GLOBAL

INSTITUTE OF ENGINEERING AND TECHNOLOGY

No. 257 / 1, Bangalore-Chennai Highway, Melvisharam, Ranipet District.

1. NAME OF THE INSTITUTION
   (Address including, Mobile, Telephone, email)
   GLOBAL INSTITUTE OF ENGINEERING AND TECHNOLOGY
   No. 257/1, Bangalore-Chennai Highway, Melvisharam,
   Ranipet District. PIN: 632 509.

2. NAME AND ADDRESS OF THE TRUST/ SOCIETY, COMPANY AND THE TRUSTEES
   (Address including, Telephone, Mobile, email)
   PRASAD EDUCATIONAL TRUST
   No. 09, I Floor, Selvavinayagar Koil Street,
   Thirunagar, Katpadi, Vellore District. PIN: 632 006.

3. NAME AND ADDRESS OF THE VICE CHANCELLOR/ PRINCIPAL/ DIRECTOR
   (Address including, Telephone, Mobile, email)

   Dr. R. RAMESH
   Principal
   Global Institute of Engineering and Technology
   No. 257/1, Bangalore-Chennai Highway, Melvisharam,
   Ranipet District. PIN 632 509.

4. NAME OF THE AFFILIATING UNIVERSITY
   ANNA UNIVERSITY,
   Guindy, Chennai 600 025.

5. GOVERNANCE

5.1   Members of the Board and their brief background

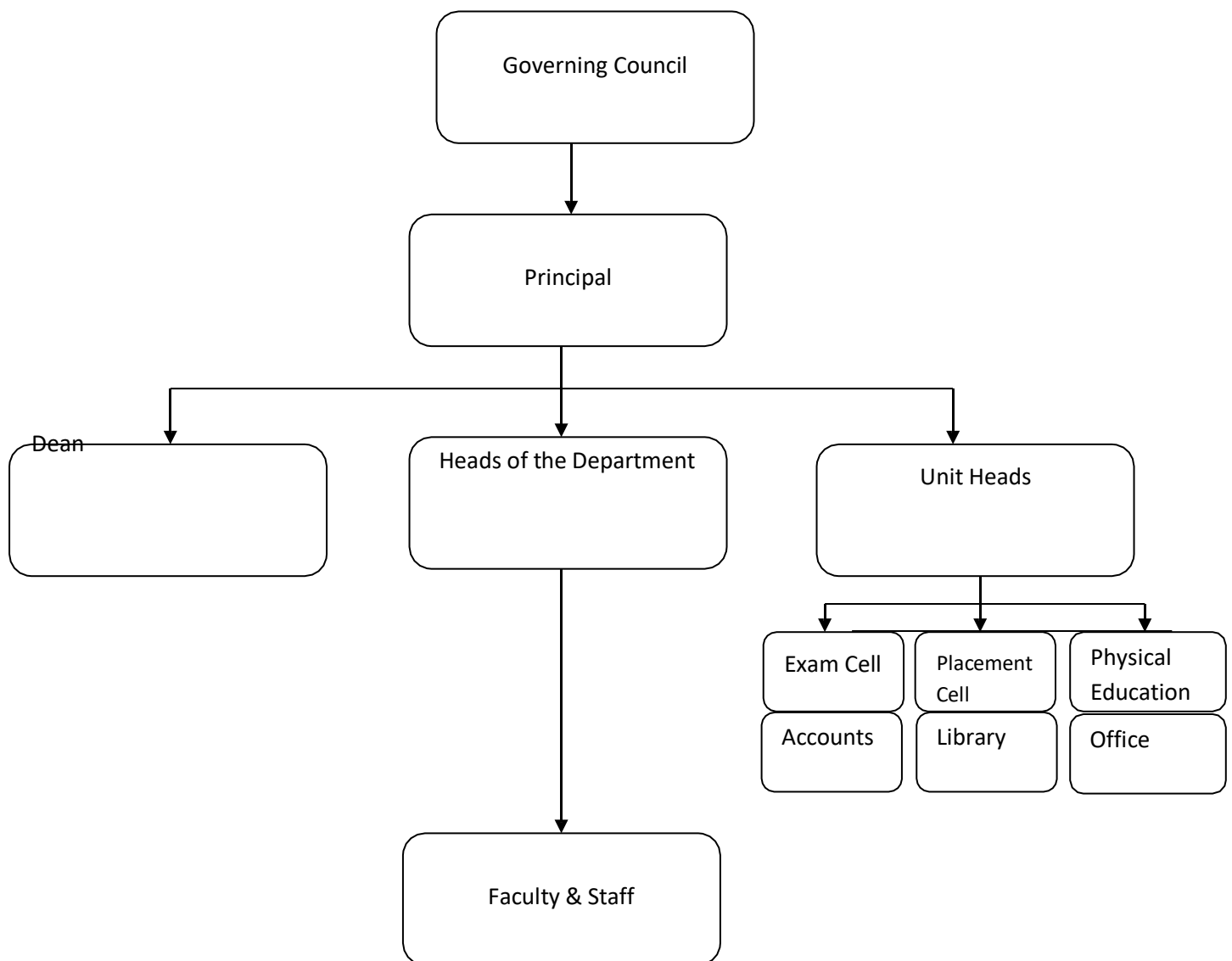| S.No	Members	Position	Present Designation/ Occupation
1	Mrs. Hemavathy Prasad	Chairperson	Chairperson cum Managing Trustee Prasad Educational Trsut
2	Mr. V. Ramaprasad	Member	Member, Trustee Prasad Educational Trust
3	Dr. V Suhas Swaroop	Member	Member, Trustee Prasad Educational Trust
4	Dr. N. Manoharan	Member Secretary	Member Secretary, Educationist
5	Dr. R. Anandan	Member	Member, Educationist

5.2   Members of Academic Advisory Body

S.No	Name of the Members	Position
1	MRS. DAPHNEY JOANN J	HOD/ IT.
2	Mr. A S Vijay Vikram	HOD/ Dept. of Civil Engg.
3	DR. UDAYA SURIYA RAJ KUMAR	HOD/ Dept. of CSE
4	Mr. S. Sengottaian	HOD/ Dept. of EEE
5	Dr. S. Chandru	HOD/ Dept. of ECE
6	Mr. R. Prakasam	HOD/ Dept. of Mechanical Engg. & Automobile Engg.

Frequently of Board Meeting and Academic Advisory Body

Board Meeting   : Once in a 6 months in a year.

Academic Advisory Body Meeting   : Once in month

5.3   Organization Char and Process

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                        ┌─────────────────────┐
                        │  Governing Council  │
                        └─────────────────────┘
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                        ┌─────────────────────┐
                        │      Principal      │
                        └─────────────────────┘
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        ▼                          ▼                           ▼
  Dean                    ┌───────────────────┐      ┌───────────────────┐
  ┌───────────────┐       │ Heads of the      │      │    Unit Heads     │
  │               │       │ Department        │      │                   │
  │               │       └───────────────────┘      └───────────────────┘
  └───────────────┘                │                           │
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                        │  Faculty & Staff  │  │Exam Cell││Placement ││ Physical   │
                        │                   │  │        ││Cell      ││ Education   │
                        └───────────────────┘  ├────────┤ ├──────────┤ ├────────────┤
                                               │Accounts││ Library  ││ Office     │
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5.5   Nature and Extent of involvement of Faculty and students in academic affairs/improvements

The faculty prepares notes of lessons, schedules to monitor the progress and review them at intervals. The College has regular staff meetings before starting the semester to keep the staff updated about changes and developments of the institute.

The Departmental meeting is conducted every week to discuss the progress and difficulties faced by the faculty members.

The Principal conducts HOD's meeting to discuss the departmental progress, difficulties and suggestion for improvement are framed.

Most of the decisions are taken only after consultation with the staff during staff meeting and feedback from the students.

The college has constituted an alumni Association with a Professor In-Charge. The association organizes meetings and has regular formal and informal interactions wherein any alumni are free to give their suggestions.

Parents of any student are allowed to meet the Class Incharge, Head of the Department and Principal on any day of the week at any time to make any suggestions or complaints. In addition to this value added courses are included. Weaker students are identified and constantly given extra coaching. A continuous feedback from students through Class committees are positively received and acted upon.

The Management and Academic Leadership of the Institution do hereby give performance assurance to all stakeholders' viz. parents, students, employers and the community. Our commitment and dedication is built into our policy of continual quality improvement by establishing and implementing mechanisms and modalities for ensuring accountability at all levels, transparency in procedures and access to information.

In order to achieve the quality policy statement the institution is administered by the governing bodies and the academic council. The governing body meets periodically once in 6 months to advise the Principal in both academic and administration. The chairperson is the chairman of the governing body. The powers are decentralized and everyone from the top management to the bottom level is accountable for everyone's work. The board of academic council meets once in a month and draws the academic plans of the institution.

The personal interaction of the Principal with various stakeholders, the faculty, the non-teaching staff, the students, the parents / guardians play an important role in improving quality of the Institution. The participatory role of the management encourages and sustains the involvement of the college staff, which is necessary for the efficient and effective running of the College.

5.7   Student Feedback on Institutional Governance/ Faculty performance

The Heads of the Departments conduct class committee meeting to know the progress of teaching and collects feedbacks on each subject.

Oral and written feedbacks are obtained from the students.

The institution has a feedback system to evaluate the teachers by students. At the end of each semester, the feedback from students is obtained by issuing printed questionnaires relating to all subjects. In this feedback, questions regarding performance of the teachers are sought.

Their feedback is analyzed by the concerned HOD. Based on assessment of performance, HOD gives necessary directions for the improvement in the teaching methods. Principal also monitors the feedback system and takes appropriate corrective actions.

All the faculty members are required to submit self appraisal report every semester in the prescribed format.

TEC has evolved a standard method of evaluating the teaching research and administrative activities of the faculty. The information furnished by the faculty member will be analyzed by the HOD, Principal and the score sheet of each faculty member is submitted to the Academic Audit Cell.

The students feedback concerned to academic activities are discussed and resolved in   the College Academic Committee meeting.
The feedback concerned to the extracurricular activities or transport facilities, campus cleanliness and hygiene or canteen facilities or security they are resolved after discussing with the concerned committees.

The student's feedback is one of the factors that analyses the teaching efficiency of the faculty members, thus seriously and necessary steps are taken.

5.8   Grievance Redressal mechanism for Faculty, staff and students

The College operates a Grievance Cell; the grievances received are discussed with the members of the Cell to frame suitable measures to solve it. The cell handles matters in academics, hostel accommodation, health services, library, transportation and other central services of the college. The cell encourages the students to convey their grievances

freely and frankly. A Complaint Box has been installed in the campus and the hostel; the grievances received are handled in an amicable manner to solve it. The cell also handles grievance of teaching and non-teaching staff members. The grievances concerned to the policy matters are discussed with the Management and they are addressed immediately.

5.9 Establishment of Anti Ragging Committee

Based on the Guidelines issued by the UGC and circular communicated by the Registrar, Anna University, Chennai, the following Anti-Ragging committee is established to prevent ragging in the campus,

Name	Present Designation /	Category
Dr. V. Natarajan	Principal	Chairman
Dr. R. Anandhan	Official of NGO	Member
Mr. Bagyanathan	Revenue Department	Member
Mr. Hussain	Police Inspector	Member
Mr. S. Thangarajan	Accountant	Member
Mr. J. Thiyagarajan	Manager	Member
S. Jeyachandran	Student	Representative of Students
V. Jayasri	Student	Representative of Students
Anti Ragging Squad		
Dr. S. Sengottaiyan	Head of the Department	Member
Mr. Prakasam	Head of the Department	Member
Mr. M. Senthil Kumar	Assistant Professor	Member
Mr. D. Mohan	Assistant Professor	Member

5.10   Establishment of Online Grievance Redressal Mechanism & Establishment of Grievance

Redressal   Committee   in   the   Institution   and Appointment
OMBUDSMAN   by   the University

Based on the Guidelines issued by the AICTE & a letter communicated by the Registrar, Anna University, Chennai, Grievance Redressal Committee is re-constituted to rectify Grievances in the College.

<u>Grievance Redressal Committee</u>

1. Dr. V.Natarajan   -   Chairman
2. Ms. P. Subashini   -   Member
3. Mr. D. Mohan   -   Members

Objective:

While imparting professional education, we take utmost care that students, faculty, alumni parents and other staff members feel the comfort in the campus.

The   Grievance   Redressal   Committee   efficiently addresses general   grievances regarding academic and non academic matters. The Committee redresses the grievances at individual and class level and grievances of common interest

Besides there is an exclusive mechanism to address the issues relating to women and their grievances. Women lodge the complaint and get their problem solved on the campus, as per guidelines of AICTE.

Advising All the Students to refrain from inciting Students against other Students, Teachers and College administration.

The Grievance Redressal Committee consists of a senior professor as coordinator and three members.

To ensure stakeholders to respect the rights and dignity of one another.

Functions:

The cases will be attended promptly on receipt of written grievances from the students

The cell formally will review all cases and will act accordingly as per the Management policy.

The Grievance Redressal Committee will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint:

The students may feel free to put up a grievances in website.

The Grievance Redressal Committee will assure that the grievance has been properly solved in a stipulated time limit provided by the cell and also ensures that it will be

treated with confidentiality.

Standard operating procedure guidelines (SOPG)

Any student or parents or staff member wants to initiate a grievance may in the first instance bring the issue to the notice of the Head of the respective department, who will address the issue and try to resolve it within 7 working days of the receipt of the grievance.

If, there is no response within the stipulated time from the respective department or grievant is dissatisfied with response/resolution to his/her grievance, then the grievant is free to represent his/her grievance to the Institute Grievance Redressal Committee.

If, the grievance is against the respective Head of department, then the grievant may directly submit his/her grievance in writing or submit in person at the Grievance Redressal Committee, to the Officer-In-Charge of Grievance Redressal Cell.

SCRUTINY PROCEDURE:

Grievance Redressal Committee will make a thorough review of the redressal process.

In case the committee feels satisfied with the resolution provided by the respective department/individual, then it will intimate the same to the grievant. Once the grievant indicates acceptance of the resolution at this level, then the matter is deemed closed. If not satisfied the following procedure is undergone.

CALL FOR HEARING

If the Grievance Redressal Committee is not satisfied with the resolution provided by the respective department/individual or upon the Grievant's written request, the committee shall fix a date for hearing, and intimate the same to the respective department/individual as well as the grievant via e-mail. If, at the conclusion of the hearing, the committee feels that additional information, testimony is necessary to make a decision, it may request that the parties submit such additional information. In this event, the hearing will remain open until receipt of the requested documents(s).

INVESTIGATION

If a resolution is not achieved through hearing, then it will take necessary steps to conduct an investigation (fair and impartial investigation) of the facts giving rise to the grievance as it determines necessary to reach a conclusion on the merits of the grievance application. Grievance Redressal Committee will have the right to interview witnesses, if it determines necessary and/or helpful to the investigation including those recommended by a party to the grievance.

FINAL DECISION

After the hearing or investigation the Grievance Redressal Committee shall use its best efforts to work out a resolution of the issues involved with the parties named in the grievance application – pass an order indicating the reasons for such order, as may be deemed fit.

INTIMATION ABOUT THE COMMITTEE's DECISION

Upon completion of proceedings, the Grievance Redressal Committee shall communicate the final decision to both parties via email, which shall be binding on both the parties.

CLOSURE/CONCLUSION OF COMPLAINT

The complaint shall be considered as disposed off and closed when:

The grievant has indicated the acceptance of the resolution;

The grievant has not responded within four weeks from the date of receipt of information on resolution

The proceeding concerning each grievance will be recorded in a systematic manner.

The information relating to the proceedings shall be treated as confidential and can be viewed only by the members of Grievance Redressal Committee, for the purpose of investigation.

5.11 Establishment of Internal Complaint Committee (ICC)

Based on the guidelines the Internal Complaint Committee (ICC) has been constituted

S.No	Name	Designation	Category
1	Dr.V. Natarajan	Principal	Chairperson
2	Mr. R. Prakasam	HOD / MECH	Member
3	Dr.S.Sengottaian	HOD / EEE	Member
4	Dr. Madhanraj R	HOD/ H & S	Member
4	Mr. J. Thiyagarajan	Manager	Member
5	P.Prabhu	Student	Representative of Students
6	M.Jeevitha	Student	Representative of Students

5.12 Establishment of Committee for SC / ST

S.No.	Name the	Present Designation	Category
1	Dr. V. Natarajan	Principal	Chairman
2	Dr. S. Sengottaian	HOD / EEE	Member
3	Dr. A.S. Vijay Vikram	HOD / CIVIL	Member
4	Mrs.V.Manju	Assistant Professor	Member
5	Mrs.S.Madhumathi	Assistant Professor	Member
6	Mr. M.Srinath	Representative of Students	Member
7	Mr.J.P. Rajesh	Representative of	Member

6. Programmes

Name of Programmes approved by AICTE

Engineering and Technology

Total number of Courses: UG: 09,   PG 04

S.No	Name of the Course
1	B.E., AUTOMOBILE ENGINEERING
2	B.E., CIVIL ENGINEERING
3	B.E., COMPUTER SCIENCE AND ENGINEERING
4	B.E ELECTRICAL AND ELECTRONICS ENGINEERING
5	B.E., ELECTRONICS AND COMMUNICATION ENGINEERING
6	B.E., MECHANICAL ENGINEERING
7	B.TECH., INFORMATION TECHNOLOGY
8	B.TECH., ARTIFICIAL INTELLIGENCE AND DATA SCIENCE
9	B.TECH., ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING
10	M.E., APPLIED ELECTRONICS
11	M.E., CAD/ CAM
12	M.E., COMPUTER SCIENCE AND ENGINEERING
13	M.E., STRUCTURAL ENGINEERING

Status of Accreditation – Preliminary

Name of the Course with Intake and duration:

S.No	NAME OF THE COURSE	NO, OF SEATS	DURATION
1	B.E., AUTOMOBILE ENGINEERING	30	4 YEARS
2	B.E., CIVIL ENGINEERING	30	4 YEARS
3	B.E., COMPUTER SCIENCE AND ENGINEERING	90	4 YEARS
4	B.E ELECTRICAL AND ELECTRONICS ENGINEERING	30	4 YEARS
5	B.E., ELECTRONICS AND COMMUNICATION ENGINEERING	60	4 YEARS
6	B.E., MECHANICAL ENGINEERING	30	4 YEARS
7	B.TECH., INFORMATION TECHNOLOGY	90	4 YEARS
8	B.TECH., ARTIFICIAL INTELLIGENCE AND DATA SCIENCE	60	4 YEARS
9	B.TECH., ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING	30	4 YEARS
10	M.E., APPLIED ELECTRONICS	18	2 YEARS
11	M.E., CAD/ CAM	18	2 YEARS
12	M.E., COMPUTER SCIENCE AND ENGINEERING	18	2 YEARS
13	M.E., STRUCTURAL ENGINEERING	24	2 YEARS

Fee

As per Govt. norms.

10. Admission

Number of seats sanctioned with the year of approval

S.No	NAME OF THE COURSE	No, OF SEATS	YEAR OF APPROVAL
1	B.E., AUTOMOBILE ENGINEERING	30	2011
2	B.E., CIVIL ENGINEERING	30	2010
3	B.E., COMPUTER SCIENCE AND ENGINEERING	60	2009
4	B.E ELECTRICAL AND ELECTRONICS ENGINEERING	30	2009
5	B.E., ELECTRONICS AND COMMUNICATION ENGINEERING	60	2009
6	B.E., MECHANICAL ENGINEERING	60	2009
7	B.TECH., INFORMATION TECHNOLOGY	60	2012
8	B.TECH., ARTIFICIAL INTELLIGENCE AND DATA SCIENCE	60	2023
9	B.TECH., ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING	30	2024
10	M.E., APPLIED ELECTRONICS	18	2014
11	M.E., CAD/ CAM	18	2014
12	M.E., COMPUTER SCIENCE AND ENGINEERING	18	2015
13	M.E., STRUCTURAL ENGINEERING	24	2015

Number of Students admitted under each year in the last three years

S.No	NAME OF THE COURSE	2023-24	2022-23	2020-21
1	B.E., AUTOMOBILE ENGINEERING	4	07	01
2	B.E., CIVIL ENGINEERING	2	0	7
3	B.E., COMPUTER SCIENCE AND ENGINEERING	85	75	47
4	B.E ELECTRICAL AND ELECTRONICS ENGINEERING	7	24	04
5	B.E., ELECTRONICS AND COMMUNICATION ENGINEERING	47	45	24
6	B.E., MECHANICAL ENGINEERING	8	17	16
7	B.TECH., INFORMATION TECHNOLOGY	86	84	39
8	B.TECH., ARTIFICIAL INTELLIGENCE AND DATA SCIENCE	27	0	0
9	M.E., APPLIED ELECTRONICS	1	1	02
10	M.E., CAD/ CAM	0	3	03
11	M.E., COMPUTER SCIENCE AND ENGINEERING	6	6	05
12	M.E., STRUCTURAL ENGINEERING	10	23	07

11.   Admission Procedure

As per TNEA Counselling norms for Government Quota admission and Consortium of Self Financing Engineering Colleges norms for Management Quota Admissions.

12.   Criteria and Weightages for Admission

Describe each criterian with its respective weightages i.e. Admission Test, marks in qualifying examination etc.

Mention the minimum level of acceptance, if any

Mention the cut-off levels of percentage and percentile score of the candidates in the admission test for the last three years

Display marks scored in Test etc. and in aggregate for all candidates who were admitted

13.   List of Applicants

List of candidate whose applications have been received along with percentile/percentage score for each of the qualifying examination in

separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats

14. Results of Admission Under Management seats/Vacant seats

Composition of selection team for admission under Management Quota with the brief profile of members (This information be made available in the public domain after the admission process is over)

Score of the individual candidate admitted arranged in order or merit

List of candidate who have been offered admission

Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate

List of the candidate who joined within the date, vacancy position in each category before operation of waiting list

15. Information of Infrastructure and Other Resources Available

Number of Class Rooms and size of each

Number of Tutorial rooms and size of each

Number of Laboratories and size of each

Number of Drawing Halls with capacity of each

Number of Computer Centres with capacity of each

Central Examination Facility, Number of rooms and capacity of each

Barrier Free Built Environment for disabled and elderly persons

Occupancy Certificate

Fire and Safety Certificate

Hostel Facilities

Library

Number of Library books/ Titles/ Journals available (program-wise)

Engineering & Technology

Books

S.No	Particulars	
1	Total no. of Volumes available	25,300 nos.
2	No. of Titles available	5,750 nos.

Journal

S.No	Particulars	
1	Total no. of Journals available	72 nos.

Laboratory and Workshop

List of Major Equipment/Facilities in each Laboratory/ Workshop

List of Experimental Setup in each Laboratory/ Workshop

Computing Facilities

Internet Bandwidth

Number and configuration of System

Total number of system connected by LAN

Total number of system connected by WAN

Major software packages available

Special purpose facilities available

Innovation Cell

Social Media Cell

Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments

List of facilities available

Games and Sports Facilities

Extra-Curricular Activities

Soft Skill Development Facilities

Teaching Learning Process

Curricula and syllabus for each of the programmes as approved by the University

Academic Calendar of the University

Academic Time Table with the name of the Faculty members handling the Course

Teaching Load of each Faculty

Internal Continuous Evaluation System and place

Student's assessment of Faculty, System in place

For each Post Graduate Courses give the following:

Title of the Course

Curricula and Syllabi

Laboratory facilities exclusive to the Post Graduate Course

Special Purpose

Software, all design tools in case

Academic Calendar and frame work

16.   Enrollment of students in the last 3 years

17.   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 masters projects

Industry Linkage

MoUs with Industries (minimum 3)

18.   LoA and subsequent EoA till the current Academic Year

19.   Accounted audited statement for the last three years

20.   Best Practices adopted, if any

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