

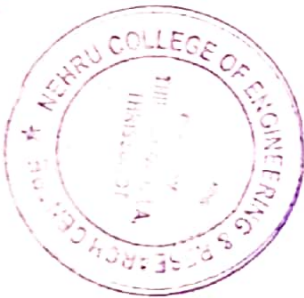


NEHRU COLLEGE OF ENGINEERING AND RESEARCH CENTRE
(NAAC Accredited)
(Approved by AICTE, Affiliated to APJ Abdul Kalam Technological University, Kerala)



6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

SL. NO.	DEPARTMENT	PAGE NO
1	AUTOMOBILE ENGINEERING	2
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Nehru College of
Engineering and Research Centre
Pampady, Thruvuvamala, Thrissur, Dt
Pin - 680 597, Kerala

INTERNAL AUDIT - 1 (Odd Semester) 2020-2021

Department to audit: Automobile Engineering

Audited by:

Dr. Sobha Manakkal

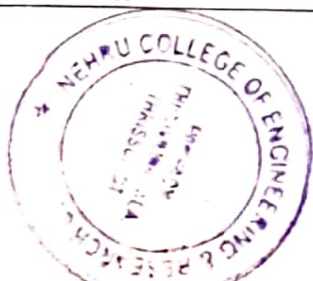
Mr. Rajesh P


Ms. Anitha P

Date: 21/10/2020

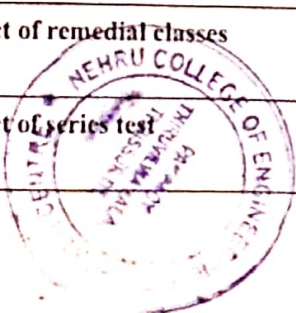
B.Tech


Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified	Minutes and action taken reports of course/class committees of UG are updated No PG Course
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	Verified	Minutes and action taken reports of advisory meetings are updated
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes		Need some updates in course files in attendance entry and series test result analysis.
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Verified	class-wise and individual faculty-wise time table are updated



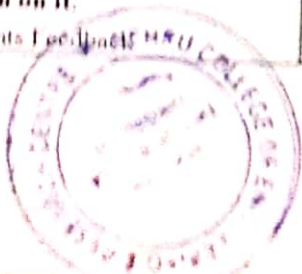

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 Nehru College of
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 10/10/2020 Thiruvananthapuram, India
 Ph: 0471 297 1434

Conduct of Tutorial Classes a. Verify the tutorial log book b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable. Sample tutorial book	No Tutorial Course.	
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum		Informed about the required updates
Syllabus coverage of practical course	Verified	S7- PRACTICAL- AU431 Conducting through Virtual lab. 50% completed
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Verified	Informed to update the practical's and viva marks in the course file
Equipment log registers, stock registers used in Laboratories	Verified	In lab
Conduct of Minor/Honours classes	No Minor/Honour Classes	
Conduct of remedial classes	Verified	All the registers are verified
Conduct of series test	Verified	updated in the course file




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Pin - 680 127, Kerala

<p>Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed from</p> <ul style="list-style-type: none"> a. Course file, project review records, outcome of projects such as papers published, patents, awards etc b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report d. sample fair report 	<p>Verified</p>	<p>IT-Tech-S7 AU451- O^{III} Review scheduled on 23/10/2020.</p>
<p>Mentoring details</p>	<p>Verified</p>	<p>All files are updated</p>
<p>Log book for summer and contact courses</p>	<p>Nil</p>	<p>Nil</p>
<p>Result Analysis of previous semester Performance of students in the previous semester</p> <ul style="list-style-type: none"> a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating 	<p>Verified</p>	<p>All the results are updated.</p>
<p>Details showing the conduct of remedial classes.</p> <ul style="list-style-type: none"> a. Check maintaining register for recording details of remedial classes b. Attendance of students 	<p>Verified</p>	<p>All the remedial class details are verified</p>
<p>Assessment of Outcomes</p> <ul style="list-style-type: none"> a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses 	<p>Nil</p>	<p>Nil</p>
<p>Details of faculty evaluation and action taken on it. Students Feedback</p>	<p>Completed</p>	<p>One set of feedback Updated</p>



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a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness		
Department library register showing volume and title of books, journals etc.	verified	All the files are updated
List of students reported having connectivity issues and measures taken	Nil	Nil
Platform used for LMS/Course materials and lectures uploaded	Verified	3 modules lecture notes, Recorded video classes link are uploaded in Google classroom.
NPTEL/SWAYAM course materials recommended	Nil	Nil
Register showing activity points	Verified	S7 to be updated- corrections in Mark given for activities.

Audited by

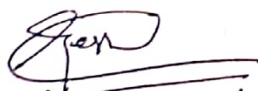
Name

Dr. SobhaManakkal

Signature



Mr. Rajesh P



Ms. Anitha P




Ch
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 Nehru College of
 Engineering and Research Centre
 P.O. P.O. Thiruvananthapuram, Kerala
 Pin - 690 527 Kerala

INTERNAL AUDIT - 1 (Odd Semester) 2020-2021

Department to audit: Automobile Engineering

Re-audited by:

Dr. Sobha Manakkal

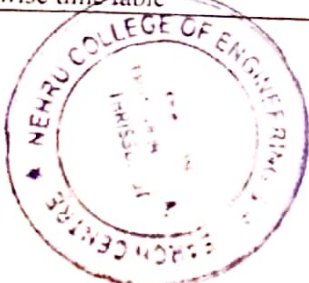
Mr. Rajesh P


Ms. Anitha P

Date: 27/10/2020

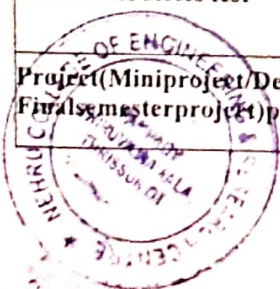
B.Tech

Key Aspects	Audit Remarks	Status of Correction
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Nil	NA
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	Nil	NA
Course File for all the courses a. Course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exam etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	Needed some updates in course files in attendance entry and series test result analysis.	Completed
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Nil	NA



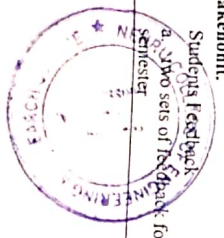

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 Pin - 690 590

Conduct of Tutorial Classes a. Verify the tutorial logbook b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable. Sample tutorial book	Nil	NA
Internal test question paper and sample answerscripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answersheets minimum	Updation needed in some files	Completed
Syllabus coverage of practical course	Nil	NA
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Updation needed in the practical's and viva marks in the course file	Completed
Equipment log registers, stock registers used in Laboratories	Nil	NA
Conduct of Minor/Honours classes	Nil	NA
Conduct of remedial classes	Nil	NA
Conduct of series test	Nil	NA
Project (Mini project/Design project/ Final semester project) progress review	B-Tech-S7 AU451- O th Review	Completed .



Ch P. K. K. K. K. K.
Netra College of Engineering and Research Centre
Pattambi, Thiruvananthapuram, Kerala
Pin - 686 597, Kerala

Final Reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report d. sample fair report	to be conducted.	
Mentoring details	Nil	NA
Log book for summer and contact courses	Nil	NA
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating	Nil	NA
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students	Nil	NA
Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses	Nil	NA
Details of faculty evaluation and action taken on it. Students Feedback a. 5 sets of Feedback for each semester	Nil	NA



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 Karnataka
 India

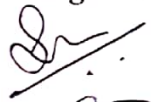
b. % of students participated c. corrective actions taken for improving teaching effectiveness		
Department library registers showing volume and title of books, journals etc.	Nil	NA
List of students reported having connectivity issues and measures taken	Nil	NA
Platform used for LMS/Course materials and lectures uploaded	Nil	NA
NPTEL/SWAYAM course materials recommended	Nil	NA
Register showing activity points	S7 to be updated- corrections in Mark given for activities.	Completed

Re-audited by

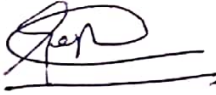
Name

Dr. Sobha Manakkal

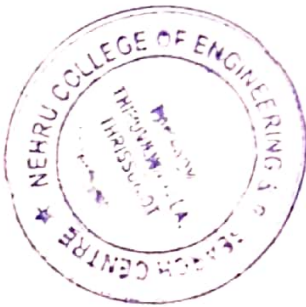
Signature



Mr. Rajesh P



Ms. Anitha P


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Nehru College of
Engineering and Research Centre
Panipady, Thiruvilwamala, Thiruvananthapuram Dt
Pin - 680 557 Kerala

INTERNAL AUDIT - 1 (Odd Semester) 2020-2021

Department to audit: Computer Science

Audited by:

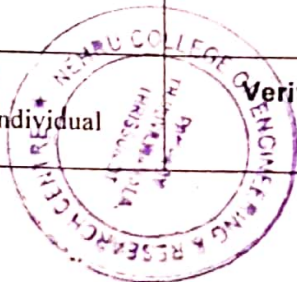
Ms. Neethu M

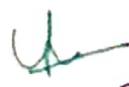
Mr. Saneesh A S

Mr. Arun Jose


B.Tech

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified	Minutes and action taken reports of course/class committees of UG are updated
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	Verified -	Minutes and action taken reports of advisory meetings are updated
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes		Need some updates in course files in series test result analysis.
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Verified	class-wise and individual faculty-wise time table are updated

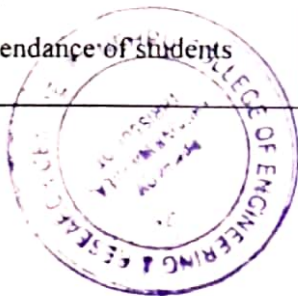




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 Thrissur, Kerala

Conduct of Tutorial Classes a. Verify the tutorial log book b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable. Sample tutorial book	Verified	Everything is updated Tutorials are updated in Google class room																										
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum		Informed about the required updates																										
Syllabus coverage of practical course	Verified	<table border="0"> <tr> <td>S3</td> <td></td> </tr> <tr> <td>PRACTICAL</td> <td>EXPERIMENTS</td> </tr> <tr> <td>CSN203</td> <td>5/12</td> </tr> <tr> <td>CSN201</td> <td>5/12</td> </tr> <tr> <td>S5</td> <td></td> </tr> <tr> <td>PRACTICAL</td> <td>EXPERIMENTS</td> </tr> <tr> <td>CS333-A</td> <td>4/12</td> </tr> <tr> <td>CS333-B</td> <td>4/12</td> </tr> <tr> <td>CS331-A</td> <td>3/12</td> </tr> <tr> <td>CS331-B</td> <td>3/12</td> </tr> <tr> <td>S7</td> <td></td> </tr> <tr> <td>PRACTICAL</td> <td>EXPERIMENTS</td> </tr> <tr> <td>CS431</td> <td>3/12</td> </tr> </table>	S3		PRACTICAL	EXPERIMENTS	CSN203	5/12	CSN201	5/12	S5		PRACTICAL	EXPERIMENTS	CS333-A	4/12	CS333-B	4/12	CS331-A	3/12	CS331-B	3/12	S7		PRACTICAL	EXPERIMENTS	CS431	3/12
S3																												
PRACTICAL	EXPERIMENTS																											
CSN203	5/12																											
CSN201	5/12																											
S5																												
PRACTICAL	EXPERIMENTS																											
CS333-A	4/12																											
CS333-B	4/12																											
CS331-A	3/12																											
CS331-B	3/12																											
S7																												
PRACTICAL	EXPERIMENTS																											
CS431	3/12																											
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Verified-not completed	Informed to update the practical's and viva marks in the course file																										
Equipment log registers, stock registers used in Laboratories	Verified	In lab																										


FRANK P. AL
Head of Department
Engineering and Research Centre
2020, Thiruvananthapuram - 695007, Kerala

Conduct of Minor/Honours classes	Verified	updated
Conduct of remedial classes	Verified	All the registers are verified
Conduct of series test	Verified	Not updated in the course file
Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report d. sample fair report	Verified	B-Tech S5 CS341-A CS341-B S7 CS451 O ^{HT} REVIEW O ^{HT} REVIEW O ^{HT} REVIEW
Mentoring details	Verified	All files are updated
Log book for summer and contact courses	NIL	NIL
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating	Verified	All the results except 8 th semester are updated.
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students	Verified	All the remedial class details are verified




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 Pin - 866 597 Kerala

Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses	NIL	NIL
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Completed	Status is with Principle Not updated in the file
Department library register showing volume and title of books, journals etc.	verified	All the files are updated
List of students reported having connectivity issues and measures taken	nil	nil
Platform used for LMS/Course materials and lectures uploaded	Verified	3 modules lecture notes are uploaded in Google classroom
NPTEL/SWAYAM course materials recommended	nil	nil
Register showing activity points	Verified	S7 and S5 register are updated S8 register is pending S3 registers are yet to be started

M.Tech/MBA/MCA

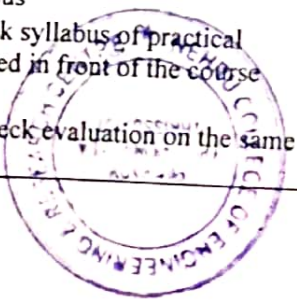
Branch :

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified	Minutes and action taken reports of course/class committees of PG are updated
Course File for all the courses c. course file for all courses (theory, practical, seminar, project, etc.) d. Examine course file for all necessary details such as	Verified	Updated

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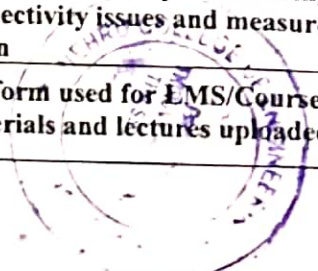
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147/50, Kalyani

<ul style="list-style-type: none"> (ix) Time slot of classes (x) Syllabus (xi) Course plan (xii) Details of assignments, tutorials (xiii) Attendance of students (xiv) Marks awarded for assignments, internal exams etc. (xv) Topics covered (xvi) Extra classes engaged <p>Maintenance of course folder</p> <p>a. The course folder shall contain</p> <ul style="list-style-type: none"> (vii) Course file (viii) Sample Assignments (ix) Sample Answer books of internal exams with QP (x) QP of end exams (xi) Statements of Internal Evaluation marks (xii) Module notes 		
<p>Schedule of Time Table</p> <p>a. Verify class-wise and individual faculty-wise time table</p>	Verified	All are kept in concern files
<p>Internal test question paper and sample answer scripts</p> <p>b. Assessment can be done based on the following</p> <ol style="list-style-type: none"> 1. punctuality of valuation 2. Question papers & scheme of evaluation <p>3 sample answer sheets minimum</p>	Pending	Pending
<p>Syllabus coverage of practical course</p>	No lab	No lab
<p>Laboratory manual, records and course file for all practical courses</p> <p>c. Verify course diary, course file, log book of equipment, work record of students (3 numbers).</p> <p>d. Assessment can be done based on</p> <ul style="list-style-type: none"> (vii) number of students in a batch (viii) time given for doing the experiment (ix) number of experiments conducted as per syllabus <p>(x) Check syllabus of practical class pasted in front of the course diary</p> <p>(xi) Check evaluation on the same date</p>	nil	nil



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 Thiruvananthapuram, Thiruvananthapuram Dt
 696 507 Kerala

(xii) Mark distribution details		
Conduct of series test	Verified	Series exams are already conducted and marks are updated in the course file
Project (Mini project/Seminar /Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report	Verified	0 th review is conducted for both project and seminar
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage	Verified	Already updated in result analysis file
Conduct of Thesis	Verified	Thesis of pass out students are verified and updated
Faculty with Ph.D for the program	3	3 faculties are already completed phd
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Completed	Status is with Principle Not updated in the file
Department library register showing volume and title of books, journals etc.	verified	All the files are updated
List of students reported having connectivity issues and measures taken	nil	nil
Platform used for LMS/Course materials and lectures uploaded	Verified	uploaded the materials in Google classroom



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Thiruvananthapuram
2024

Details of students attending MOOC or other online courses	nil	nil

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 P. O. Padinjattikulam, Thiruvananthapuram
 Dist. ERNACULAM



INTERNAL AUDIT - 1 (Odd Semester) 2020-2021

Department to audit: Computer Science

Audited by:

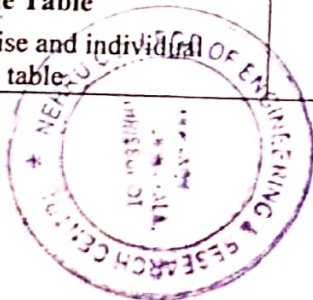
Ms. Neethu M


Mr. Saneesh A S

Mr. Arun Jose


B.Tech

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified	Minutes and action taken reports of course/class committees of UG are updated
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	Verified -	Minutes and action taken reports of advisory meetings are updated
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	Verified	Updated
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table.	Verified	class-wise and individual faculty-wise time table are updated

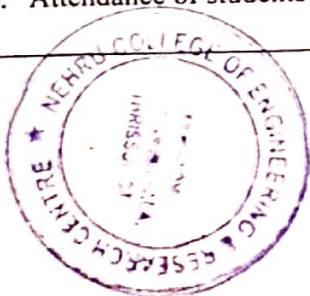



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 Thiruvananthapuram, Kerala

Conduct of Tutorial Classes a. Verify the tutorial log book b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable. Sample tutorial book	Verified	Everything is updated Tutorials are updated in Google class room																										
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	Verified	Updated.																										
Syllabus coverage of practical course	Verified	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">S3</td> <td style="width: 50%;"></td> </tr> <tr> <td>PRACTICAL</td> <td style="text-align: right;">EXPERIMENTS</td> </tr> <tr> <td>CSN203</td> <td style="text-align: right;">5/12</td> </tr> <tr> <td>CSN201</td> <td style="text-align: right;">5/12</td> </tr> <tr> <td>S5</td> <td></td> </tr> <tr> <td>PRACTICAL</td> <td style="text-align: right;">EXPERIMENTS</td> </tr> <tr> <td>CS333-A</td> <td style="text-align: right;">4/12</td> </tr> <tr> <td>CS333-B</td> <td style="text-align: right;">4/12</td> </tr> <tr> <td>CS331-A</td> <td style="text-align: right;">3/12</td> </tr> <tr> <td>CS331-B</td> <td style="text-align: right;">3/12</td> </tr> <tr> <td>S7</td> <td></td> </tr> <tr> <td>PRACTICAL</td> <td style="text-align: right;">EXPERIMENTS</td> </tr> <tr> <td>CS431</td> <td style="text-align: right;">3/12</td> </tr> </table>	S3		PRACTICAL	EXPERIMENTS	CSN203	5/12	CSN201	5/12	S5		PRACTICAL	EXPERIMENTS	CS333-A	4/12	CS333-B	4/12	CS331-A	3/12	CS331-B	3/12	S7		PRACTICAL	EXPERIMENTS	CS431	3/12
S3																												
PRACTICAL	EXPERIMENTS																											
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PRACTICAL	EXPERIMENTS																											
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CS333-B	4/12																											
CS331-A	3/12																											
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PRACTICAL	EXPERIMENTS																											
CS431	3/12																											
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Verified	Updated.																										
Equipment log registers, stock registers used in Laboratories	Verified	In lab																										


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Conduct of Minor/Honours classes	Verified	updated
Conduct of remedial classes	Verified	All the registers are verified
Conduct of series test	Verified	Series test result analysis are Updated in the course file.
<p>Project (Mini project/Design project/Final semester project) progress review reports.</p> <p>Quality & Progress of projects Can be assessed from</p> <ol style="list-style-type: none"> Course file, project review records, outcome of projects such as papers published, patents, awards etc. project team maximum of 5 includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report sample fair report 	Verified	<p>B-Tech S5 CS341-A CS341-B S7 CS451</p> <p>O^{HT} REVIEW O^{HT} REVIEW O^{HT} REVIEW</p>
Mentoring details	Verified	All files are updated
Log book for summer and contact courses	NIL	NIL
<p>Result Analysis of previous semester</p> <p>Performance of students in the previous semester</p> <ol style="list-style-type: none"> Update with revaluation results subject wise and overall pass percentage check green card updating 	Verified	All the results are updated.
<p>Details showing the conduct of remedial classes.</p> <ol style="list-style-type: none"> Check maintaining register for recording details of remedial classes Attendance of students 	Verified	All the remedial class details are verified



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Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses	NIL	NIL
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Completed	Still the Status is with Principle Not updated in the file
Department library register showing volume and title of books, journals etc.	verified	All the files are updated
List of students reported having connectivity issues and measures taken	nil	nil
Platform used for LMS/Course materials and lectures uploaded	Verified	3 modules lecture notes are uploaded in Google classroom
NPTEL/SWAYAM course materials recommended	nil	nil
Register showing activity points	Verified	S7 and S5 register are updated S8 register is pending S3 registers are yet to be started

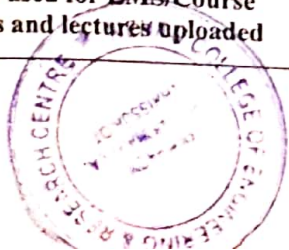
M.Tech/MBA/MCA

Branch :

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified	Minutes and action taken reports of course/class committees of PG are updated
Course File for all the courses c. course file for all courses (theory, practical, seminar, project, etc.) d. Examine course file for all necessary details such as	Verified	Updated

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(xii) Mark distribution details		
Conduct of series test	Verified	Series exams are already conducted and marks are updated in the course file
Project (Mini project/Seminar Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report	Verified	0 th review is conducted for both project and seminar
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage	Verified	Already updated in result analysis file
Conduct of Thesis	Verified	Thesis of pass out students are verified and updated
Faculty with Ph.D for the program	3	3 faculties are already completed phd
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Completed	Still the Status is with Principle Not updated in the file
Department library register showing volume and title of books, journals etc.	verified	All the files are updated
List of students reported having connectivity issues and measures taken	nil	nil
Platform used for LMS/Course materials and lectures uploaded	Verified	uploaded the materials in Google classroom



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Details of students attending AICTE
At other various centers

Nil

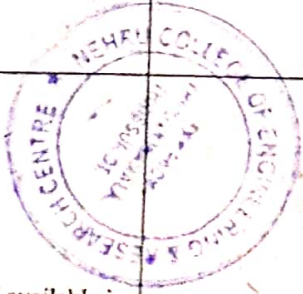
Nil



CA
F. NO. 100/2019
Date: 10/10/2019
Principal, Government College,
Bangalore

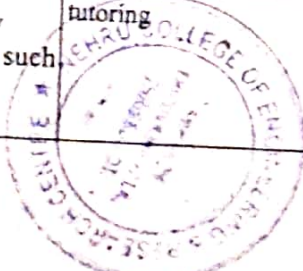
B.Tech

Branch: ELECTRONICS AND COMMUNICATION ENGINEERING

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified and found to be in order and as per the schedule	The class committee meetings of B.Tech S3, S5 and M.Tech S3 were conducted on S3-09/12/20, S5-08/12/20. Total members-S5- 7 members S3- 8 members M.Tech S3- 3 members
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report		
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	Course File for all the courses a. Checked and found to be in order. b. (i) Checked (ii) Pasted in the course files (iii) Course plans written (iv) Assignment 1 given online through Google classroom. Tutorial details in register (v) Available (vi) Internal exams marks entered (vii) going as per schedule (viii) Details entered in course file Maintenance of course folder a. (i,iv,vi) Available (ii),(iii) Not available since done online (v) Not available	Checked Course folder for EC301 ST1 conducted on 23/11/2020, answer scripts returned on 30/11/2020.
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Checked and found to be in order	
Conduct of Tutorial Classes a. Verify the tutorial log book b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per subject per week, mark tutorial hour	(a) Verified (b) S3-26,S5-24 (c) S3-26, S5-24 (d) 1 hour per week (e) Sample book not available(available in	

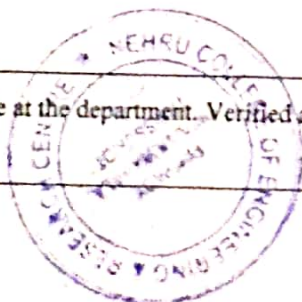
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
in the timetable. e. Sample tutorial book	Google class room)	
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	(a) Question paper as per bloom's taxonomy 1. Valuation completed within 7 days post exam 2. Available in the course folder 3. Not available as hard copy since exam conducted online.	Checked course folder for EC301
Syllabus coverage of practical course	Going as per the schedules. 100% completed for all labs	
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Manuals available in the laboratory. Course file for lab checked i,ii,iii,iv,v- checked and verified.	
Equipment log registers, stock registers used in Laboratories	Shown and verified	
Conduct of Minor/Honours classes	Checked	
Conduct of remedial classes	Checked and verified.	Remedial classes are going on. EC 301 , Date of remedial classes- 8/12/20,28/12/20,13/01/21,27/01/21
Conduct of series test	Conducted as per schedule.	
Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc.	(a) Checked. For EC341, second review scheduled on 02/12/2020. (b) Group consisting of 4 students (c) and (d) not available due to online tutoring	Final review yet to be completed



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B-108, 5th Floor, K. J. Somaiya Institute of Engineering and Information Technology, Vashi, Mumbai - 401 208


<ul style="list-style-type: none"> b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report d. sample fair report 		
Mentoring details	All details made available through register	One faculty assigned for each 8 students.
Log book for summer and contact courses	Verified	
Result Analysis of previous semester Performance of students in the previous semester <ul style="list-style-type: none"> a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating 	<ul style="list-style-type: none"> a. Updated in the file b. Updated c. green card updated 	
Details showing the conduct of remedial classes. <ul style="list-style-type: none"> a. Check maintaining register for recording details of remedial classes b. Attendance of students 	<ul style="list-style-type: none"> a. Checked and verified b. Available in remedial register 	Remedial classes are going on EC 301, Date of remedial classes - 8/12/20,28/12/20,13/01/21,27/01/21
Assessment of Outcomes <ul style="list-style-type: none"> a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses 	<ul style="list-style-type: none"> a. COs already available for S3. b. CO/PO attainment calculation not completed. 	
Details of faculty evaluation and action taken on it. <ul style="list-style-type: none"> Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness 	<ul style="list-style-type: none"> a. 2 feedback taken. b. 100% c. Being done. 	Feedback take through Google class room
Department library register showing volume and title of books, journals etc.	Available at the department. Verified and checked.	





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List of students reported having connectivity issues and measures taken	No issues	
Platform used for LMS/Course materials and lectures uploaded	Google classroom	
NPTEL/SWAYAM course materials recommended	No data available	
Register showing activity points	Verified . Register being updated.	

AUDITORS:

Mr. TEDY THOMAS 

Mr. SABARISH C S 

Mrs. ASWATHY VG 

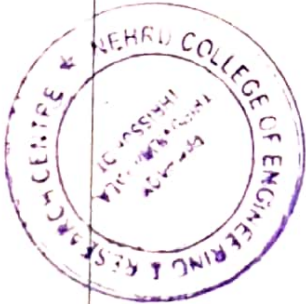



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 Pin - 690 597 Kerala

B.Tech

ELECTRICAL & ELECTRONICS ENGINEERING DEPARTMENT

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	AVAILABLE	The meetings has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes and 3 students from class were attended the meeting. S5 B TECH - (ON 24/9/20) S7 B TECH - (ON 25/9/20) S3 M TECH - (ON 25/9/20)
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	AVAILABLE	The meeting has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes and 3 students from class were attended the meeting. S3 B TECH - (ON 23/9/20)
Course File for all the courses a. Course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	AVAILABLE	<ol style="list-style-type: none"> 1. Time slot verified 2. Syllabus pasted 3. Course plan verified 4. First assignment completed. 3 questions from first three modules, each carries 10 marks, total 30 marks 5. Series test marks verified 6. Three modules completed 7. No extra classes needed 8. 3 sample assignments and series booklets are available 9. Series test 1 QP and scheme are available 10. Notes available
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	AVAILABLE	Verified time table with Webex id and password. Monday to Thursday – 8.30 am to 1.30 pm, Friday – 8.00 am to 12.30 pm, 5 hours per day with 50 minutes duration
Conduct of Tutorial Classes a. Verify the tutorial log book b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per	TUTORIAL REGISTER AVAILABLE	<ol style="list-style-type: none"> 1. Verified register 2. The number of Tutorial Classes for the subjects as follows:- EE 301 – 4 Hours EE 303 – 4 Hours



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subject per week, mark tutorial hour in the timetable. Sample tutorial book		EE 405 – 4 hours EET 203 – 4 Hours EE 201 – 5 Hours 3. One faculty for one class 4. Tutorial Hour marked in time table 5. Sample Tutorial Books Verified
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	AVAILABLE	1. All the faculties valued and submitted the Answer papers before 16-10-2020 2. Three sets of QP and scheme are available 3. Three sample answer sheets available
Syllabus coverage of practical course		
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	AVAILABLE	1. Verified course file 2. Virtual lab going on 3. Two periods in afternoon is allotted for practical classes from 2.30 pm to 4.00 pm 4. The number of experiments completed was written below:- EEL 201 (4/12 completed) EE 333 (3/12 completed) EE 431 (3/12 completed) 5. Syllabus pasted in Course File 6. Mark distribution of experiments as follows:- 60 marks for performance and 10 marks for viva for each experiment
Equipment log registers, stock registers used in Laboratories	REGISTER AVAILABLE	Stock and issue register are available and Verified
Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan.	AVAILABLE	1. Course files verified 2. S5 design project has 7 groups consist of minimum 2 members and maximum 4 members. Topics were selected and conducted Zeroth Review on 12/9/20 3. S7 seminar topic finalization was over by 26/9/2020 and presentation started. 4. S7 project has 6 groups consist of minimum 3 members and maximum 4 members. Zeroth review will be conducted on 16/10/2020

preparation of report d. sample fair report		
Mentoring details	REGISTER AVAILABLE	Verified the details. Students for one faculty
Log book for summer and contact courses	NIL	No summer classes and contact courses in the current semester
Result Analysis (UG/PG) Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating	AVAILABLE AND VERIFIED	1. Updated last university result verified with revaluation result 2. Series test I result analysis is available and verified. 3. Green Cards verified and all batches green cards were updated.
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students	REMEDIAL CLASS REGISTER AVAILABLE	1. Recorded class details in the register 2. It is noted that the attendance in remedial classes was poor
Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO-PO attainment calculation for all the courses	AVAILABLE	Verified
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	AVAILABLE	First set feedback in the current semester was collected and the grades calculated.
Department library register showing volume and title of books, journals etc	REGISTER AVAILABLE	Stock register and issue register available. Updated up to December 2019
List of students reported having connectivity issues and measures taken	NOT AVAILABLE	No Connectivity issues reported
Details of course materials uploaded	VERIFIED	Course Materials uploaded in Google class room

NPTEL/SWAYAM course materials recommended	NIL	Not recommended
Register showing activity points	REGISTERS AVAILABLE	S5, S7 Registers were updated. For S3 there is no entry till date
Details of MOOC courses taken by UG/PG students	AVAILABLE	Details entered in activity point register and certificates verified

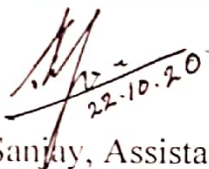
Audited by,

1. Mr Manuraj K R, Assistant Professor, AUE Department



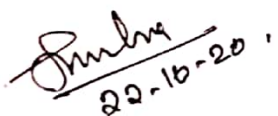
22/10/2020

2. Mr Rejumon R, Assistant Professor, AUE Department

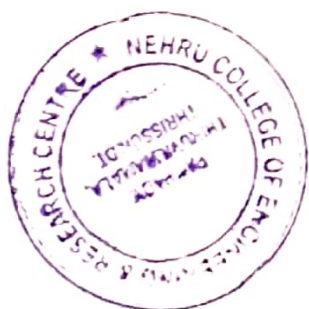


22-10-20

3. Ms Subina Sanjay, Assistant Professor, MATHS Department



22-10-20




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 Panagudi, Taluk: Talasari, District: ...

B.Tech

ELECTRICAL & ELECTRONICS ENGINEERING DEPARTMENT

Key Aspects	Status of Documents	Auditor Remarks
<p>Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report</p>	AVAILABLE	<p>The meetings has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes and 3 students from class were attended the meeting. S5 B TECH - (ON 24/9/20) S7 B TECH - (ON 25/9/20) S3 M TECH - (ON 25/9/20)</p>
<p>Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report</p>	SOFT COPY AVAILABLE	<p>The meeting has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes and 3 students from class were attended the meeting. S3 B TECH - (ON 23/9/20)</p>
<p>Course File for all the courses a. Course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes</p>	AVAILABLE	<ol style="list-style-type: none"> 1. Time slot verified 2. Syllabus pasted 3. Course plan verified 4. First assignment completed, 3 questions from first three modules, each carries 10 marks, total 30 marks 5. Series test marks verified 6. Three modules completed 7. No extra classes needed 8. 3 sample assignments and series booklets are available 9. Series test 1 QP and scheme are available 10. Notes available
<p>Schedule of Time Table a. Verify class-wise and individual faculty-wise time table</p>	AVAILABLE	<p>Verified time table with Webex id and password. Monday to Thursday – 8.30 am to 1.30 pm, Friday – 8.00 am to 12.30 pm, 5 hours per day with 50 minutes duration</p>
<p>Conduct of Tutorial Classes a. Verify the tutorial register b. Size of tutorial classes c. Number of students assigned to a faculty</p>	TUTORIAL REGISTER AVAILABLE	<ol style="list-style-type: none"> 1. Verified register 2. The number of Tutorial Classes for the subjects as follows:- EE 301 – 4 Hours EE 303 – 4 Hours



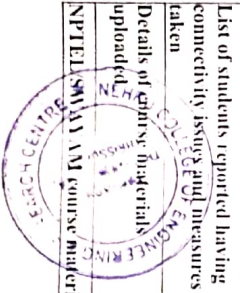
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Principal
Nehru College of Engineering and Research
Engineering Through Quality Education
- 681 for Anna

<p>d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable. Sample tutorial book</p>		<p>EE 405 – 4 hours EET 203 – 4 Hours EE 201 – 5 Hours 3. One faculty for one class 4. Tutorial Hour marked in time table 5. Sample Tutorial Books are not Available</p>
<p>Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum</p>	<p>AVAILABLE</p>	<p>1. All the faculties valued and submitted the Answer papers before 16-10-2020 2. Three sets of QP and scheme are available 3. Three sample answer sheets available</p>
<p>Syllabus coverage of practical course</p>		
<p>Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details</p>	<p>AVAILABLE</p>	<p>1. Verified course file 2. Virtual lab going on 3. Two periods in afternoon is allotted for practical classes from 2.30 pm to 4.00 pm 4. The number of experiments completed was written below:- EEL 201 (4/12 completed) EE 333 (3/12 completed) EE 431 (3/12 completed) 5. Syllabus pasted in Course File 6. Mark distribution of experiments as follows:- 60 marks for performance and 10 marks for viva for each experiment</p>
<p>Equipment log registers, stock registers used in Laboratories</p>	<p>REGISTER NOT AVAILABLE</p>	<p>Stock and issue register are not available</p>
<p>Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed by a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. Project team maximum of 5 includes literature survey, formulation of objectives, formulation of hypothesis design/methodology,</p>	<p>AVAILABLE</p>	<p>1. Course files verified 2. S5 design project has 7 groups consist of minimum 2 members and maximum 4 members. Topics were selected and conducted Zeroth Review on 12/9/20 3. S7 seminar topic finalization was over by 26/9/2020 and presentation started. 4. S7 project has 6 groups consist of minimum 3 members and maximum 4 members. Zeroth review will be conducted on 16/10/2020</p>



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Pin - 546 597

formulation of work plan, preparation of report d. sample list report			
Mentoring details	REGISTER AVAILABLE	Verified the details. Students for one faculty	
Log book for summer and contact courses	NIL	No summer classes and contact courses in the current semester	
Result Analysis (UG/PG) Performance of students in the previous semester a. Update with reevaluation results b. subject wise and overall pass percentage c. check green card updating	AVAILABLE AND VERIFIED	<ol style="list-style-type: none"> Updated last university result verified with reevaluation result Series test I result analysis is available and verified. Green cards not updated. 	
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students	REMEDIAL CLASS REGISTER AVAILABLE	<ol style="list-style-type: none"> Recorded class details in the register It is noted that the attendance in remedial classes was poor 	
Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO PO attainment calculation for all the courses	AVAILABLE	Verified	
Details of faculty evaluation and action taken on it. Students Feedback a. Two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	AVAILABLE BUT INCOMPLETE	Average of 30% students only given the feedback	
Department library register showing volume and title of books, journals etc	REGISTER AVAILABLE	Stock register and issue register available. Updated up to December 2019	
List of students reported having connectivity issues and measures taken	NOT AVAILABLE	No Connectivity issues reported	
Details of course materials uploaded.	VERIFIED	Course Materials uploaded in Google class room	
NPTEL/SMVA AM course materials			




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 980 591 4600


recommended	NIL	Not recommended
Register showing activity points	REGISTERS AVAILABLE	Not updated
Details of MOOC courses taken by UG/PG students	AVAILABLE	Details entered in activity point register and certificates verified

Audited by,

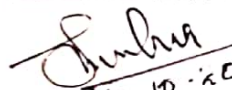
1. Mr Manuraj K R, Assistant Professor, AUE Department


21/10/20

2. Mr Rejumon R, Assistant Professor, AUE Department


21-10-20

3. Ms Subina Sanjay, Assistant Professor, MATHS Department


21-10-20

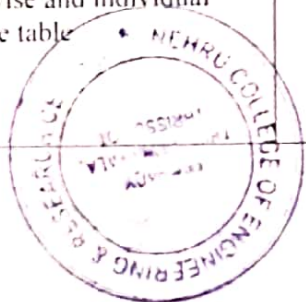




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Pin - 695 014, Kerala

B.Tech

ELECTRICAL & ELECTRONICS ENGINEERING DEPARTMENT

Key Aspects	Status of Documents	Auditor Remarks
Meeting minutes and action taken reports of course/class committees. a. Verify minutes and action taken report	AVAILABLE	The second meetings has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes and 3 students from class were attended the meeting. S5 B TECH - (ON 11/12/20) S7 B TECH - (ON 11/12/20)
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	AVAILABLE	The meeting has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes, 2 Parents and 3 students from class were attended the meeting. S3 B TECH - (ON 11/12/20) – Meeting II S1 B TECH – (ON 07/01/21) – Meeting I S1 B TECH – (ON 05/02/21) – Meeting II
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus coverage as per course plan (iii) Details of assignments, tutorials (iv) Attendance of students (v) Marks awarded for assignments, internal exams etc. Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	AVAILABLE	<ol style="list-style-type: none"> 1. Time slot verified 2. Syllabus pasted 3. Course plan verified 4. Two assignments completed, 3 questions from first three modules, each carries 10 marks, total 30 marks 5. Series test marks verified 6. All modules completed for S3, S5 & S7 7. No extra classes needed 8. 3 sample assignments and series booklets are available 9. Series test 1&2 QP and scheme are available Notes available
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	AVAILABLE	Verified time table with Webex id and password. Monday to Thursday – 8.30 am to 1.30 pm, Friday – 8.00 am to 12.30 pm, 5 hours per day with 50 minutes duration Revision class timetable also verified. Contact class timing is from 9.00 AM to 4.00 PM




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Information on questions, papers, and

sample answers, scripts

- 1. Information on the examination
- 2. Sample answers
- 3. Questions - if available
- 4. Questions - papers if available
- 5. Sample answer scripts

AVAILABLE

- 1. All the facilities - request and download the answer papers, etc. or online - see above
- 2. Time - act of IP and academic - see available for assessment - etc.
- 3. Time - sample answer sheet available

Information on results and course fees for all practical courses

- 1. Fee structure for the practical courses
- 2. Information on the practical courses
- 3. Number of students - enrollment
- 4. Number of
- 5. Practical - information
- 6. Fee structure - information
- 7. Fee structure - information
- 8. Fee structure - information
- 9. Fee structure - information
- 10. Fee structure - information
- 11. Fee structure - information
- 12. Fee structure - information

AVAILABLE

- 1. Verified course fee
- 2. Information on the Course Fee
- 3. Mark distribution of the practical courses
- 4. Fee structure - information
- 5. Fee structure - information
- 6. Fee structure - information

Registration form, reports, start of program - part of the course

REGISTER AVAILABLE

Form and some reports are available and verified

Content of the course - course

AVAILABLE

- 1. HONOURS - 4 students registered
- 2. MAJOR - 24 students registered
- 3. Course fees - minor
- 4. Course fees - minor

Content of the course

COMPLETED

- 1. Letter set 1 & 2 result analysis is available for H, K & V and verified
- 2. Letter set 3 result analysis is available for H and verified
- 3. Completed as per academic schedule

Students list

REGISTER AVAILABLE

Verify the details of students assigned for one faculty

Final details of program - student

- 1. Information on the program
- 2. Information on the program
- 3. Information on the program
- 4. Information on the program
- 5. Information on the program
- 6. Information on the program
- 7. Information on the program
- 8. Information on the program
- 9. Information on the program
- 10. Information on the program
- 11. Information on the program
- 12. Information on the program

REGISTER AVAILABLE

- 1. Updated and inventory report of 15 verified with reservation report - 15 not done
- 2. Budget one page percentage is available
- 3. Given data verified and all teacher given data were updated

Final details of program - student

REGISTER AVAILABLE

Registered class details in the register

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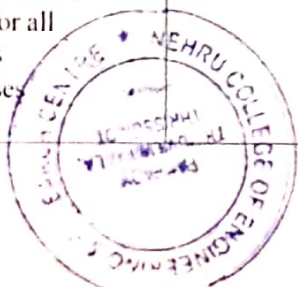
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for recording details of remedial classes b. Attendance of students	AVAILABLE	
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	AVAILABLE	First & Second set feedback in the current semester was collected and the grades calculated. Detailed Report is available
Department library register showing volume and title of books, journals etc.	REGISTER AVAILABLE	Stock register and issue register available.
List of students reported having connectivity issues and measures taken	NOT AVAILABLE	No Connectivity issues reported
Platform used for LMS/Course materials and lectures uploaded	VERIFIED	Course Materials uploaded in Google class room
NPTEL/SWAYAM course materials recommended	NIL	Not recommended
Register showing activity points	REGISTERS AVAILABLE	S5, S7 Registers were updated. For S3 there is no entry till date

M.Tech

Branch : ENERGY SYSTEMS

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of class committees of PG a. Verify minutes and action taken report	AVAILABLE	The second meetings has conducted on the following dates and verified the minutes and action taken report. All faculties who handling the classes and all students from class were attended the meeting. S1 M TECH - (ON 2/2/21) S3 M TECH - (ON 9/12/20)
Course File for all the courses c. course file for all courses (theory, practical, seminar, project, etc.) d. Examine course file for all necessary details such as (vi) Time slot of classes (vii) Syllabus	AVAILABLE	<ol style="list-style-type: none"> 1. Time slot verified 2. Syllabus pasted 3. Course plan verified 4. Two assignments completed for S3 and one for S1 5. S1- 90% syllabus Completed



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Engineering and Technology


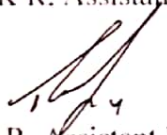
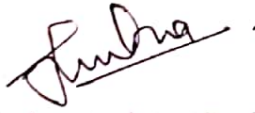
(viii) Course plan (ix) Details of assignments (x) Attendance of students (xi) Marks awarded for assignments, internal exams etc.		6. S3 – 100% Syllabus Completed 7. Attendance and series test marks verified
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	AVAILABLE	Verified class-wise and individual faculty-wise time table. Same timings of UG
Internal test question paper and sample answer scripts b. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	AVAILABLE	1. All the faculties valued and submitted the Answer papers on or before due date. 2. QP and scheme are available for series test 3. Sample answer sheets available
Syllabus coverage of practical course	VERIFIED	S1 – 50% Completed
Conduct of series test	COMPLETED	S1 – Test I completed S3 – Test I & II completed
Project (Mini project/Seminar /Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report	COMPLETED	1. Seminar Completed, Marks prepared, Report Submitted 2. Project – Two reviews Completed
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage	COMPLETED	Updated
Conduct of Thesis	COMPLETED	
Faculty with Ph.D for the program	AVAILABLE	Two Faculties with Ph.D doing

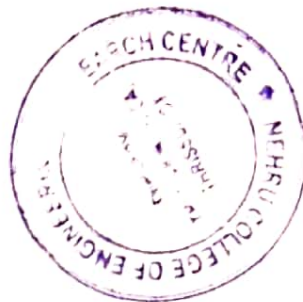
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Pin - 800 592, Kerala

Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	NOT AVAILABLE	No feedback was taken
Department library register showing volume and title of books, journals etc.	REGISTER AVAILABLE	Stock register and issue register available.
List of students reported having connectivity issues and measures taken	NOT AVAILABLE	No Connectivity issues reported
Platform used for LMS/Course materials and lectures uploaded	VERIFIED	Course Materials uploaded in Google class room
Details of students attending MOOC or other online courses	AVAILABLE	4 Students S3 - 3 S1 - 4

Audited by,

1. 
Mr Manuraj K R. Assistant Professor, AUE Department
2. 
Mr Rejumon R. Assistant Professor, AUE Department
3. 
Ms Subina Sanjay. Assistant Professor, MATHS Department




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 of Engineering and Research Centre
 MHELU College of Engineering
 Mysuru, Karnataka 576 104
 Phone: 984597 20544

BTech

Branch: MECHANICAL ENGINEERING

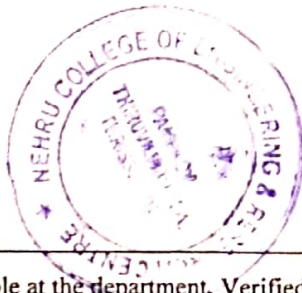
Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Verified and found to be in order and as per the schedule	The class committee meetings of BTech were conducted as shown: S3 -09/12/2020 AN. S5 -10/12/2020 S7 -08/12/2020 Total members- S5- 6 members S3- 6 members, S7 - 6 members
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	Verified	
Course File for all the courses a. Course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exam sets. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	Course File for all the courses a. Checked and found to be in order. b. Checked MET 203 Maintenance of course folder a. Available. Sample checked: ME 367 Verified and found to be in order. All are available in proper formats.	
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Checked and found to be in order	
Conduct of Tutorial Classes a. Verify the tutorial logbook b. Size of tutorial classes c. Number of students assigned to a faculty	(a) Verified (b) S3-20, S5-55, S7 - 36 (c) S3-20, S5-55, S7 - 36 (d) 1 hour per week	Checked and verified




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d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable. Sample tutorial book	(e) Sample available in google classroom checked and verified	
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	(a) Question paper as per bloom's taxonomy 1. Valuation completed within 3 days post exam 2. Available in the course folder 3. Sample of hardcopy available since exam conducted online.	
Syllabus coverage of practical course	S1 Going as per the schedules. S3,S5, S7 100% completed for all labs	
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Manuals available in the department. Course files for lab checked. i, ii, iii, iv, v- checked and verified.	
Equipment log registers, stock registers used in Laboratories	Shown and verified.	
Conduct of Minor/Honours classes	Checked	
Conduct of remedial classes	Checked and verified.	Remedial classes are being done.
Conduct of series test	Conducted as per schedule.	
Project(Miniproject/Design project/Final semester project)progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents,	(a) Checked. 2 nd review scheduled on 06/11/2020. (b) Project completed. Seminars finished.	


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Pin-597 Kerala

awards etc. b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report d. sample fair report		
Mentoring details	All details made available through register	One faculty assigned for each 8 students.
Log book for summer and contact courses	Verified	
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating	a. Updated in the file b. Updated c. S3 green cards available and completed.	
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students	a. Checked and verified b. Available in remedial register	Remedial classes are being done
Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses	a. COs already available for S3. b. CO/PO attainment calculation not completed.	
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	a. 2 Feedbacks taken. 	Feedback taken through Google form.
Department library register showing volume and title of books, journals etc.	Available at the department. Verified and checked.	


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Pin - 690 097 Kerala

List of students reported having connectivity issues and measures taken	None whomsoever	
Platform used for LMS/Course materials and lectures uploaded	Google classroom	
NPTEL/SWAYAM course materials recommended	No data available	
Register showing activity points	Verified. Register being updated.	

AUDITORS:

Mr. P. RAJKUMAR 

Mr. NITHIN JOE 

Mrs. DEEPA MOL 

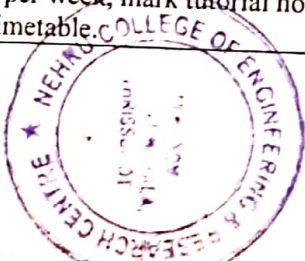



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Branch Department of Mechatronics.


Phase I

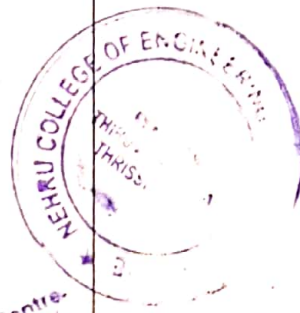
Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Hard Copy & Soft Copy Available	Mention Semester No. in the minutes.
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report	Hard Copy available	
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exams etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	Available	* Course files verified. * Assignment given, marks to be entered.
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Available.	Verified time-table with WebEx Id and password.
Conduct of Tutorial Classes a. Verify the tutorial log book b. Size of tutorial classes c. Number of students assigned to a faculty d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable.		* Verified Register (tutorial) * Tutorial hours to be marked in time-table.



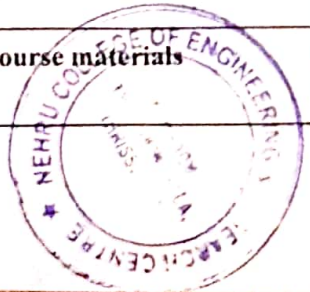
Principal
 Nehru College of
 Engineering and Research Centre
 Manpada, Thane (W), Maharashtra - 401 004

Sample tutorial book		
Internal test question paper and sample answer scripts a. Assessment can be done based on the following <ol style="list-style-type: none"> 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	Available	* 3 set of Question Paper available.
Syllabus coverage of practical course		
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on <ol style="list-style-type: none"> (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details 	Available.	* Verified course file * Virtual lab going on * Video of lab experiments taken and lab conducted * Marks to be entered in course file. * 3/12 experiments completed for S3&S5
Equipment log registers, stock registers used in Laboratories	Available	
Conduct of remedial classes		
Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed from <ol style="list-style-type: none"> a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report 	Available.	* S5 Design Project Course file to be updated.


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Pin - 580 237, Kerala



d. sample fair report		
Mentoring details	Available.	
Log book for summer and contact courses		
Result Analysis (UG/PG) Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating		
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students		* Remedial register needs to be updated.
Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses		
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness		* Individual faculty feedback not available * Videos and recording of faculty's feedback available
Department library register showing volume and title of books, journals etc	Available	
List of students reported having connectivity issues and measures taken		* No issues.
Details of course materials uploaded	Verified	* uploaded in Google classroom.



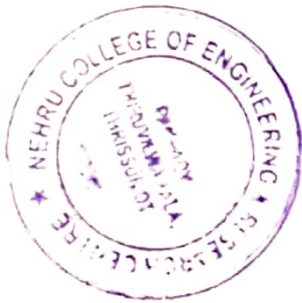
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Pin: 560 597 Kerala

NPTEL/SWAYAM course materials recommended		
Register showing activity points	Available	* Updated
Details of MOOC courses taken by UG/PG students	.	

Nisha A.K
22/10/2020

G. Suresh
22/10/20

Padhikani
22/10/2020

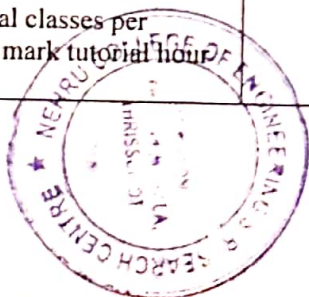


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Pin - 696 501

Branch : Mechatronics.

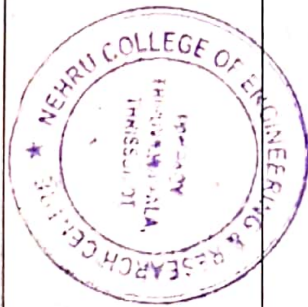
Phase-II

Key Aspects	Status of Documents	Auditor Remarks
<p>Minutes and action taken reports of course/class committees of UG/PG</p> <p>a. Verify minutes and action taken report</p>	Available.	* S3, S5 & S7, Class committee meetings was conducted on 25 th September 2020.
<p>Minutes and action taken reports of advisory meetings</p> <p>a. Verify minutes and action taken report</p>	Available	Updated
<p>Course File for all the courses</p> <p>a. course file for all courses (theory, practical, seminar, project, etc.)</p> <p>b. Examine course file for all necessary details such as</p> <p>(i) Time slot of classes</p> <p>(ii) Syllabus</p> <p>(iii) Course plan</p> <p>(iv) Details of assignments, tutorials</p> <p>(v) Attendance of students</p> <p>(vi) Marks awarded for assignments, internal exams etc.</p> <p>(vii) Topics covered</p> <p>(viii) Extra classes engaged</p> <p>Maintenance of course folder</p> <p>a. The course folder shall contain</p> <p>(i) Course file</p> <p>(ii) Sample Assignments</p> <p>(iii) Sample Answer books of internal exams with QP</p> <p>(iv) QP of end exams</p> <p>(v) Statements of Internal Evaluation marks</p> <p>(vi) Module notes</p>	Available	<p>* Course files verified.</p> <p>* Assignment 1 completed and marks entered in course file</p> <p>* Series test 1 marks entered in course file.</p> <p>* Module notes and question bank available</p> <p>* 3 Modules completed, 4th module going on.</p>
<p>Schedule of Time Table</p> <p>a. Verify class-wise and individual faculty-wise time table</p>	Available	<p>Verified time-table with WebEx -id & password (Monday-Thursday) 8:30 PM to 12:30 PM Friday 8:00 AM to 12:30 PM</p>
<p>Conduct of Tutorial Classes</p> <p>a. Verify the tutorial log book</p> <p>b. Size of tutorial classes</p> <p>c. Number of students assigned to a faculty</p> <p>d. Hours of tutorial classes per subject per week, mark tutorial hour in the timetable.</p>	Tutorial register available.	* Tutorial hours are marked in time-table and corresponding updations done in tutorial register.



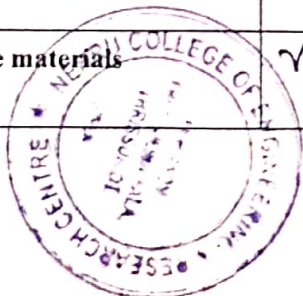
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Nehru College of Engineering and Research Centre
Thiruvananthapuram, Thiruvananthapuram

Sample tutorial book		
Internal test question paper and sample answer scripts a. Assessment can be done based on the following <ol style="list-style-type: none"> 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum	Available	→ valued and submitted before 16/10/2020 → 3 set of question paper and scheme is available.
Syllabus coverage of practical course		
Laboratory manual, records and course file for all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on <ol style="list-style-type: none"> (i) number of students in a batch (ii) time given for doing the experiment (iii) number of experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details 	Available	* Verified Course file. * Virtual lab going on. * 2 periods in afternoon is allocated for practical 02:30 PM to 04:00 PM. * MRL201, MRL203, MR331, MR333, MR43L - 3/12 experiments completed
Equipment log registers, stock registers used in Laboratories	Available	* stock and issue register is available.
Conduct of remedial classes		
Project (Mini project/Design project/Final semester project) progress review reports. Quality & Progress of projects Can be assessed from <ol style="list-style-type: none"> a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. project team maximum of 5 c. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report 	Available	* Course files verified.



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 Thiruvilwamala, Thrissur, Kerala
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d. sample fair report		
Mentoring details	Available	* Mentoring register is available.
Log book for summer and contact courses		
Result Analysis (UG/PG) Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating	Available	* Verified * green card is updated with revaluation results.
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students	* Remedial Class register is available.	* Details of students attended Remedial class is available.
Assessment of Outcomes a. Verify COs and knowledge levels in internal and assignment question papers. b. Verify CO/PO attainment calculation for all the courses	Available	* Verified
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Available	* Verified the records.
Department library register showing volume and title of books, journals etc	Available	updated
List of students reported having connectivity issues and measures taken	- NIL -	→ No issues
Details of course materials uploaded	Verified.	Updated in Google classroom.



cds

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NPTEL/SWAYAM course materials recommended		
Register showing activity points	Available	* Updated
Details of MOOC courses taken by UG/PG students		

Nisha. N. K
28/10/2020

C. N. R
28/10/2020

Radhika K
28/10/2020



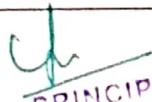
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Patancheru, Thiruvananthapuram, Kerala
Pin - 680 567 Kerala

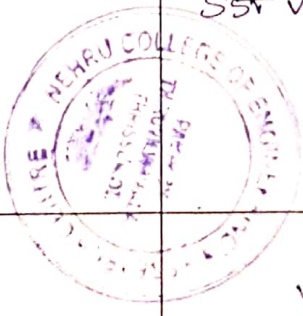

B.Tech


Branch MECHATRONICS

Key Aspects	Status of Documents	Auditor Remarks
Meeting minutes and action taken reports of course/class committees. a. Verify minutes and action taken report		Meeting minutes verified.
Minutes and action taken reports of advisory meetings a. Verify minutes and action taken report		MOM verified of S1 & S3
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus coverage as per course plan (iii) Details of assignments, tutorials (iv) Attendance of students (v) Marks awarded for assignments, internal exams etc. Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes		MR405 Course folder & file verified of SF MR 305 Course folder & file verified of S5 Statements of Internals SF only completed.
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table		verified.
Internal test question paper and sample answer scripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3. sample answer sheets		Internal test paper & sample answer scripts of S3, S5, & SF verified.




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Laboratory records and course files for all practical courses a. Verify course file, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) number of experiments conducted as per syllabus (iii) Check syllabus of practical class pasted in front of the course diary (iv) Check evaluation on the same date (v) Mark distribution details		MR 333 Lab Course file Verified.
Equipment log registers, stock registers used in Laboratories		Verified.
Conduct of Minor/Honours classes Check course file and course folder		M463 verified
Conduct of series test		verified.
Mentoring details		55 verified upto 12/2020
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage c. check green card updating		S4, S6 Verified.
Details showing the conduct of remedial classes. a. Check maintaining register for recording details of remedial classes b. Attendance of students		55 verified
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness		verified.


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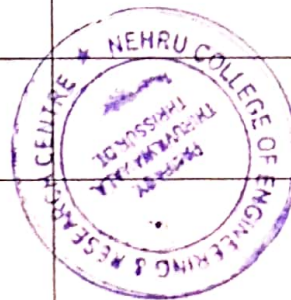
Department library register showing volume and title of books, journals etc.		Verified.
List of students reported having connectivity issues and measures taken		No issues of connectivity found
Platform used for LMS/Course materials and lectures uploaded		Course materials uploaded in Google Classroom.
NPTEL/SWAYAM course materials recommended		- NA -
Register showing activity points		updated till last Audit (Sept-Oct 2020)

Student Not found involved in any Activity.

M.Tech/MBA/MCA

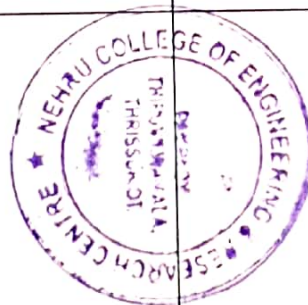
Branch :

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of class committees of PG a. Verify minutes and action taken report		
Course File for all the courses c. course file for all courses (theory, practical, seminar, project, etc.) d. Examine course file for all necessary details such as (vi) Time slot of classes (vii) Syllabus (viii) Course plan (ix) Details of assignments (x) Attendance of students (xi) Marks awarded for assignments, internal exams etc.		
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table		
Internal test question paper and sample answer scripts b. Assessment can be done based on the following 1. punctuality of valuation		



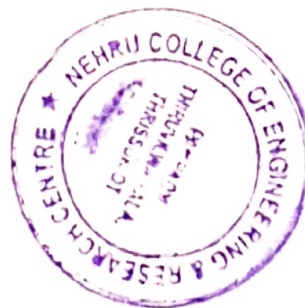
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 Nehru College of Engineering & Research Centre
 Thiruvananthapuram, Kerala
 695022


2. Question papers & scheme of evaluation 3 sample answer sheets minimum		
Syllabus coverage of practical course		
Conduct of series test		
Project (Mini project/Seminar /Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report		
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage		
Conduct of Thesis		
Faculty with Ph.D for the program		
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness		
Department library register showing volume and title of books, journals etc.		



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686 007 Kerala

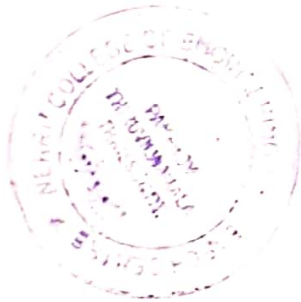
List of students reported having connectivity issues and measures taken		
Platform used for LMS/Course materials and lectures uploaded		
Details of students attending MOOC or other online courses		




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Radhika.k
(RADHIKA.K)

(Dr. U. Vijay Sankar).
B.S.M



U. Vijay Sankar

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Ph: 501 493 6363

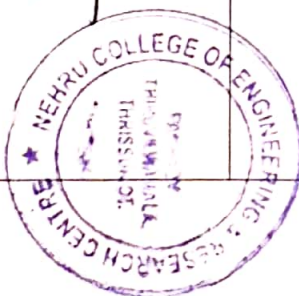
9/02/2021.

M.Tech/MBA/MCA


MBA

Branch :

Key Aspects	Status of Documents	Auditor Remarks
<p>Minutes and action taken reports of class committees of PG</p> <p>a. Verify minutes and action taken report</p>	Yes.	Sul.
<p>Course File for all the courses</p> <p>a. course file for all courses (theory, practical, seminar, project, etc.)</p> <p>b. Examine course file for all necessary details such as</p> <p>(i) Time slot of classes</p> <p>(ii) Syllabus</p> <p>(iii) Course plan</p> <p>(iv) Details of assignments</p> <p>(v) Attendance of students</p> <p>(vi) Marks awarded for assignments, internal exam etc.</p>	verified.	Sul.
<p>Schedule of Time Table</p> <p>a. Verify class-wise and individual faculty-wise time table</p>	Yes.	Sul.
<p>Internal test question paper and sample answerscripts</p> <p>a. Assessment can be done based on the following</p> <ol style="list-style-type: none"> 1. punctuality of valuation 2. Question papers & scheme of evaluation <p>3 sample answersheets minimum</p>	Yes.	Exam will conduct (2 nd internal). - 15/02/2021.
<p>Syllabus coverage of practical course</p>	nil	
<p>Conduct of series test</p>	Yes.	Sul.
<p>Project (Miniproject/Seminar /Final semester project) progress review reports.</p> <p>Quality & Progress of projects Can be assessed from</p> <p>a. Course file, project review records, outcome of projects such as papers published, patents, awards etc.</p> <p>b. includes literature survey, formulation of objectives.</p>	No ongoing Project.	Sul.

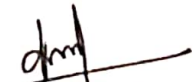


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Pampady, Thiruvananthapuram, Kerala

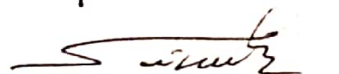
formulation of hypothesis/design/methodology, formulation of work plan, preparation of report		
c. sample fair report		
Result Analysis of previous semester Performance of students in the previous semester	} Yes verified. 3 trials affiliated will not conduct.	Result Published.
a. Update with revaluation results b. subject wise and overall pass percentage		
Conduct of Thesis	NIL	
Faculty with Ph.D for the program	Dr. Shuley S. Maththara.	Director MBIT.
Details of faculty evaluation and action taken on it.	} Yes verified.	
Students Feedback		
a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness		
Department library registers showing volume and title of books, journals etc.	verified library	verified 
List of students reported having connectivity issues and measures taken	NIL	
Platform used for LMS/Course materials and lectures uploaded	} Youtube slides share notes published.	
Details of students attending MOOC or other online courses		
	NIL.	

Verified.


PRAMOD K


9/2/21.

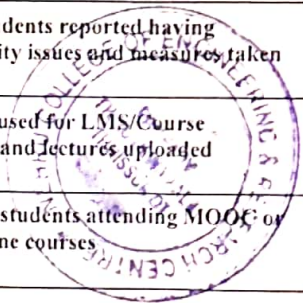
VINEETHA K.R.


9/2/21.



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Pin 550 597 Kerala

experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	NA	NA
Conduct of series test	Yes	Yes
Project (Miniproject/Seminar /Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report	Just started	Team allocation completed for their project work
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage	Verified	Verified
Conduct of Thesis	NA	NA
Faculty with Ph.D for the program	NA	NA
Details of faculty evaluation and action taken Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Not done	It is not completed due to pandemic situation
Department library registers showing volume and title of books, journal sets.	Not done	Not done
List of students reported having connectivity issues and measures taken	NO reports are submitted so far from the students end.	
Platform used for LMS/course materials and lectures uploaded	YouTube	Slide share
Details of students attending MOOC or other online courses	NA	NA



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Internal Audit is Completed & Verified

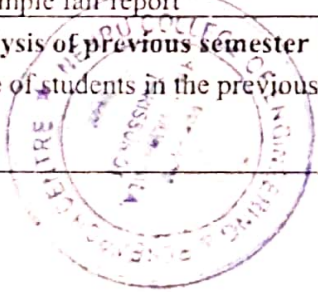
27/10/2020
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Samboddy

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Pin: 689 597

PRAMOD K
VINERTHA. K.R
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<p>Internal test question paper and sample answer scripts</p> <p>b. Assessment can be done based on the following</p> <ol style="list-style-type: none"> 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answer sheets minimum 	<p>Verified</p>	<p>Good -</p>
<p>Syllabus coverage of practical course</p>	<p>ok</p>	<p>ok</p>
<p>Laboratory manual, records and course file for all practical courses</p> <p>c. Verify course diary, course file, log book of equipment, work record of students (3 numbers).</p> <p>d. Assessment can be done based on</p> <ol style="list-style-type: none"> (vii) number of students in a batch (viii) time given for doing the experiment (ix) number of experiments conducted as per syllabus (x) Check syllabus of practical class pasted in front of the course diary (xi) Check evaluation on the same date (xii) Mark distribution details 	<p>NA</p>	<p>NA</p>
<p>Conduct of series test</p>	<p>yes</p>	<p>yes</p>
<p>Project (Mini project/Seminar /Final semester project) progress review reports.</p> <p>Quality & Progress of projects Can be assessed from</p> <ol style="list-style-type: none"> a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report 	<p>Int started</p>	<p>Team allocation completed</p>
<p>Result Analysis of previous semester</p> <p>Performance of students in the previous semester</p>	<p>Verified</p>	<p>Verified</p>



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 Pin 680 037 Kerala

a. Update with revaluation results b. subject wise and overall pass percentage		
Conduct of Thesis	NA	NA
Faculty with Ph.D for the program	NA	NA
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Not completed	To be done
Department library register showing volume and title of books, journals etc.	ok	ok
List of students reported having connectivity issues and measures taken	NO Students reported any forms of Complaints	
Platform used for LMS/Course materials and lectures uploaded	For Jute & Slide Share	
Details of students attending MOOC or other online courses	NA	

Internal Auditing Completed & Verified.

PRAMOD K

Vineetha. K.R.

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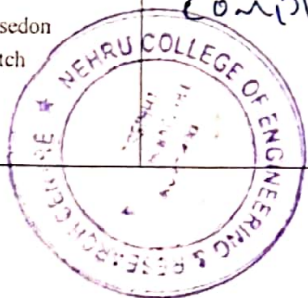
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#2163, Thrissur, Kerala
Pin: 686 047 Kerala

Branch : MCA

Key Aspects	Status of Documents	Auditor Remarks
Minutes and action taken reports of course/class committees of UG/PG a. Verify minutes and action taken report	Completed.	Verified Ok.
Course File for all the courses a. course file for all courses (theory, practical, seminar, project, etc.) b. Examine course file for all necessary details such as (i) Time slot of classes (ii) Syllabus (iii) Course plan (iv) Details of assignments, tutorials (v) Attendance of students (vi) Marks awarded for assignments, internal exam etc. (vii) Topics covered (viii) Extra classes engaged Maintenance of course folder a. The course folder shall contain (i) Course file (ii) Sample Assignments (iii) Sample Answer books of internal exams with QP (iv) QP of end exams (v) Statements of Internal Evaluation marks (vi) Module notes	✓ ✓ } ✓ OK ✓ } Completed. NA ✓ ✓	Exam mark entry completed in all subjects course file. NA Verified.
Schedule of Time Table a. Verify class-wise and individual faculty-wise time table	Ok.	Verified. Ok.
Internal test question paper and sample answerscripts a. Assessment can be done based on the following 1. punctuality of valuation 2. Question papers & scheme of evaluation 3 sample answersheets minimum	Completed.	Verified. Ok.
Syllabus coverage of practical course	Seminar Yet to be Completed.	Verified. Ok.
Laboratory manual, records and course file of all practical courses a. Verify course diary, course file, log book of equipment, work record of students (3 numbers). b. Assessment can be done based on (i) number of students in a batch (ii) time given for doing the experiment (iii) number of	Completed.	Verified. OK




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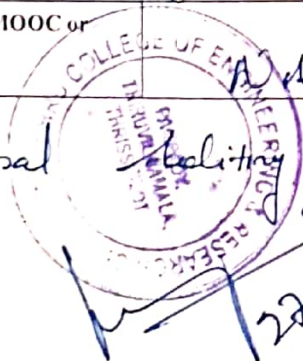
experiments conducted as per syllabus (iv) Check syllabus of practical class pasted in front of the course diary (v) Check evaluation on the same date (vi) Mark distribution details	Completed Good.	Verified.
Conduct of series test	Conducted online	Ok.
Project (Mini project/Seminar /Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report	Mini Project Level - 0 Level - 1 Completed. documents completed. Not yet completed.	Verified. Good. Ok.
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage	S6 Completed. S2, S4 Exam not yet conducted.	Verified. Ok.
Conduct of Thesis	NA	NA
Faculty with Ph.D for the program	NA	NA
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Completed. 100%. Done.	Verified.
Department library registers showing volume and title of books, journals etc.	Ok.	Verified.
List of students reported having connectivity issues and measures taken	No Students reported any forms of issues.	Ok.
Platform used for LMS/Course materials and lectures uploaded	Slide share & official Youtube channel.	Ok.
Details of students attending MOOC or other online courses	NA	NA.

Internal Quality Audit Completed & Verified.

27/10/2020

NCERC

Pambady.



27/10/2020
Dr. KVS. Raj

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Pambady, Thrissur, Kerala

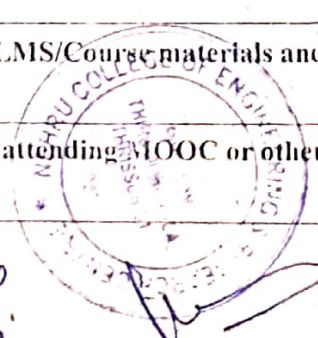
Branch

Key Accounts	Nature of Transactions	Amount
<p>1. Balance b/d</p> <p>2. ...</p>	1,000/-	
<p>3. ...</p>		
<p>4. ...</p>		
<p>5. ...</p>		
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<p>16. ...</p>		
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<p>18. ...</p>	100/-	
<p>19. ...</p>	100/-	
<p>20. ...</p>		
<p>21. ...</p>	150/-	
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<p>23. ...</p>		
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(ii) time given for doing the experiment ✓ (iii) number of experiments conducted as per syllabus ✓ (iv) Check syllabus of practical class pasted in front of the course diary ✓ (v) Check evaluation on the same date ✓ (vi) Mark distribution details ✓	Completed Good.	Ok.
Conduct of series test	Conducted online	Ok.
Project (Mini project/Seminar /Final semester project) progress review reports. Quality & Progress of projects Can be assessed from a. Course file, project review records, outcome of projects such as papers published, patents, awards etc. b. includes literature survey, formulation of objectives, formulation of hypothesis/design/methodology, formulation of work plan, preparation of report c. sample fair report	* Mini Project-Team allocation completed. * Level-0 of mini project Started.	Verified.
Result Analysis of previous semester Performance of students in the previous semester a. Update with revaluation results b. subject wise and overall pass percentage	S6 Completed. S2, S4 exam not yet conducted.	Verified - Ok.
Conduct of Thesis	NA	NA
Faculty with Ph.D for the program	NA	NA.
Details of faculty evaluation and action taken on it. Students Feedback a. two sets of feedback for each semester b. % of students participated c. corrective actions taken for improving teaching effectiveness	Incomplete.	To be done.
Department library register showing volume and title of books, journals etc.	Completed	Verified.
List of students reported having connectivity issues and measures taken	No students reported any forms of issues.	Ok.
Platform used for LMS/Course materials and lectures uploaded	Slide share & official Youtube channel.	Ok.
Details of students attending MOOC or other online courses	NA.	NA.

22/10/2020
Pambady



Reviewed & Verified (Internal Audit, Anybody)