

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Minutes of the meeting of Internal Quality Assurance Cell held on 31.3.2017 at Seminar Hall,
Alumni Guest House at 3.00 PM

The following members were present

- | | |
|-------------------------------|---------------------------------|
| 1. Dr. C. Selvamony | - Chairperson |
| 2. Er. P.S.Jayaram | - Management representative |
| 3. Dr. C.Christopher Columbus | - Administrative representative |
| 4. Dr.P.Selvakumar | - Administrative representative |
| 5. Prof. C. Jeyanthi | - Teacher representative |
| 6. Dr. V. Jeyalakshmi | - Teacher representative |
| 7. Prof. S. Rajeswari | - Teacher representative |
| 8. Prof. A. Saravanan | - Teacher representative |
| 9. Mr. J.Rajarajan | - Alumni representative |
| 10. Ms. A. Abinaya | - Student representative |
| 11. Mr. A. Arumuga Perumal | - Stakeholder representative |
| 12. Dr. G. Hirankumar | - Coordinator |

The following agenda were discussed in the meeting

1. Setting up quality bench marks/parameter

It is resolved that 10 quality parameters are initially identified and the bench marks for these parameters are attached in the Annexure 1.

2. Organizing quality related workshops/seminar

It is resolved that the following quality related workshop/seminar/orientation program are to be organized in the academic year 2017-18

- a. One orientation program by IQAC during August 2017
- b. Workshop on Teaching Methodology and setting quality question paper
- c. Seminar on selection and formulation of research project proposal and submission to funding agency per in indexed journal during June 2017

3. Approval of Format for Academic Audit Committee at department level and for and individual faculty

It is resolved to approve the format for academic audit committee for the academic year 2017-18 at department level and for individual faculty. Format is attached in Annexure 2.

Further, it is decided to conduct academic audit during May 2017

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

4. Discussion on various quality parameters of higher education


Various quality parameters on Admission, curriculum design, teaching learning and evaluation, Placement training, student support, utilization of learning resources are discussed. It is resolved to have detailed discussion in the meeting of Head of the departments and get inputs on these parameters. Further, an elaborate discussion on these parameters will be held in the next cell meeting.


5. Devising of best practices in academic and research activities

It is identified few best practices in academic and research activities. They are as follows.

- a. Faculty are encouraged to publish their research articles in UGC listed journals/ SCI journals/ Scopus listed journals and Anna University listed (List 1) journals.
- b. All research related matters like Ph.D admission, submission of project proposal, Ph.D guide ship application, research centre recognition etc., must be routed through Director (Research).
- c. All technology related matters like consultancy projects, patents, other technology transfer related matter, establishment of TBI etc. must be routed through Director (Technology Development)
- d. It is recommended to establish an Internal Research committee exclusively to scrutinize the project proposal which is submitted by our faculty to the funding agencies.
- e. Students are to be given privilege to select their project guide under choice based credit system from the academic year 2017-18.
- f. It is insisted to enforce the student community and faculty that Communicative language must be English during working hours

The meeting came to a close at 4.50 PM with vote of thanks by the coordinator


Chairperson 5/4/17


Coordinator 5/4/17

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Annexure 1

(Quality bench mark for the academic year 2017-18)

1. Projects to be submitted to funding agencies :
1 project for non P.G departments and 2 projects for P.G departments to be submitted

2. Publications expected
10 publications from recognized research centre by Anna University and 5 publications from other departments are expected to publish in UGC/SCI/Scopus indexed/listed journals (or At least listed in Anna University Annexure list 1)

3. Consultancy services and total income expected
At least one consultancy project is expected by each department irrespective of income

4. Seminar/symposium/conferences to be planned and funding agency to be applied
Seminar – 5 (one must be at national level, one must be at state level)
Symposium – 1 (National level)
Conference – (Either international or national level)
Funding agencies must be approached

5. Refresher courses, Orientation courses, Workshops to be planned/attended
At least 3 teaching faculty per semester per department are expected to refresh the course which they are going to teach the student. All other faculty must attend refresher course. HoD is given power to select the faculty to deliver refresher course.
Orientation program – 1 (New teaching faculty must attend orientation program organized by IQAC as well as by department) Department is expected to organize an orientation program to their faculty before start of the semester.
At least one workshop to be attended by each faculty

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

6. Results of students expected at UG and PG:
Result expected for the year 2017-2018 – 75% of total strength

7. Percentage of students to be provided training Civil Services and Defense Services examinations, NET, SET, GATE and other competitive examinations. Expected output in terms of percentage.
Competitive examination – 20% of total strength
Output expected - 50% among training provided

8. Bridge/remedial courses
Bridge course – First year students and Maths subject for lateral entry students are mandatory
Remedial course – mandatory till satisfy point number 6 (Attendance compulsory and should be recorded)

9. Student enrichment programmes (special lectures / workshops / seminar) involving external experts
Special lectures - At least 2 lectures
Seminar - At least 2 seminars
Hands on training/workshop – 1 (at least 2 days)

10. No. of extension activities to be planned.
Extension activities – at least one at department level

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Annexure 2

PSN College of Engineering and Technology

Internal Quality Assurance Cell (IQAC)

Academic Audit of the department (2016-2017)

(Provide information for the academic year from 2016-17)

1. Name of the Department:
2. Year of establishment:
3. Courses offered: UG, PG, Ph.D, other certificate courses (add more rows if necessary)

2016-2017	Sanctioned strength	Present strength	Pass percentage (pass out students)/Ph.D degree awarded
UG			
PG			
Ph.D.			
Certificate course			

4. Courses introduced during last year:
5. Does the department have Academic flexibility? If yes since when?
6. Interdisciplinary programs offered and departments involved:
7. Courses conducted in collaboration with other universities and Institutions:
8. Examination System: Annual/ Semester/Choice Based Credit System/ Credit and Grading system/ any other system, specify:
9. Participation of the department in the curriculum development for courses offered by the Departments.
10. Does the department have different syllabus than the one used by university for UG and PG courses?
11. Number of teaching posts sanctioned, filled and vacant.

Designation	Sanctioned	Filled	Filled under CAS
Professor			

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Associate Professor			
Assistant Professor			
Total			

12. Faculty profile with name, qualification, designation, experience, nature of appointment (confirmed/ probation/temporary):

Appointed from College Fund

Name	Designation	Qualifications	Teaching/Research Experience	Nature of appointment.

13. List of Visiting Fellows/Teachers, Adjunct and Emeritus Professors

14. Percentage of classes taken by temporary/visiting faculty (programme- wise information):

15. Programme-wise Student Teacher Ratio:

16. Number of academic support staff (technical) and administrative staff sanctioned, filled and vacant:

Sr. No.	Posts	Sanctioned posts	Filled	Actual
1	Laboratory Assistant			
2	Clerk (office)			
3	Laboratory Attendant			
4	Peon			
5	Other			

17. Thrust areas of research as identified by the department:

18. Information about research grants, projects completed and ongoing

a) From National funding agencies (like UGC, CSIR, DST, DBT etc):

Sr. No.	Name of the Principle	Title of the Project	Funding Agency,	Amount sanctioned	Amount received (in	Status

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

	Investigator (Co- investigator)		Duration & date of sanction	(in Lakhs)	Lakhs)	

b) From International funding agencies:

Sr. No.	Name of the Principle Investigator (Co-investigator)	Title of the Project	Funding Agency, Duration & date of sanction	Amount sanctioned (in Lakhs)	Amount received (in Lakhs)	Remarks if any

19. Funds received at Departmental level through DST-FIST; CSIR, UGC-SAP/CAS, DAE, DBT, BRNS, ICSSR, AICTE, etc

Scheme and Funding Agency	Non- Recurring	Recurring	Project Fellow
Total			

20. Research facilities available in the department and recognition received, if any?

21. Special research laboratories sponsored by / created by industry or corporate bodies.

22. Publications: (Teaching faculty wise)

Name of the faculty	Papers published in peer reviewed journals	Listed in		Monographs, Books, Chapters in books	Citations		h-index	Impact factor range/Average Impact factor
		Anna University Annexure 1	UGC recognized		By Scopus	By Google scholar		

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Total citations of the department :
h-index of the department :

23. Details of patents filed & granted and income generated:

24. Consultancy services provided, name of the teacher/s and income generated:

Sr. No.	Date	Name of the teacher	Nature of consultancy	Funds generated

25. Details of teachers invited as resource persons for Refresher courses, Orientation courses, Seminars, Workshops, Conferences at national and international levels.

Sr. No.	Name of the teacher	Programme/courses	National/International	Place & Duration

26. Details of teachers participated in Refresher courses, Orientation courses, Seminars, Workshops, Conferences at national and international levels.(participant, presented paper, chaired the session)

Sr. No.	Name of the teacher	Programme/courses	Participant/ presented paper/ chaired the session	National/International	Place & Duration

27. Participation of teachers in various academic activities as members of committees at University level, State level, National level, International level bodies. (give details)

28. Details of teachers appointed/nominated on Editorial Boards at university, state, national and international levels.

29. Awards / Prizes and recognitions received by teachers at university, state, national and international level:

30. Awards and Prizes received by students at university, state, national and international level:

31. Details of Seminars/ Conferences/Workshops organized at college, state, national and international level and the source of funding with details:

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Name of Conference/ Seminars / Workshops	Funding agency & Amount (Rs.)	No. of Participants	University/State/National/ International	Dates

32. Student profile programme-wise at UG and PG

UG/PG/Ph.D/ Certificate programme	Applications Received	No. of students Admitted	Seats Available	Male	Female	Total

33. Results of students at UG and PG:

UG/PG	year	Appeared	Passed	Pass %	Distinction	Rank	Grade %							
							S	A	B	C	D	E	U	

34. Diversity of Students : (Year-wise)

Name of the Programme	% of students from the same university	% of students from other universities within the State	% of students from universities outside the State	% of students from other countries
UG				
PG				
Ph. D.				

35. Number of students cleared Civil Services and Defense Services examinations, NET, SET, GATE and other competitive examinations? Give Category wise data.

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Year	MPSC/UPSC	NET/ SET	GATE	Other Exams	Total
2016-17					

36. Student progression/ placement record: Number/ percentage of students proceeded for higher studies Number/percentage of students placed:

Year	% proceeded for higher studies		% of students placed	
	UG to PG	PG to Ph.D.	On campus	Off campus
2016-17				

37. Diversity of Faculty:

Teaching faculty	%
from the same university	
from other universities within the State	
from other States	
from outside the country	

38. Number of faculty who were awarded M.Phil., Ph.D., D.Sc. / D.Lit.:

39. Present details of departmental infrastructural & other facilities with regard to

- a) Central Library Books and Journals, etc, relevant to Department :
- b) Departmental Library (books, journals etc.) :
- c) Computers and Internet facilities for staff :
- d) Total number of class rooms :
- e) Class rooms with ICT facility :
- f) Students' laboratory :
- g) Research laboratories :
- h) Seminar Hall
- i) Smart class room :
- j) Any other facility LCDs,

40. List of post-doctoral students and Research Associates, JRFs, SRFs

Sr. No.	Name of the Faculty	Post-doctoral/RA/JRF/ SRF Students	Research Topic

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

1			
2			
3			
5			

41. Number of students getting financial assistance from the university/state / central government/college

42. Curricular Aspects:

- a) Does the faculty take initiative in curriculum development process?
- b) Is curriculum suitable to make students globally competitive in the subject? If yes, substantiate.
- c) Does the department offer program with sufficient no. of electives options.
- d) While framing curriculum, is feed-back taken from stakeholder's viz. Students/Alumni/Parents/Employers considered?
- e) What is the frequency of curriculum revision? (3/4/5 years or more)
- f) Does the curriculum have emerging thrust areas, including interdisciplinary areas? (If yes, elaborate).

43. Teaching-Learning, Evaluation.

- 1) Number of teachers preparing & following Academic Teaching plan
- 2) How many teachers use the following teaching methods:
 - a) Interactive lecture method using blackboard, Group discussions, Problem solving, Seminars.
 - b) Use ICT methods to support lectures.
- 3) Does the Department have Peer review processes? If yes, are the suggestions effectively used to improve the teaching quality?
- 4) Does the department have any mechanism to ensure that entire syllabus is completed?

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

5) Do you offer Bridge/Remedial courses? If yes, Give details.

6) What is the method for conducting internal evaluation?

44. Teacher Performance:

1) Whether the performance of the teacher assessed by the students? If yes, are the feedback reports analysed and suggestions communicated to teachers?

2) Number of teachers getting a) Very Good _____ b) Good _____ c) Average _____ remarks from students.

3) Whether suggestion boxes are kept in the department to get suggestions from students on infrastructural facilities available in the department?

4) Are the suggestions received from students used for improvement of facilities?

5) Do teachers submit Self-Appraisal Reports? Are these reports appraised by HOD and forwarded to higher authorities with comments?

6) What is the Departmental average API _____? How many teachers have API > Average API

7) What is the individual faculty wise h index?

8) Give details of “beyond syllabus scholarly activities” of the department.

45. List the distinguished alumni of the department (maximum 10)

46. Give details of student enrichment programmes (special lectures / workshops / seminar) involving external experts.

47. How does the department ensure that programme objectives are constantly met and learning outcomes are monitored?

48. Highlight the Special facilities (if, any) of the Department.

49. Highlight the unique features of the department.

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

50. State the Innovative practices adopted in the department.
51. Highlight the participation of students and faculty in extension activities.
52. Detail five major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
 - a. Strengths:
 - b. Weaknesses:
 - c. Opportunities:
 - d. Challenges:
53. Future plans of the department:
 - a. Long term plans-
 - b. Short term plans

Declaration by the Head of the Department/Institution:

I am aware that the above information provided by the department will be validated by the Academic Audit committee during the visit.

Head of Department

Date:

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

PSN COLLEGE OF ENGINEERING AND TECHNOLOGY
MELATHEDIYOOR – 627 152

SELF-ASSESSMENT CUM PERFORMANCE APPRAISAL FORM

Part A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters) :
2. Department :
3. Current Designation :
4. Date of joining at PSNCET :
5. Designation at D.o.J :
6. Permanent address (with Pin code)

Mobile:

Email:

7. Academic Qualifications (Matric till post graduation):

Examinations	Name of the Bord/ University	Year of Passing & mode (Regular/ Distance)	Percentage of marks obtained	Division/ Class/ Grade	Subject
High School/ Matric					
Higher Secondary					
UG					
PG					
Other qualifications,If any					

8. Appointments held:

Designation	Name of Employer	Service		Salary with Grade	Reason of leaving
		From	To		

9. Period of teaching experience at PSNCET:

PG classes (in years) :

UG Classes (in years) :

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

10. Period of teaching experience other institutions:

PG classes (in years) :

UG Classes (in years) :

11. Research Experience excluding years spent for doing M.Phil./ Ph.D.

a) Abroad (Post-Doc, Research Scientist etc.,)

b) In India (post-doc, Research Associate etc.,)

The points may be augmented with category – III. For each visit for research purpose,

Abroad – up to 6 months – 10 points

Abroad – 6 months to 1 year - 15 points

Abroad – above 1 year to 2 years - 20 points

Abroad – 2 years and above – 25 points

In India - up to 6 months – 5 points

In India – 6 months to 1 year - 10 points

In India – above 1 year to 2 years - 15 points

In India – 2 years and above – 20 points

Availing visiting fellow funded by State/National agency for pursuing Ph.D/Research work – 3 points

12. Field of Specialization under the Subject/Discipline

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY I: Teaching, Learning and Evaluation Related Actions:

1.1. Details of Lectures, Seminars, Tutorials, Practical handled

Aca. Year (Specify)	No. of hours allotted for		No. of hours taken (per week)	No. of days Leave taken* Per semester	No. of extra classes taken Per semester
2016-17 (odd)	Lectures	UG		(18 hrs workload – 25 points. Points to be calculated in proportion to the workload)	
		PG (workload to be counted if the number per class is minimum of 5)			
	Tutorials/ Counseling/seminars/case study discussion (1hr per week per staff per subject)				
	Lab Practicals Demo and guidance Sessions (1 hr per practical per week per staff)				
	UG/PG Project work guidance (1 hr and 1 1/2 hrs per project per week for UG and PG respectively)				(Quality of teaching, depth of knowledge, coverage of syllabus, maintenance of log book - 20)
	Ph.D Guidance	FT (4 per candidate subject to a max. of 8 hours per week)			
PT (2 per candidate subject to a max. of 6 hours per week)					

2016-17 /Odd	Student feed back in the class (position/ rank and score)	> 80%, / 10 points
	Pass percentage of the class and class average in the concerned subject (Subject wise)	> 80%, / 5points and above 6 Grade point > 80%, / 5 points
	No. of Projects works guided	-
	No. of Lab based/ Internship records guided/ Observation notes designed	-
	No. of subjects handled (No. of students in each class)	-

* (Leave include CLs, OD, Medical Leave, C.off etc.)

Maximum score – 50

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

1.2 Details of contribution in imparting syllabus-oriented knowledge (like preparation of Instruction Manual / Lecture Notes / Learning materials / etc.) (Attach proofs)

Nature of the Activity (Mention Yes/No)	2016-17 (odd)
Lesson Plans Prepared	
Course Materials prepared	
Suggested Readings Compiled (part of the lesson plan)	
Web Based Resources Complied (part of the lesson plan)	
Research papers and Reprints of case study Materials Circulated among student	
Documentation of steps involved in conducting experiments/ field studies/ Questionnaires/ Lab observation records, developed.	

(100 % compliance – 20 points)

1.3 Participatory and innovative teaching, learning methodologies, updation of subject content, course improvement, etc. (Proofs to be kept with the individuals)

Details of the Activity (Mention Yes / No)	2016-17 (odd)
Frequency of the Use of ICT in regular classes (if yes specify the number of times per semester usage) 2 points / each	
New Core/Elective courses floated by the department may be taken as credit for all the faculty 5	
Latest development incorporated in the syllabus 5	
Group discussion/ Quiz / Case discussion/ Role Plays/ Interactive Sessions developed 5	
Teaching through E-Resources / E-journals 5	
Discussion on recent Scientific Innovation 5	

Maximum score – 20

1.4 Details of examination-related duties discharged: (Proofs to be kept with the individuals)

Nature of Duty (in hours)	2016-17 (odd)
Academic and Exam related activities 10 / each	
Answer Sheet Evaluation including internal assessment test (No. of subjects) 5 / each subject	
Question Paper Setting (No. of Subjects) 5 / each subject	
Invigilation Duty (No. of Sessions in internal examination and End semester and total time in hrs) 10	
Evaluation of UG Project work (3 hrs per batch of examination)	

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Evaluation of PG Dissertation work	
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Maximum score – 25

CATEGORY – II: CO- Curricular, Extension and Professional Development related Activity

2.1 Student-based Co-curricular activities Nature of Duty (in hours)

Nature of Duty (in hours)		2016-17 (odd)
a. NSS Co-ordination	10 points	
b. Extension and Field activities through NSS	5 points	
c. Field based extension activities involving students	5 points	
d. Extension activities involving students through NGOs/ Science/ Technology clubs, Association	5 points	
e. Association in Leadership Camps/ Students Counseling activities/ Soft skill training/ Remedial Coaching/ UGC NET Coaching classes	5 points	
f. Lab to field experiments involving students	5 points	
g. Field based activities organized for professional development of students	5 points	
h. Conduct of survey on social problems involving students	5 points	
i. Association with conduct of Cultural activities involving students	5 points	
j. Association in Student Fine Arts Association / Cultural Clubs/ Poet Clubs/ Yoga etc.	5 points	
k. Counseling session for drug abuse/ mental depression / homesick students	5 points	
l. Association in Anti raging/ Anti drugs/ Aids Awareness Campaigns/ Blood donation/ Eye donation Campaigns etc.,	5 points	

Maximum score - 20

2.2 Contribution to Administration

Type of Activity	API	Position held / Contribution made
		2016-17 (odd)
Board of Management / Academic Council / Planning and monitoring committee/ Advisory committee/ IQAC/RAC	10 / each activity	
Dean / HOD	10 / each	
Board of Studies	5 / each	
Placement related activities	5 / each plac.	
Admission related activities	5 / each adm.	
Warden / Dy. Warden / Assistant Warden	5 / each	

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Type of Activity	Position held / Contribution made
	2016-17 (odd)
Organization of Refresher Course / Training Programme / Short-term courses –5 / each	
Association in College Sports/ Yoga/ Gym 5 / each	
Other academic or Institutional responsibilities if any (e.g Chief/ Deputy Superintendent of Exams, Chairman/ Member Question Paper Board/ Membership in other committees etc.) 5 / each	

Maximum score – 20

2.3 Professional Development Activities

Type of Activity	API	Number of Events/ Participation/ Membership with details
		2016-17 (odd)
International Seminar	2 / each	
National Seminar	1 / each	
International Conference / Workshops	2 / each	
National Conferences/ Workshops	1 / each	
International Training Courses	2 / each	
Membership in National Associations/ Professional bodies/ Advisory/ Planning Committees	1 / each	
Membership in International Associations/ Professional bodies/ Advisory/ Planning Committees	2 / each	
General / Popular Articles published (Nos.)	1 / each	
Journal referring/ peer reviewing/ editorial board	2 / each	
Jury/ Chairman of a Tech. Session in a conference	1 / each	
Membership in National Committees including selection Committee, advisory committees, etc.	2 / committee	

Maximum score – 20

CATEGORY - III: Research / Academic Contribution

3.1 Details of Research papers published (Proofs to be kept with the individuals)

3.1.1 Refereed Journals (throughout the career)

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Title of the Article	Author	Co-Authors	Name of the journal year Vol. No. & pp	Indexed in	Impact Factor as on 2011	Citation	API
							15 / publication

The API score for paper in refereed journal would be augmented as follows: (i) Scopus/Anna University list 1 indexed journals – by 5 points (ii) papers with impact factor between 1 and 2 by 10 points (iii) papers with impact factor between 2 and 5 by 15 points (iv) papers with impact factor between 5 and 10 by 25 points.

The API for joint publication will have to be calculated in the following manner. Of the total score for the relevant category of publication by the concerned teacher, the first/principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

3. 1.2 Non-refereed journals with ISSN / ISBN (throughout the career)

Title of the Article	Author	Co-Author(s)	Name of the journal Vol. No. & pp	International / National	ISBN/ ISSN	API
						10 /Publication

3. 1.3 Full paper published in the proceedings of Conference / Seminars / Symposia, etc (throughout the career)

Title of the Article	Author	Co-Author(s)	Name of the Programme	Organiser	Date	ISBN/ ISSN if any	API
							10 /Publication

3.2 Text or reference books by international/National publishers (Proofs to be kept with the individuals) (throughout the career)

Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	Category specification (Int/Nat/local)	ISBN/ ISSN	API
						50/sole author; 10/chapter in an edited book by International publishers with ISBN/ISSN 25/sole author; 5/chapter in an edited book by National publishers with ISBN/ISSN

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

						15/sole author; 3/chapter in an edited book by National publishers with ISBN/ISSN
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3.3 Details of Major / Minor Research Projects (Proofs to be kept with the individuals)

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going / sanctioned	Project Type: Research/ Consultancy/ Action Research/ Conference grant
			From	To		

Minor projects (amount mobilized with grants above Rs.25,000 up to Rs. 3 lakhs) – 10 / each project.
 Major projects (amount mobilized with grants above Rs.3 lakhs up to Rs. 10 lakhs) – 15 / each project.
 Major projects (amount mobilized with grants above 10 lakhs) – 15 / each project up to Rs 10 lakhs + one point can be added for every additional 1 lakh above 10 lakhs
 This is valid for ongoing/completed projects

For Patents filed – 30 / each national level patent and 50 / each International patent

3.4 Research Guidance (Proofs to be kept with the individuals)

3.4.1 Details of Ph.Ds Awarded / submitted / Guiding

Name of the Scholar	Title of the Thesis	Submitted	Awarded	Month and Year	Name of the University	Guiding

Ph.D Degree awarded – 10 /each candidate; thesis submitted – 7 / each candidate; guiding full time scholar – 5 / each candidate; guiding part time scholars – 3 / each candidate.

3.5 Training courses and conferences / Seminars / Workshop attended (2016-17 odd)

Event	Organizer / Place	Period / Duration
Refresher Courses / Training programmes		
Methodology workshop		
Conferences / Seminars / Workshops		

Internal Quality Assurance Cell
PSN College of Engineering and Technology
Melathediyoor – 627 152

Teaching-learning-evaluation programme		
Soft skill development		
Faculty Development programme		

For every training courses/FDP conducted by CLT/ International Conference/Seminars/workshops attended – 10 / each
 For every national conference/seminars/workshops – 5 / each

3.6 Details of papers presented in Seminars / Conferences, etc., which are not covered under Category III A. (Attach proofs)

Title of the Article	Author	Co-Author(s)	Name of the Programme	Organiser	Date	Level: International/ National/ Regional/ Local

International – 10 /each; National – 7.5 / each; Regional/State – 5 /each; local – 3 / each
 If a paper presented in Conference/Seminar is published in the form of proceedings, the points would accrue for the publication 3.1.3 and not under presentation 3.6

3.7 Details of invited lectures / presentations in Conferences / Seminars, etc.

Name of the Programme	Organiser of the programme	Level: International/ National	Topic	Date

International level – 10 / each; National level – 5 / each

4. Any other academic/administrative/research/ Extension related activities not covered in the above may be stated

Declaration

I _____, hereby declare that the particulars furnished above are true to my knowledge.

Place:
Date:

SIGNATURE OF THE FACULTY