

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (PHASE - III)
Equity Action Plan Jan 2020 to Sept 2020

Name of Institute: 1.3 – Pondicherry Engineering College

Part A: For soft activities

| Sl. No. | Activity | Action to be taken | Coordinator from the institute | Executing agency | Date & duration | Frequency | Whether continuing from last action plan or new activity | Indicator to measure outcome (should be quantifiable) |
|----------------|--|---|---|-------------------------|--|--|---|--|
| 1. | To Identify weakness in all students and take remedial steps | Diagnostic tests conducted at the beginning to identify the slow learners (weak students) and remedial classes / tutorial classes will be conducted. | Class Advisor (CA) of every class | TEQIP, PEC | Jan.2020 to April 2020 and July 2020 to Sept. 2020 (5x 50 minutes) | Once in a week for all required courses. | Continued from last action plan | Pass percentage of slow learners |
| 2. | To improve language competency, soft skills and confidence levels | Model tests conducted for all the students and special tutorial like classes will be conducted for the students weak in communication and confidence. | Training and Placement Officer and HoD, Dept. of Humanities and Social Sciences (HSS) | TEQIP, PEC | Jan. 2020 to Sept. 2020 (50 minutes) | Once in a week | Continued from last action plan | At the end of semester, a test will be conducted to find the improvement |
| 3. | Institution to improve non-cognitive and | Workshop, Hands-on training, symposium will be conducted to | Training and Placement Officer and a team of faculty members with HoD | TEQIP, PEC | Jan. 2020 to Sept. 2020 | Once in a month | Continued from last action plan | At the end of semester, mock interview/ |

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| | soft skills through their wide use in curricula / project special skills training to students with priority to the weak students | bring out the slow learners talents. | of HSS Dept. | | | | | apitude tests will be conducted to find their improvement. |
| 4. | Give under-qualified teachers priority in opportunities to upgrade their domain knowledge | Faculties are encouraged to do on-line courses of their specialization offered by SWAYAM, NPTEL. | Dr. G. Nagarajan, Prof./ECE/ PEC Coordinator, Faculty Devt. | TEQIP, PEC | Jan. 2020 to Sept. 2020 | Throughout the year | Continued from last action plan | Percentage of courses attended by the faculty members. |
| 5. | Training of teachers in subject matter and pedagogy, particularly to improve performance of weak students | Training Needs Analysis (TNA) will be carried out to all the faculties and faculties are encouraged to do on-line courses of their domain offered by SWAYAM, NPTEL. | Dr. G. Nagarajan, Prof./ECE/ PEC Coordinator, Faculty Devt. | TEQIP, PEC | Phase-I: Jan. 2020 to May 2020 Phase-II: June 2020 to Sept. 2020 | Twice in a year. | Continued from last action plan | Percentage of courses attended by the faculty members. |
| 6. | Make campuses physically and socially gender friendly; especially provide | To train / motivate the women faculty and students to give more importance in their physical and mental health, and bring out their strengths and | Dr. Rajathi, Assoc.Prof. EEE/PEC, Convenor, Women Cell | Women Cell, PEC | Events like Women's day celebration (2 nd week of March, 2020) Walkathon (3 rd week of Sept. | As proposed in IDP and events conducted quarterly. | Continued from last action plan | Actions implemented as proposed in IDP. |

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| | adequate and suitable facilities to women students and faculty | take away their weakness. | | | 2020), Women Empowerment Programme (3 rd week of August 2020) and Yoga for Women (2 nd week of April 2020) and Intl. Yoga Day Celebration on 21 st June 2020 will be conducted. | | | |
| 7. | Hold innovation and knowledge sharing workshops yearly to improve knowledge sharing | All the Departments are encouraged to conduct Seminars / workshops / symposium to improve knowledge sharing | HoD, respective Depts. | TEQIP, PEC | Once in a semester | International Workshop is to be conducted in June 2020 | Continued from last action plan | Obtain participation certificates from the participants |
| 8. | Sharing information and knowledge about engineering courses and institutions | To organize camps in rural schools nearby UT of Puducherry. | HoD, respective Depts. Dr. Santhanalakshmi/ECE | TEQIP, PEC | During non instructional and vacation periods (May, June 2020) | Open House is to be conducted May-June 2020. | New activity | Obtain feedback from the schools undergone camps. |
| 9. | Provide appropriate | Necessary arrangements have | PEC Admn. and Hostel Warden | TEQIP, PEC | As required | Throughout the year | Continued from last | Verified by PEC Admn. |

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| | infrastructure for physically challenged students | been made to provide ramps, lifts, toilets and hostel facilities by College Admn. and Hotel Warden. | | | | | action plan | |
| 10. | Special efforts for training / internship / placement of weak students | All the weak students are encouraged to do internship and other training activities such as Group Discussion and HR, etc., which are mandatory in their Curriculum. | Training and Placement Officer and HoD, HSS | HoDs of respective Depts. | As mentioned in the class time table | Throughout the year | Continued from last action plan | Certificates from the authorities are to be obtained |
| 11. | A two tier grievance redress mechanism (GRM) | Institution level GRM established in concurrence with the State level GRM authorities. | Dr. G. F. Sudha, Convenor, Greivance Redressal Cell | TEQIP, PEC | As and when required by the students. | Throughout the year | Continued from last action plan | Issues will be resolved as and when required. |
| 12. | Ensure that institutional mechanisms to protect and address the needs and concerns of women students are established | In addition GRM cell, SHWW cell also functioning in the college to address other women's issues. | Dr. Rajathi, Assoc.Prof. EEE/PEC, Convenor, Women Cell and Dr. Santhi Baskaran, Prof./ IT, ICC for SHWW (Internal Complaints Committee for Sexual Harassment of Women at Workplace) | GRM cell and SHWW cell | As and when required by the students | Throughout the year | Continued from last action plan | Issues will be resolved as and when required. |
| 13. | Develop a standard model for tracking of student progress | A Class Advisor (CA) and Faculty Advisor (FA) assigned for every class to keep track of the students performance | In Coordination with Training and Placement Cell and Faculty Advisor of the respective departments, Career Counselling will be | One CA assigned per class and three FA assigned for 20-24 students group. | As per class time table | Jan. 2020 – Feb. 2020 and Mar. 2020 – Apr.2020 | New Activity | Obtain feedback from the Junior students and improvements will be made if |

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| | | | conducted for the students | | | | | required. |
| 14. | Peer learning groups of students | Peer Learning Groups have been constituted with team of Senior and Junior students under the guidance of FA. | A team of Senior Students along with Faculty Advisors | HoDs of respective Depts. | As per class time table | Throughout the year | Continued from last action plan | Obtain feedback from the Junior students and improvements will be made if required. |
| 15. | Appointing student mentors and faculty advisors for students | Volunteered and Technically skilled students will be identified as Student Mentors | Student Mentors will assist the Faculty Advisors to conduct special classes for all the junior students in placement, soft skill and technical skill development in coordination with their Alumni. | HoDs of respective Depts. | As per class time table | Throughout the year | Continued from last action plan | Obtain feedback from the Junior students and improvements will be made if required. |

Part B: For Minor Civil works

| Sl. No. | Activity | Coordinator from the institute | Executing agency | Date& duration | Indicator to measure outcome | Estimated Expenditure (Rs.) |
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| 1. | Minor modification in Staff Rooms of Chemical Engg. Dept. | Dr. G. Ramakrishna | PEC, Building Division | June 2020 (one month) | | 2.0 Lakhs |
| 2. | Modernization of Examination Wing | Dr. G. Ramakrishna | PEC, Building Division | July 2020 (one month) | | 2.0 Lakhs |