the faculty once in the mid semester. The feedback is on a Four Point Scale – Excellent, Good,

satisfactory and Not Satisfactory. The feedback is analyzed by a team consisting of Class Advisors, HoDs and suitable remedial measures are recommended and submitted to the Principal.

Flow Chart

- **Grievance Redressal mechanism for Faculty, staff and students**

  GRIEVANCE REDRESSAL COMMITTEE

  The objective of the Grievance Redressal Committee is to develop an approachable and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

  CHAIRPERSON

  Dr. T. Elango, Principal

  SECRETARY

  Dr.J.Rajavel, Dean of Academics

  GRIEVANCE REDRESSAL COMMITTEE MEMBERS

S.NO	Name	Department
1	Dr. K.Rajkumar	Mechanical Engineering
2	Dr. J. Stanly Jaya Prakash	Computer Science & Engineering
3	Dr. T. Ganesan	Automobile Engineering
4	Dr.R. Kathirvel	Electrical & Electronics Engineering

5	Dr. S. Prabu	Electronics & Communication Engineering
6	Dr. M. Prabhu	Biomedical Engineering
7	Prof. E. Balaji	Civil Engineering
8	Dr. P. Venkatesan	Electrical & Electronics Engineering
9	Dr. L. Selvarajan	Mechanical Engineering

- **Establishment of Anti Ragging Committee**

- Anti-ragging Cell consists of senior faculty members.

- Takes adequate measures for prevention of ragging.

- Duties are allotted to the faculty members inside the premises that include hostels, canteen, parking places, different blocks, play grounds, buses etc.

- Explains the students about the severity of punishments and the consequences likely to be imposed as per the government order.

- The Anti-Ragging Cell in-charge shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging

COMMITTEE MEMBERS

S.No	Name	Designation	Contacts
1	Dr.T.Elango	Principal	9443457824
2	Dr.J.Rajavel	Dean	9442497190
3	Prof.A.V.Senthilkumar	Co-ordinator	9489900472
4	Dr. K. Rajkumar	HOD/Mechanical	9994520097
5	Dr. J. Stanly Jayaprakash	HOD/CSE	9787727472
6	Dr.R.Kathirvel	HOD/EEE	9791938603
7	Dr. S. Prabu	HOD/ECE	9994050731
8	Dr. M. Prabhu	HOD/BME	9787206481
9	Prof. A.N. Karthikeyan	HOD/IT	9994409940
10	Dr.T. Ganesan	HOD/Automobile	9994266868
11	Prof. E. Balaji	HOD/Civil	9952602324
12	Prof. T. Somasundaram	Associate Professor/EEE	9443549062
13	Dr.U.Nilabar Nisha	Assistant Professor/CSE	9976230315

| 14 | Mr.S. Karthik | System Programmer/CSE | 9944448488 |
| 15 | Mr.A.Palanivel | Deputy Warden | 8270626540 |

- **Establishment of Online Grievance Redressal Mechanism**

- **Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University**

- **Establishment of Internal Complaint Committee (ICC)**

- **Establishment of Committee for SC/ST**

SC/ST CELL MEMBERS

S.No	Name of The Faculty	Position(Chairman / Member)	Category
1	Dr.P.Jamunarani HOD/Chemistry	Chair person	Senior member
2	Dr.U.Nilabur Nisha AP/CSE	Member	Faculty representative
3	Mrs.C.Yasodha AP/EEE	Member	Faculty representative
4	Mrs.M.Bhuvaneshwari AP/Maths	Member	Faculty representative
5	Prof.Jessey Mathew HOD/English	Member	Faculty representative
6	Mrs.S.Karthick AP/ECE	Member	Faculty representative
7	Ms.D.Abitha III Year-BME	Member	Student representative
8	Ms.P.Durga III Year-BME	Member	Student representative
9	Mr.R.Karthick III Year-BME	Member	Student representative
10	Mr,K.Harishkeerthi III Year-BME	Member	Student representative

- **Internal Quality Assurance Cell**

  Quality is ensured in all the activities of the Institution through the following cells:

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

  - IQAC will facilitate / contribute:

  - Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement

  - Ensure internalization of the quality culture.

  - Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices.

  - Provide a sound basis for decision-making to improve institutional functioning.

  - Build an organized methodology of documentation and internal communication.

  IQAC MEMBERS

S.No.	Name & Designation	Category
1	**Dr. T. Elango** Principal	Chairperson
2	**Dr. C. T. Sivakumar** Executive Officer	Management Representative
3	**Dr. G. Palanichetty** Academic Co-Ordinator	Academic Expert
4	**Dr. M. Prabhu** HoD - Biomedical	IQAC Coordinator
5	**Dr. P. Dhanapal** HoD - Mechanical	Member
6	**Dr. J. Stanly Jaya Prakash** HoD - CSE	Member
7	**Prof. T. Somasundaram** HoD - EEE	Member
8	**Dr. S. Prabu** HoD - ECE	Member
9	**Prof. T. Ganesan** Associate Professor-Automobile	Member
10	**Prof. E. Balaji** HoD-Civil	Member

11	**Mr. B. Ramesh** Finance Officer	Administrative Staff
12	**Mr. S. Senthilnathan** Administrative Officer	Administrative Staff
13	**Dr. A. Narendra Kumar** Manager, Hexavarsity	Member from Industry
14	**Mr.P.Thirunavukarasu** Senior Manager WIPRO Technologies	Member from Industry
15	**Mr. R. Sachidhanantham** TCS, Chennai	Member from Alumni
16	**Mr. R. Kishore kumar** Final year ECE	Member from Student

Examples for the contribution of IQAC in ensuring the Quality:

- IQAC is focusing very much on the quality of projects that students carry out during their final year. IQAC suggests that the students can plan their projects in the pre-final year. A mini project exhibition is conducted by the Departments of CSE, IT, ECE, EEE, Biomedical, Mechanical, Automobile and Civil in the sixth semester. For the mini project, the students can combine in a group of four and they have to deliver two presentations and marks are awarded by the project guides for the presentations. It has been made compulsory for all the students to undertake a mini project, even though it is not a part of the syllabus of the affiliating University.

- The third presentation is made by the students with the physical Model or prototype in front of the judges and prizes are distributed for the winners during the mini project exhibition. Prizes include merit certificates and cash awards and participation certificate for all participants.

- This is an initiative taken by the IQAC for doing a quality project in the final year. Apart from this mini project exhibition, there is a project exhibition in the eighth semester in which the students of all departments exhibit their projects.

- Experts are invited from Industry and Academic institutions to judge the projects exhibited by the students. Three prizes are awarded for each department and this creates a healthy competition among the students for carrying out socially relevant and innovative projects.

6. **Programmes**

- Name of Programmes approved by AICTE

S. No.	Course	Intake
1.	B.E. Automobile Engineering	60
2.	B.E. Biomedical Engineering	60
3.	B.E. Civil Engineering	60
4.	B.E. Computer Science and Engineering	120
5.	B.E. Electrical and Electronics Engineering	120
6.	B.E. Electronics and Communication Engineering	120
7.	B.Tech. Information Technology	60
8.	B.E. Mechanical Engineering	120
9.	M.E. Computer Science and Engineering	18
10.	M.E. Energy Engineering	24
11.	M.E. VLSI Design	24

- **Name of Programmes Accredited by NBA**

  NIL

7. **Faculty**

  Course/Branch wise list Faculty members:

Dept :AUTO	
Faculty id	**Faculty name**
1-3267796648	PONNUSAMY MUTHUSAMY
1-3287264865	SEKAR SANTHOSH
1-3291378759	KRISHNAN VENKATESH
1-3293210508	THIRUMALAI GANESAN
1-3293453692	NARASIMHA NARASIMHARAJAN
1-3545932403	VENKADACHALAM SASIKUMAR
1-4152932846	PERIYASAMY MOHANKUMAR
1-4156031764	RANGANATHAN JEEVANANTHAM
1-4157984309	MANI PRASAD
1-7460077621	THASANAICKKANPALAYAM ARUNBALAJI
1-10955399761	SARAVANAN C

Dept :BIO	
Faculty id	**Faculty name**
1-3268758670	PRABHU
1-4147923094	RATHINAVELSANTHOSHI
1-7460833373	MOHANHEMAKUMAR
1-7461175469	RAMALINGAMSUNDARESAN
1-7461175493	SELVENDRAN
1-7461175499	MUTHUSAMYSARANYA
1-7461175842	RAJUJENIFER
1-7500700788	JAYARAMANELAVARASAN
1-9319318208	DHANDAPANIVIJAYAKUMAR
1-9458780588	PRADEEPK
1-9458780885	NANDHINIS
1-9459069848	ILAYA RAJAR

Dept :CIVIL	
Faculty id	**Faculty name**
1-2501689309	PREMA
1-3310462636	KUPPUSAMYSARAVANAN
1-3547136043	PALANIAPPANMEERA
1-3547180911	ELUMALAIBALAJI
1-3571941793	PRABAKARANDEVARAJAN
1-7438605497	KARUNAKARANPRAVEENKUMAR
1-7516261512	SUBRAMANIANRAJESH
1-7516261518	MURUGESANGAYATHRI
1-7516492294	SELLIAHHARI BAASKAR
1-9459280441	GNANA PRIYANKAR
1-9550835998	GNAPRIYANKAR
1-10937604391	ARUNC
1-10937604398	NITHYANANDANK
1-10937604420	PRAKASHS
1-10937604432	SETHUPATHIA S
1-10937604444	SRI RAMALAKHMI MOUNIKAN
1-10937604456	GIRIJAS
1-10937604468	KARTHIKEYANV K
1-11101465811	K SUDHAKAR
1-11106327731	BUVANESANG

Dept :CSE	
Faculty id	**Faculty name**
1-3270631218	UMARKATHANILABAR NISHA
1-3358592008	CHINNIAMPALAYAMSRIABIRAMI
1-3359067590	KULANDAIVELUGOBIKANNAN
1-3359195374	PANNEERSELVAMLATHA
1-3359355113	RAMADOSSSATHIYA
1-3360119132	BHASKARANMYTHILY
1-3550472438	RAVIKUMARSOWMIYA
1-3581600897	RAJAPRIYA
1-3664870163	CHINNAKUTTIAMSAVALLI
1-7440706908	RATHINAMDURAIRAM
1-7440770421	SHANMUGAMARTHI
1-7440770427	CHINNADURAIRAMESH
1-7440828413	MEENAKSHI SUNDARESWARANKANAGA DURGA
1-7440828419	SELVAMNITHYA
1-7441108887	ROSELIN SELVIANTO ROSE
1-7459029495	KANDASAMYMEIYALAKAN
1-7469114545	SANKARKOKILA
1-7489744005	VELAYUDHAMDEEPANSHAKARAVARTHY
1-7490055631	KRISHNANGAJENDRAN
1-7490249069	GANESHANPRIYANKA
1-7490401215	PALANIYAPPANRAJESHWARI
1-7498680678	SATHYARAMESH
1-7517845223	INDUMATHI
1-7550370198	ATHIYAPPANNANDHINI
1-9444595778	VIVEKT
1-9444595785	RAVIKUMARS
1-9444596138	KRISHNAMOORTHIN
1-9444596201	KARTHIKAV
1-9444596374	RAVICHANDRANA
1-9445541111	SOUNDARAJANM S
1-9445701704	ASHOKKUMARP
1-10873850071	JAYASUTHAP
1-10913502171	VIJAYAKUMARR
1-447945968	CHANDRASEKARGAYATHRI
1-448136604	JOHNCHANDRANSWATTZSTANLY JAYAPRAKASH
1-448137191	SAMINATHANLATHA

Dept :EEE	
Faculty id	**Faculty name**
1-3271571747	SUBRAMANIVADIVEL
1-3545177493	PONNUSAMYVENKATESAN

1-3545177985	MADUMATHI
1-4153034462	DHANDAPANIARUL
1-7447382491	SARAVANAKUMARNATARAJAN
1-7459770748	SHANMUGAMRAJA
1-7459770755	MADHIYANSATHIYAPRIYA
1-7459771145	MURUGANRAMESH KANNA
1-7460077627	PALAMANIVIJAYARAGHAVAN
1-7460077913	MARIMUTHUGOWSALYA
1-7460135095	MUTHUSAMYJAGADEESH
1-7460201201	ARUMUGAMVALARMATHI
1-7499278418	DHANASEKARDHARSHINI DEVI
1-7499278445	GOWTHAMANRAVIENDRAN
1-7499278881	NARAYANASAMYSURESH
1-7499634578	ARUMUGAMSURENDHAR
1-7499715821	PALANISAMYVIJAYAKUMAR
1-9449913488	SUGANYAP
1-9450539834	SNANDHAKUMAR
1-10860136821	GURUNAGAPPAN.SSRINIVASAN
1-10860781351	JAYAPRAKASAM SUBRAMANI
1-10860816171	PARTHIBAN A PPONNAPPAN
1-10861187381	THOMAS BRITTOXAVIER
1-10896497071	RAVENDRANPALANIVEL
1-11054469381	PUNITHASELVARAJ
1-448114893	RENGASWAMYYASODHA
1-757835882	THANGAVELSOMASUNDARAM

Dept :ECE	
Faculty id	Faculty name
1-3261435222	NATRAYANKANNAN
1-3261730283	SUBRAMANIPRABU
1-3266748199	SHANMUGAMDINESHKUMAR
1-3267634969	SELVARAJUKARTHIK
1-3360559444	SINGARAVELANMURALI
1-3543967323	MURUGESANDHARANI
1-3564075396	JAGADEESH
1-3564212532	VENUGOPALVENKATESWARAN
1-4148540834	JAYASEELANAMALI
1-7458814962	MANICKAMBHARANTDHARAN
1-7458814968	AYYANARKARTHICK
1-7469144461	SELVARAJUSANTHOSH
1-7469144467	MANICKAMARULKUMAR
1-7469144903	DAVID PUGAZHENTHIREEMLUS JACOB
1-7469144909	PACHAKGOUNDERLOGANATHAN
1-7469328415	MANISAKTHIVEL
1-7469329168	RAMADOSSPRIYANKA
1-7469329335	SUBRAMANIMKISHORE
1-9444510448	AMJATHRAGUMAN
1-9444510485	PRABHAKARANESWARAN

1-9444511088	SAIKRISHNAP
1-9444678695	SASIKUMARG
1-9444678741	SUNITHAS
1-9444678747	SUNITHAS
1-11275134708	JEEVITHANATARAJAN
1-444227547	GURUNIRMALA
1-445045590	PANNEERSELVANNAVARAJA
1-445156076	SENGOTUVELRAMESH
1-445278233	BANUPRIYAJOTHIMANI

Dept :MECH	
Faculty id	**Faculty name**
1-3267061257	ALAVAIPPATTIPRABULINGAM
1-3267470632	PERUMALSADEESH KUMAR
1-3270018026	AYYAVUGOWRISHANKAR
1-3270366976	PALANISAMYMURUGANANDHAN
1-3271984276	BALAKRISHNANPRAKASH
1-3292601916	KUPPUSAMYMURUGAN
1-3292913162	MADHIMANIKANDAN
1-3293899146	KUPPUSAMYRAJKUMAR
1-3317406257	SENGOTTAIYANSHANMUGA SUNDARAM
1-3363962789	NAGARAJAN
1-3366203055	RAHAMATH KHANSALEEM KHAN
1-3544093179	CHANDRASEKARANARUN
1-3545343533	GOPALBASKARAN
1-3552269036	THANGAVELUELANGO
1-4166651164	LAKSHMANANSELVARAJAN
1-7462300085	CHANDARANMADANRAJ
1-7462342178	VENGATACHALAMSANTHOSHKUMAR
1-7462385270	SANKAR
1-7490762312	THIRUMURUGANGOWTHAMRAJ
1-7491129238	MANIVANNANPERIYASAMY
1-7491129555	MURUGESONRAMASAMY
1-7491362271	RAJENDRANRAJKUMAR
1-7504093668	MADESHWARANKAPIL
1-7504093675	MURUGANSAKTHI SARAVANAN
1-7504343077	SANTHANAMVEERAPANDI
1-7513732868	MANIKANDANARULDASS
1-9445340208	PRITHIVIRAJS
1-9445340225	MUGILANS
1-723595660	GANESANSENTHIL
1-723595834	KANNAN

Dept :IT	
Faculty id	**Faculty name**
1-3270290867	SADASIVAMPRIYANGA
1-3271433648	VENKATACHALAMKALAIYARASI
1-3736840013	KUMARESANSAVITHA

1-4159220130	KRISHNAN
1-7469418057	SATHYASEELAN
1-7469649543	PREMKUMAR
1-7498680835	RAJENDRANJAIGANESH
1-7499774138	PALANISAMIJAYASUTHA
1-7518781259	BABUMANJUBASHINI
1-11096612008	SENTHILKUMARV M
1-11096612014	GOWDHAMIK
1-11096681091	GOKILAR
1-448136501	ANGAMUTHUKARTHIKEYAN

Dept :ME,VLSI	
Faculty id	Faculty name
1-3262318632	MADHUPAIYANSATHISH KUMAR
1-3267127204	VINAITHEERTHANANNAPOORANI
1-7458850654	KANDASAMYMANIVEL
1-445278473	VENKATESANSOUNDAPPAN

Dept :FIRST YEAR- SCIENCE & HUMANITIES	
Faculty id	Faculty name
1-2182846538	RAJENDIRANKARTHIKEYAN
1-3255885791	VIJAYAKUMARSANTHIYA
1-3262511584	SHANMUGAMRAVI
1-3272157126	RAMANSANDHIYA
1-3272204056	SINGARAVELUSHABEETHA
1-3273604176	PERIYANNANSENTHIL
1-3273822657	SELVAMPRABU
1-3290980697	PALANISAMYJAMUNARANI
1-3291177189	RAJALINGAMUMAPATHI
1-3361019411	RAMESHSADHASIVAM
1-3543439173	SUNDARAMSUCHITRA
1-3545268724	MANIPAVITHRA
1-3546180043	MURUGESANKEERTHIGARANI
1-4153034596	JESSYMATHEW
1-4153034623	GOVINDHARAJANARUNPRASATH
1-4153035012	RAJENDRANSARANYA
1-4154062874	SURESH
1-4154086886	JEGANSELVARANI
1-4154086941	RAJENDRANDIVYA
1-4673187269	GOVINDASAMIDIVYA
1-7437767865	VEENAKUMAR
1-7437883261	PALANIVELSUGANYA
1-7438004333	ANUPRIYA
1-7440182151	BALASUBRAMANIYANVIJAYAN
1-7440182157	RAMU
1-7441108933	SEKARSATHISH KUMAR
1-7441108939	KANDASAMYSARAVANAKUMAR

1-7488151098	MURUGANDEEPALAKSHMI
1-7488151405	VENKATACHALAMNARASIMMAN
1-7490838360	VELLIKKANNUVIJAYAKUMAR
1-7499898237	SATHIYAVADIVEL
1-7512589017	MALAIVASANROJA
1-7516055678	THANGAMUTHUVENKATESH
1-7517628275	CHOCHALINGAMPARVATHI
1-7521397143	THIRUVANGADAMSAMYRAJA
1-9443930045	CHANDRAG
1-9444317598	MARIMUTHUJ
1-9450789343	ASWINIR
1-9450874196	SATHYAK
1-9451068678	ROJAM
1-9451469932	VINOTH KUMARC
1-10849031181	LOGESWARANT
1-10849031188	ANBARASANG
1-10849031194	ASASIKALA
1-10896497081	GDGDHB
1-10897374111	DEEPIKAKANDASAMY
1-10897374118	ANBUG
1-10897374130	SENTHIL THALAPATHI KITTUV
1-10897374142	SULTHANUDEENS
1-11027511955	DEVISELVAM

Dept :FIRST YEAR- SCIENCE & HUMANITIES	
Faculty id	Faculty name
1-11273590678	MOHAMED SHERIFFK M
1-11273900004	TVENKATESAN
1-11306064064	VENKATESANT
1-448007627	MATHIYAZHAGANBHUVANESWARI
1-4222225844	VEDIPALVENKATESHWARAN

Permanent Faculty : 203

Adjunct Faculty : NIL

Permanent Faculty: Student Ratio : 15:1

8. Profile of the Principal

PRINCIPAL PROFILE		
Name	Dr.T.ELANGO	
Date of Birth	12.09.1969	
Unique ID	1-3552269036	
Educational Qualifications	B.E., M.E., Ph.D.,	

EDUCATIONAL QUALIFICATIONS			
UG	**PG**	**Ph.D**	**Other Qualification**
B.E. Mechanical Engg.	M.E.ThermalEngg.	Automobile Technology	Nil

WORK EXPERIENCE				
Teaching	**Research**	**Industry**	**Others**	**Total**
27 years	10 years	Nil	-	27 years

Area of Specialization:	THERMAL ENGINEERING
Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma:	UG LEVEL & PG LEVEL Thermo dynamics, Thermal Engg., Gas dynamics, Heat & Mass Transfer, Advanced Thermodynamics

No. of papers published in National/ International Journals/ Conferences:	30	Patents (Filed & Granted):	1
Ph.D. (Completed): Ongoing:	1 2	No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)	Nil
Projects Carried out:	1		

9. Fee

Admission Quota

Admission Quota	: Engineering & Technology
Entrance Test/ Admission Criteria	: No Entrance Test in Tamil Nadu.
	Admission based on the marks obtained in +2 Examinations and as per the guidelines of AICTE APH 2022-23 and State Government guidance.
Fees in rupees	: As per state fee fixation committee.
Number of Fee Waivers offered	: Nil
Admission Calendar	: May to June
PIO Quota	: YES
Admission Quota	: Master of Engineering
Entrance Test/ Admission Criteria	: A pass in any Bachelor's Degree (3 Years) from a recognized University
Fees in rupees	: Rs. 50,000/- per year.
Number of Fee Waivers offered	: Not Applicable
Admission Calendar	: May to June
PIO Quota	: YES

10. Information of Infrastructure and Other Resources Available

✓ Number of Class Rooms and size of each - 54nos Labs, 775 sft

✓ Number of Tutorial rooms and size of each - 10nos , 775 sft

✓ Number of Laboratories and size of each - 71 Labs, 710 sft

✓ Number of Drawing Halls with capacity of each- 3 nos , 710 sft

✓ Number of Computer Centres with capacity of each – 5 nos.

✓ Central Examination Facility, Number of rooms and capacity of each – 8nos, 710 sft

✓ Online examination facility (Number of Nodes, Internet bandwidth, etc.) – online examination facility available. 620 Computers facilitated with 60mbps internet connection.

✓ Barrier Free Built Environment for disabled and elderly persons- Available

✓ Available and facility provided for disabled and elderly persons- Available

✓ Occupancy Certificate- Available.

✓ Fire and Safety Certificate- Available.

✓ Hostel Facilities – Available for both male and female students.

Hostels (No. of rooms with students accommodated) (i) Men (ii) Women	
	Men : 150 Rooms with 600 students Women : 75 Rooms with 300 students

• **Library**

➢ **Number of Library books/ Titles/ Journals available(Programme-wise)**

NUMBER OF LIBRARY BOOKS	51911
NUMBER OF TITLES	12160

S.NO	DEPT	TITLES	VOLUMES
1	CSE&IT	2080	9231
2	MECHANICAL	1940	8030
3	AUTOMOBILE	120	2492
4	ECE	1200	5206
5	EEE	1750	5915
6	BIO MEDICAL	90	1006
7	CIVIL	700	2250
8	PHYSICS	720	3157
9	CHEMISTRY	810	3920
10	MATHEMATICS	500	3677
11	ENGLISH	480	2973
12	NOVELS	1720	2251
13	QUESTION BANK	50	1803
		12160	51911

➢ **E- Library facilities**

Digital Library with sufficient number of systems with e - books and e - Journals available in Central Library

➤ **National Digital Library(NDL) subscription details**

Ministry of Education
Government of India

Indian Institute of Technology
Kharagpur

National
Digital Library
of India

**CERTIFICATE OF
REGISTRATION**

This is to certify that "**Mahendra Institute of Technology (Autonomous)**"
is registered as a NDLI Club under the National Digital Library of India.

Registration Number:
INTNNC5U2ZUA8EI
Date Of Registration: 19/04/2021
Valid Upto: 19/04/2022

Dr. Partha Pratim Das
Joint Principal Investigator
National Digital Library of India Project
Indian Institute of Technology
Kharagpur

NDLI CLUB PARTNER
National
Digital Library
of India
- LEARN. SHARE. GROW. -

- **Laboratory and Workshop**

  > **List of Major Equipment/Facilities in each Laboratory/Workshop and List of Experimental Setup in each Laboratory/Workshop**

Department	Link
Automobile Engg	http://www.mahendratech.org/download/Annexure-1/AUTO.docx
Biomedical Engg	http://www.mahendratech.org/download/Annexure-1/BME.docx
Computer Science and Engg.	http://www.mahendratech.org/download/Annexure-1/CSE.docx
ECE	http://www.mahendratech.org/download/Annexure-1/ECE.docx
EEE	http://www.mahendratech.org/download/Annexure-1/EEE.docx
IT	http://www.mahendratech.org/download/Annexure-1/IT.docx
MECH	http://www.mahendratech.org/download/Annexure-1/MECH.docx

- **Computing Facilities**

  > Internet Bandwidth – 64mbps

  > Number and configuration of System - 620

  > Total number of system connected by LAN- 620

  > Total number of system connected by WAN- 620

  > **Major software packages available**

    ✓ O365 Proplus open faculty

    ✓ WINEDUE3 ALNG

    ✓ INTUNE OPEN FCLTY

    ✓ MS SQL SvrStd

    ✓ wIinSvrSTDCore

    ✓ MsExchgSvtStd

    ✓ MsVSProSub/MSDN

    ✓ AutoCAD 2018 .

    ✓ Cadence

    ✓ Xilinx

    ✓ Matlab

- ✓ ORCAD- P-Spice
- ✓ 9 2/8/2017 PALPAP

➢ Special purpose facilities available (Conduct of online Meetings/Webinars/Workshops, etc.)
Facilities available for conducting online classes and meetings

➢ Facilities for conduct of classes/courses in online mode (Theory & Practical)

Facilities available for conducting online classes and practicals. We have conducted theory and Laboratories online mode during the academic year 2020-21.

➢ **Innovation Cell**

Institution innovation council is established 2018 and in collaboration with AICTE tosystematically foster the culture of innovation and start-up eco-system in education institutions.

Function of IIC

- To conduct various Innovation, IPR and entrepreneurship-related activities prescribed by MIC in time bound fashion.
- Identify and reward innovations and share success stories.
- Organize periodic workshops/ seminars/ interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators.
- Network with peers and national entrepreneurship development organizations.
- Create an Institution's Innovation portal to highlight innovative projects carried out by institution's faculty and students.
- Organize Hackathons, idea competition, mini-challenges etc. with the involvement of industries.

- **Social Media Cell**

    The institution maintains an institutional face book, whatsapp accounts to dismate details of faculty, academic activities, upcoming activities, facilities and etc to all stake holders.   Social Media Cell is headed by Mr.Kishore Tariq.

- **Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutionsand University Departments**

    Not applicable

- **List of facilities available**

  Games and Sports Facilities

Outdoor Games & Sports:
- Athletics track (200m)
- Badminton court
- Ball badminton court
- Basket ball ground
- Cricket ground
- Football ground
- Kabaddi ground
- Kho-kho ground
- Volley ball ground

Indoor Games :
- Chess
- Table tennis
- Carrom board

Gymnasium:
- 6 Station, 5 Station and 4 Station Multi Gym
- Bench Press
- Advance Abdominal Board
- Dumbles
- Sports Cycle
- Arm Pulling and Arm Swanking
- Hip Twister

➢ **Extra-Curricular Activities**

1. **Co-curricular and extra-curricular activities**

   Outreach programmes and extension activities are to be undertaken. Adoption of villages to impart awakening about socially relevant problems is to be done.

➢ **Co-Curricular activities**

   National Service Scheme

- The institute has 2-units with 50 students each.
- 2-units of students participate in NSS camp every year.

- During the last academic year our units have undertaken the village for the social services.

The following activities are conducted by NSS:

- Awareness program (AIDS, save water, save trees, first-aid, recent technology-based education system, etc).
- Consumer awareness camp
- Medical camp.
- Electric fire and safety
- Blood donation camp
- Tree plantation Programme

Communication skills development

Mahendra Macro Miracle Pvt. Ltd offers soft skill programmes by outsource experts to improve the communication ability of the students.

Health and Hygiene Camps

- Medical camps for the benefit of staff members and students of our institution and our group of institutions are organized.
- In this camp various medical tests like, BMI Value, BP, blood group, hemoglobin, blood sugar, etc., are done.
- A prominent view of this camp is to organize awareness programs in the field of medical and environment by issuing notices, placards and delivering perception videos.
- The institution conducts various workshops related to medical instruments and safety measures for seasonal diseases and others.

➢ **Extra-Curricular activities**

The institution has physical education department and cultural committee for conduction of various extra-curricular activities.

Sports

Standard track is available for students. We conduct the following athletic events: 100 m, 200 m, 400 m, 1500 m, 5000 m, 10000 m, 110 m hurdles, 400 m hurdles, 100 m relay and 400 m relay, long jump, high jump, triple jump, hammer throw, discus throw and javelin throw.

Outdoor games:

Volley ball, foot ball, kabaddi, basket ball, badminton, kho-kho, cricket, hand ball and throw ball (for both boys and girls).

Indoor games:

Carrom, chess, ball badminton and table tennis.

<u>Cultural activities</u>

The Culture is to be a dynamic, challenging and independent force based on the freedom of expression. Every year the institution organizes cultural day to involve the students in various events like dance, mime, skit, drama, poem writing, etc.

The few cultural events conduced are listed:

- Independence day celebration
- Republic day celebration
- Engineer's day celebration
- Annual day celebration

A. **<u>Yoga</u>**

The objective of our college yoga club is to gain overall balance and focus for our students and faculty. Most students experience an increase in strength and flexibility, a decrease in stress levels and tension in the muscles and feeling of mental clarity and peace. Yoga centre is functioning in our campus to enhance physical and mental growth of students. World Yoga Day was celebrated on a grand scale in this year.

- **Soft Skill Development Facilities**

Content beyond syllabus are planned through a Broad Curriculum by imposing training to improve core knowledge, life skills, soft skills and behavior of the students which will meet program outcomes to satisfy the stake holders.

Conduct of soft skills development and training programmes through various guest lectures and workshops. As a result, students have become effective communicators, self–confident and self reliant as has been reflected in enhanced campus placements since 2012-2013.

Our Institution offers TESOL (Teaching English to Speakers of otherLanguages), BEC (Business English Certificate), GMAT (Graduate Management Admission Test), CAT (Common Admission Test), GRE (Graduate Record Examination), MAT (Management Aptitude Test), SAT (Scholastic Assessment Test), Training in variety of topics related to Personal Enhancement, Public speaking, Interpersonal skills, Soft skills, placement skills for the betterment of the students.

Macro Miracles Private Limited

- **Teaching Learning Process**
  - **Curricula and syllabus for each of the Programmes as approved by the University**

Department	Link
Biomedical Engg	http://www.mahendratech.org/download/Annexure-2/BME.pdf
Computer Science and Engg.	www.mahendratech.org/download/Annexure-2/CSE.pdf
ECE	www.mahendratech.org/download/Annexure-2/ECE.pdf
EEE	www.mahendratech.org/download/Annexure-2/EEE.pdf
IT	www.mahendratech.org/download/Annexure-2/IT.pdf
MECH	www.mahendratech.org/download/Annexure-2/MECH.pdf

  - **Academic Calendar of the University**

Academic year	Link
2020-21	www.mahendratech.org/download/Annexure-3/MIT_2020-21_EVEN_4th_ 6th_Semesters.pdf
2020-21	www.mahendratech.org/download/Annexure-3/MIT_2020-21_Odd_Sem_3_5_7.pdf
2020-21	www.mahendratech.org/download/Annexure-3/MIT_2020-21_Odd_Semester_I_Year.pdf
2021-22	www.mahendratech.org/download/Annexure-3/MIT_2021-22_first_semester.pdf
2021-22	www.mahendratech.org/download/Annexure-3/MIT_2021-22_Odd semester-5th_and_7th_semester.pdf
2021-22	www.mahendratech.org/download/Annexure-3/MIT_2021-22_Odd_Semester_3rd_semester.pdf
2021-22	www.mahendratech.org/download/Annexure-3/MIT_2021-2022_Even_Semester.pdf

⌐ **Internal Continuous Evaluation System and place**

Mahendra Institute of Technology is adopting various reforms in Continuous Internal Examination and Evaluation. Since this institute is affiliated to Anna University Chennai, it follows the regulation of the university with reforms for the benefit of students. Three Continuous Internal Assessment Examinations (CIE) will be conducted in every academic course of each semester. The model examination covers full syllabus of a course, hence student can revise all the topics of the syllabus. Existing CIE for UG & PG Courses (CIE Marks):

Marks split-up for internal Assessment is given below:

Theory Course

Continuous internal assessment test I   : 6.67

Continuous internal assessment test II : 6.67

Continuous internal assessment test III : 6.67

Practical course (20)

    Record work   : 05

    Viva voce   : 05

    Model practical   : 10

CIE Syllabus & Question Pattern:

The syllabus for the Continuous Internal Assessment pattern is that Unit I & II for the CIE – I and unit III, IV for the CIE – II and unit V for the CIE – III

Question pattern for the CIE – I, II and III

Part A (2×10 = 20)

Part B (10×3 = 30)

Total = 50 Marks, Duration: 1hour and 30 Minutes

- Two Slip tests per week are commonly conducted for an hour, and generally two tests of different courses per week.
- Unit/Topic wise question banks are provided to the students for all subjects including two mark question and answers.

- Assignments are given to the students from the previous year question papers.
- Continuous internal examination question papers are formed based on the previous year university question papers and the question bank.
- The groups formed between the advanced learners and slow learners are also useful for the students to perform well in the tests and examinations.
- To enhance the learning environment, institute has developed smart class rooms, teachers conduct technical quizzes at the end of every Unit and students actively participates in the same.
- Technical debates, group discussions and brain storming sessions are arranged by student associations through different competitions.

Outcome based education is followed for the improvement of teaching learning process. Answer scripts are corrected and returned to the students within two days after the competition of the test/examination.

Corrected answer scripts and results are reviewed by the faculty and the IQAC coordinator. The outcome of analysis will be used to improve the teaching and learning in the particular course. Students' feedback about the subject is also obtained from the students. From the review strength and weakness of the students are identified and remedial actions are taken for improvement.

Retest will be conducted for absentees in the internal assessment examinations. Students are given opportunities to improve their performance in Internal Evaluation through retest and assignments. Tutorial classes are conducted for all the subjects, to clarify doubts and for re-explaining the critical topics.

2. External Assessment

External Assessment is done by assessing the students' performance in End Semester Examinations. Performance in each course of study is evaluated by the examinations conducted at the end of the semester for the theory and laboratory practical's.

A candidate who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End semester Examinations] with a minimum of 45% of the marks prescribed for the end-semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and practical courses (including project work). If a student fails to secure a pass in a theory/laboratory course or Project work, the student shall reappear for that course in the subsequent semester.

All assessments of a course will be evaluated on absolute marks basis. However, for the purpose of reporting the performance of a candidate, letter grades, each carrying certain number of points, will be awarded as per the range of total marks (out of 100) obtained by the candidate in each subject as detailed below:

LETTER GRADE	GRADE POINTS	MARKS RANGE
O (Outstanding)	10	91 - 100
A + (Excellent)	9	81 - 90
A (Very Good)	8	71 - 80
B + (Good)	7	61 - 70
B (Average)	6	51 - 60
RA	0	< 50
SA (Shortage of Attendance)	0	

- **Student's assessment of Faculty, System in place**

The college has framed and collecting Feedback from for students for two different purposes.

Feedback for the Design and Review of Syllabus:

Feedback is collected from the students on the Curricula and Syllabi of all the Programs, analysed and report sent to the University after the Approval of the Governing Council, for further action.

Feedback for the Performance of the Faculty Members:

The feedback form is filled up by each student without revealing their identity on the Performance of the faculty once in the mid semester. The feedback is on a Four Point Scale – Excellent, Good, satisfactory and Not Satisfactory. The feedback is analyzed by a team consisting of Class Advisors, HoDs and suitable remedial measures are recommended and submitted to the Principal.

- For each Post Graduate Courses give the following:
    - ➤ Title of the Course
        1. M.E. Energy Engineering
        2. M.E. Computer Science and Engineering
        3. M.E. VLSI Design
    - ➤ Curricula and Syllabi

Programme	Link
CSE	www.mahendratech.org/download/Annexure-4/CSE.pdf
EE	www.mahendratech.org/download/Annexure-4/EE.pdf
VLSI	www.mahendratech.org/download/Annexure-4/VLSI_DESIGN.pdf

Laboratory facilities exclusive to the Post Graduate Course

1. M.E.VLSI Design - VLSI Design Laboratory I &II
2. M.E. CSE- Data Structures Laboratory, Data Analytics Laboratory , Security Practices Laboratory
3. M.E. Energy Engineering - Energy Laboratory, Thermal Systems SimulationLaboratory.

11. Enrolment and placement details of students in the last 3years

Placement Details for last 3 years

2018-19: 220

2019-20: 330

2020-21: 326

Enrollment Details for last 3 years

2019-20: 459

2020-21: 535

2021-22: 436

12. List of Research Projects/ Consultancy Works

- Number of Projects carried out, funding agency, Grant received
- Publications (if any) out of research in last three years out of master's projects

  73 Papers published

- **Industry Linkage**

Dept	Project details	Cost	Industry name
EEE	Part 1: Programming of Servo Amplifier Part 2: Repair Services of VFD Drives	200000	Frankinsteins Engineering Laboratories Private Limited, Chennai
ECE	Automated Knowledge Exploration	375000	Imatiz Technologies, Chennai
MECH	"Constructing Mechanical Structure" of a 5 HP solar water pump system for agriculture usage (5 Units)	300000	Shasha solar power pvt ltd, Coimbatore
CSE	1. Design of Automatic Active Power Factor Controller Based On Facts Device For High Power Industrial Loads 2.Multi Vendor E-commerce Development.	400000	1. SVS INFOTECH Chennai. 2.Right Resource Solution Chennai.
IT	Opinion Mining and Sentiment Analysis using Machine Learning techniques.	300000	1. CHENNAI SOFTECH

- **MoUs with Industries (minimum3(10))**

  - Mangla Smart Energy Solutions Private Limited, Tirupur
  - Salzer Electronics Ltd, Coimbatore
  - ABE semicoductor designs, Chennai,
  - Anvation Drones, Chennai.
  - Lumisense Technologies, Chennai.
  - New Technology, Coimatore.
  - Transun Energy Systems
  - IMatiz Technologies, Bangalore
  - Coimbatore Industrial Infrastructure Association, COINDIA, Coimbatore.
  - "Centre of Excellence in Manufacturing Sciences", Coimbatore Institute of Technology, Coimbatore.

- Axis Global Institute of Industrial Training, Coimbatore.
- Innovative Engineering Services, Coimbatore.
- Red Hat India Private Limited
- Aptiva of Authorized Training Centre
- Training Trains
- HI-Tech Soft Solution Private Limited
- Sree Softwares

13. LoA and subsequent EoA till the current Academic Year

Year	Link
2015-16	www.mahendratech.org/download/Annexure-5/11.pdf
2016-17	www.mahendratech.org/download/Annexure-5/12.pdf
2017-18	www.mahendratech.org/download/Annexure-5/13.pdf
2018-19	www.mahendratech.org/download/Annexure-5/14.pdf
2019-20	www.mahendratech.org/download/Annexure-5/15.pdf
2020-21	www.mahendratech.org/download/Annexure-5/16.pdf
2021-22	www.mahendratech.org/download/Annexure-5/17.pdf

14. Accounted audited statement for the last three years

15. Best Practices adopted, if any

Note: Suppression and/or misrepresentation of information shall invite appropriate penalaction. The Website shall be dynamically updated with regard to Mandatory Disclosures

1. TITLE: MAHENDRA OUTREACH ENRICHMENT AND SOCIAL RESPONSIBILITIES

OBJECTIVES: The various activities assist students to develop their social responsibilities and to become good citizens for the welfare of the society.

THE CONTEXT: Mahendra Institute energetically participates 26 clubs includes International club, Scenario club, Inspiring club, Talent exhibiting club and traditional club which carry out several activities for the betterment of students as well as faculty members.

THE PRACTICE: The College provides seed balls for club members to intermingle with local peoples to expand the greenery in and around the locality. They create awareness among the people to grow tress and remove the unwanted Karuvelam (Prosopis juliflora) trees which is ecological threat.

SOFT SKILL TRAINING: Our Institution offers TESOL (Teaching English to Speakers of other Languages), BEC (Business English Certificate), GMAT (Graduate Management Admission Test), CAT (Common Admission Test), GRE (Graduate Record Examination), MAT (Management Aptitude Test), SAT (Scholastic Assessment Test), Training in variety of topics related to Personal Enhancement, Public speaking, Interpersonal skills, Soft skills, placement skills for the betterment of the students.

EVIDENCE OF SUCCESS: The students clearly understand the ground reality of the problems in the society. Entrepreneur and other professionals from MIT are the best living examples for the evidence of this success.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Club activities delayed due to deficient fund as well unsatisfactory support from the society, while Management provides all necessary support to the club for its operational.

2. **TITLE: MENTOR SYSTEM FOR THE STUDENTS**:

Under graduate engineering programme students frequently require guidance and counselling from their faculties to refresh their intellect. Each faculty play the roll of mentor for a group of 10 to 20 students.

OBJECTIVES OF THE PRACTICE: Mentors for first year students are from the department of Science & humanities and II, III and IV year students have their mentors from the respective departments.

Department faculty members take care of the students till their graduation from the college.

THE CONTEXT: mentors can call the Parents of poor attendee/performance students for corrective and preventive actions which are implemented for further improvement. Each mentor maintains the whole student database, which is examined by the HOD.

THE PRACTICE: The mentor will go through the following activities.

- A mentor shall always do more for the benefit of the students. Meet a group of students periodically. Constantly monitors, encourages and motivates the students in all academic activities.

- Advise the students regarding the choice of their electives, projects to be done, and training etc.

- Mentors always keep in touch with parents/guardians and responds to situations like academic

- irregularities, negative behavioral changes and interpersonal relations, detrimental activities of the students, if found anytime.

Advise students for their career development/professional enhancement. Keep contact with the students even after their graduation. Intimate HoD and suggest for administrative action whenever required. Maintains detailed progressive record of the student