(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 22.07.2022

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 30.07.2022(2021-22) for EVEN Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2021-22 for EVEN Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

### Academic Auditing Team Members appointed for

### Department of Science and Humanities for the 2021-22 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	C.VELUSAMY	AP	MBA	Chairman
2.	S.VIDHYASAGAR	AP	MBA	Member

Principal

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members





## Academic Audit assessment in the academic year 2021-22- EVEN Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

### Quality Objectives: 2021-22

Quality Objectives Key Focus Area / source	Target Measure	
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge	
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills	
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills	

## Academic Auditing Team Members appointed for 2021-22 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	C.VELUSAMY	AP	MBA	Chairman
2.	S.VIDHYASAGAR	AP	MBA	Member

IQAC ZOLOW

Principal



Academic Audit assessment Report in the academic year 2021-22 - EVEN Semester

S.No.	Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Checked and verified
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Checked and Verified
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	More problems are given as assignment
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	chacked and verified
5	Internal Assessment File	Performance of the students in the internal examinations.	Checked and Verified
6	Result Analysis Files	Performance of the students in the University examinations.	checked and verified
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	checked and verified
8	Circular Files	Periodical information is recorded	checked and verified
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked and verified
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	checked and verified
1	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	Improve the participals of Students to attend the Seminars and Symposium
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Checked and Verified
13	Budget Details	Allocated amount availability and expenditure of department activities.	checked and verified
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	checked and Verified



	Arra Arra Arra	generalizing the level of inter- curricular skills and competences.	
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Tida .

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2021-2022 – EVEN Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- ➤ Students Skills Development is **GOOD**
- > Faculty Skills Development is GOOD
- > Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

- 1. More problems are given as assignment.
- 2. Improve the participation of students to attend the seminars and symposium.

### Signature of the Members of Academic Auditing Team 2021-22- EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	C.VELUSAMY	AP	MBA	Chairman	c.wet
2.	S.VIDHYASAGAR	AP	MBA	Member	02

HOD

MA COLONIA

PRINCIPAL

07/1021



## Academic Audit Assessment Report and its Implementation for the Academic year 2021-22 – EVEN Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers		File is maintained upto date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Reviewed by HoD – Monthly once	File is maintained upto date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained upto date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained upto date	Updated Regularly	Implemented and Effective



## DEPARTMENT OF SCIENCE AND HUMANITIES

7	Lab Stock Register	Checkswhether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
u	Minutes of meeting (HOD)	documentation ic	Reviewed by HoD - Weekly once Reviewed by Principal — Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
111	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD– Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemente and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Once Reviewed by Principal – End	File is maintained up to date	Updated Regularly	Implemente and Effective



		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Reviewed by HoD- Semester Once Reviewed by Principal- Semester Once	Need to change CO and PO mapping for updated regulation	Mapping are done as per new regulation	Implemented and Effective

HOD/S&H

Myslow IOAC

PRINCIPAL

PRINCIPAL

## Signature of the Members of Academic Auditing Team 2021-2022- EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	C.VELUSAMY	AP	MBA	Chairman	c.v84
2.	S.VIDHYASAGAR	AP	MBA	Member	2

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 19.03.2022

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 26.03.2022 (2021-22) for ODD Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2021-22 for ODD Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

### Academic Auditing Team Members appointed for

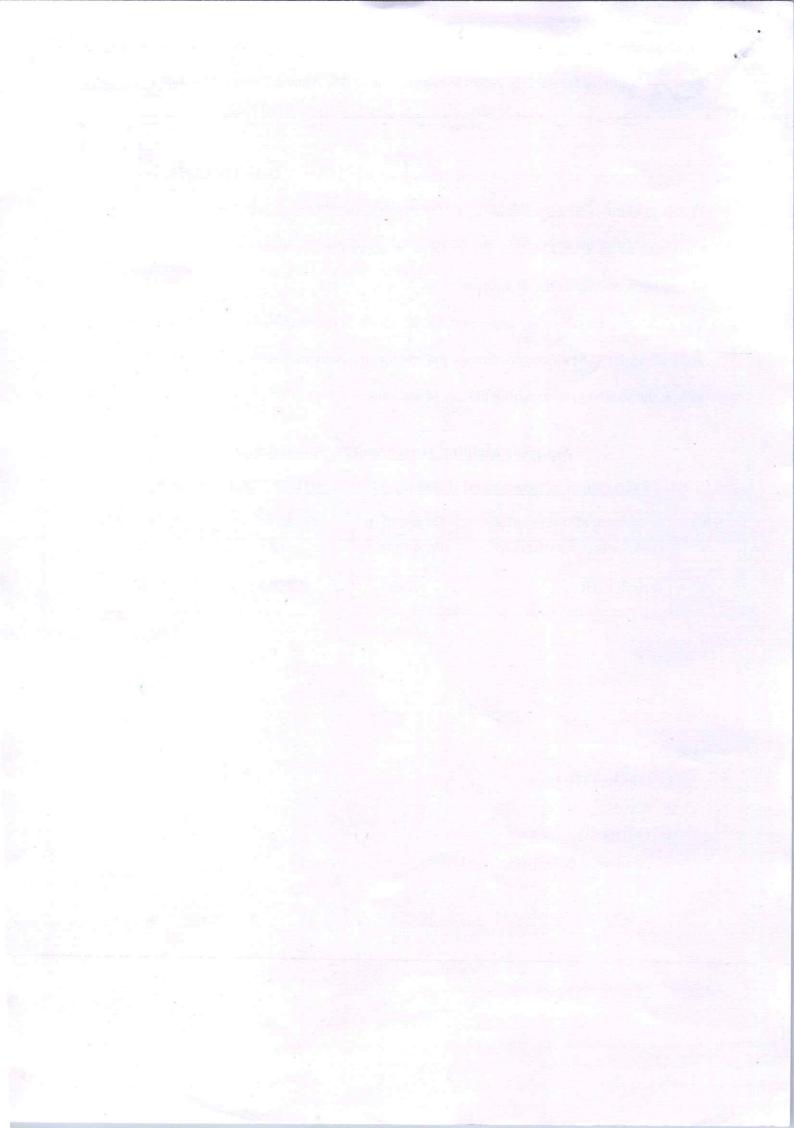
### Department of Science and Humanities for the 2021-22 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member
2.	R.SRITHAR	ASP	MBA	Member

Tigos/low Principal

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members





## Academic Audit assessment in the academic year 2021-22- ODD Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- > To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

### Quality Objectives: 2021-22

Quality Objectives Key Focus Area / source	Target Measure	
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge	
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills	
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills	

## Academic Auditing Team Members appointed for 2021-22 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member
2.	R.SRITHAR	ASP	MBA	Member

IQAC 215/n2

Principal



Academic Audit assessment Report in the academic year 2021-22 - ODD Semester

S.No.	Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	checked & Verified
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	checked & Voribed
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Video Lacturers Can be given
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	checked & Verified
5	Internal Assessment File	Performance of the students in the internal examinations.	cheeked & Verified
6	Result Analysis Files	Performance of the students in the University examinations.	checked & Varified
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	checked & verified
8	Circular Files	Periodical information is recorded	checked & Varibed
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked & verified
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	checked & Veribed
	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	checked & Verified
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	checked & verified
13	Budget Details	Allocated amount availability and expenditure of department activities.	checked & Verifee
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	Index of The Parents meeting consolidation



### **DEPARTMENT OF SCIENCE AND HUMANITIES**

		generalizing the level of inter- curricular skills and competences.	
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2021-2022 – ODD Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- > Students Skills Development is GOOD
- > Faculty Skills Development is GOOD
- > Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

- 1. Video lecturers can be given.
- 2. Index of the parents meeting consolidation mistake.

### Signature of the Members of Academic Auditing Team 2021-22 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member	50000000
2.	R.SRITHAR	ASP	MBA	Member	RI 26/3/2

HOD HOD

IOAC

PRINCIPAL



### Academic Audit Assessment Report and its Implementation for the Academic year 2021-22 – ODD Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers		File is maintained upto date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Reviewed by HoD – Monthlyonce	File is maintained upto date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained up to date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained up to date	Updated Regularly	Implemented and Effective



### DEPARTMENT OF SCIENCE AND HUMANITIES

7	Lab Stock Register	Checkswhether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical information is recorded	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD– Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	s academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Once Reviewed by Principal – End	File is maintained up to date	Updated Regularly	Implemente and Effective



		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject		Need to change CO and PO mapping for updated regulation	Mapping are done as per new regulation	Implemented and Effective

HOD/S&H

IQAC MASIM

PRINCIPAL

## Signature of the Members of Academic Auditing Team 2021-22 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member	SA4 60 3 /22
2.	R.SRITHAR	ASP	MBA	Member	Pi 28/31/2

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

### Circular

Date: 28.08.2021

This is to certify that an academic audit for Department of Science and Humanities has been conducted on **04.09.2021** (2020-21) for EVEN Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2020-21 for EVEN Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

## Academic Auditing Team Members appointed for

### Department of Science and Humanities for the 2020-21 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	R.SRITHAR	ASP	MBA	Chairman
2. S.VIDHYASAGAR		AP	MBA	Member

Principal

#### Copy to:

- Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members



### Academic Audit assessment in the academic year 2020-21- EVEN Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- > To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

### **Quality Objectives: 2020-21**

Quality Objectives Key Focus Area / source	Target Measure	
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge	
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills	
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills	

### Academic Auditing Team Members appointed for 2020-21 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	R.SRITHAR	ASP	MBA	Chairman
2.	S.VIDHYASAGAR	AP	MBA	Member

IQAC UISIN

Principal

04/09/12/



Academic Audit assessment Report in the academic year 2020-21 – EVEN Semester

S.No.	Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	checked & perified.
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Checked & Verified.
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Deminary can be given
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Checked & Verified.
5	Internal Assessment File	Performance of the students in the internal examinations.	Checked Veribied.
6	Result Analysis Files	Performance of the students in the University examinations.	Checked & Verisian
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	Checked & verities
8	Circular Files	Periodical information is recorded	checked & verified
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked & veribied
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	Toppool The number of FDP's attended by
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Checked & Novikied
13	Budget Details	Allocated amount availability and expenditure of department activities.	aborted unartin
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses inindividual subjects and	Checked & Verified.  Checked & Verified.  Checked & Verified.



### **DEPARTMENT OF SCIENCE AND HUMANITIES**

		generalizing the level of inter- curricular skills and competences.	
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	comparts

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2020-2021 – EVEN Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- > Students Skills Development is GOOD
- > Faculty Skills Development is GOOD
- > Communication is GOOD

### Remarks & Suggestions by the Auditing Team

- 1. Improve the number of FDP'S attended by faculty.
- 2. Seminars can be given.

### Signature of the Members of Academic Auditing Team 2020-21- EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	R.SRITHAR	ASP	MBA	Chairman	Ri
2.	S.VIDHYASAGAR	AP	MBA	Member	D

HOD HOD

IQAC 4912

PRINCIPAL



### Academic Audit Assessment Report and its Implementation for the Academic year 2020-21 – EVEN Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Reviewed by HoD – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained upto date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained upto date	Updated Regularly	Implemented and Effective



## DEPARTMENT OF SCIENCE AND HUMANITIES

7	Lab Stock Register	Checkswhether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD– Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemente and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Once Reviewed by Principal – End	File is maintained up to date	Updated Regularly	Implemente and Effectiv



		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester	- this		
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Reviewed by HoD- Semester Once Reviewed by Principal- Semester Once	Need to change CO and PO mapping for updated regulation	Mapping are done as per new regulation	Implemented and Effective

HOD/S&H

MAC LIGHT

9 06/11

PRINCIPAL

## Signature of the Members of Academic Auditing Team 2020-2021- EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	R.SRITHAR	ASP	MBA	Chairman	Ri
2.	S.VIDHYASAGAR	AP	MBA	Member	52

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 19.02.2021

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 26.02.2021(2020-21) for ODD Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2020-21 for ODD Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

### Academic Auditing Team Members appointed for

### Department of Science and Humanities for the 2020-21 - ODD Semester

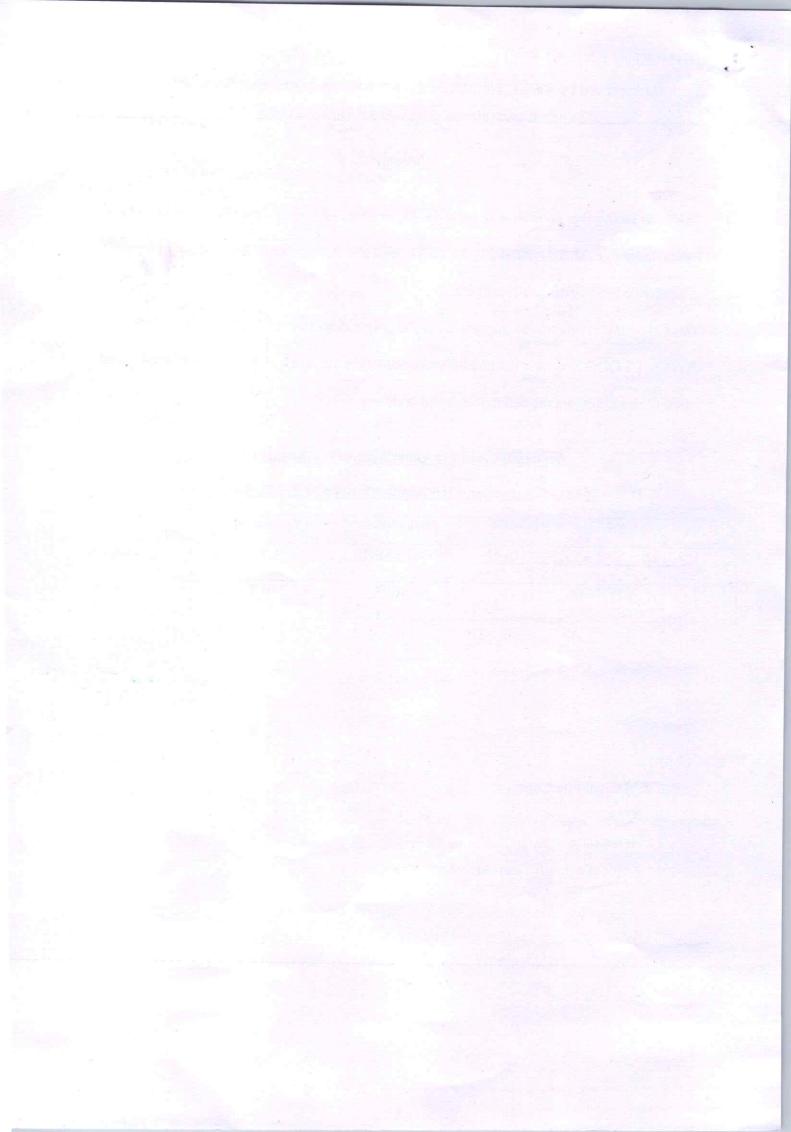
S.No	Name of the Faculty	Designation	Department	Designation
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member
2.	R.SRITHAR	ASP	MBA	Member

Principal

19/04/10

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members





### Academic Audit assessment in the academic year 2020-21- ODD Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- > To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

### **Quality Objectives: 2020-21**

Quality Objectives Key Focus Area / source	Target Measure	
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge	
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills	
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills	

### Academic Auditing Team Members appointed for 2020-21 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member
2.	R.SRITHAR	ASP	MBA	Member

IQAC DEIN ON

Principal

26/04/04



Academic Audit assessment Report in the academic year 2020-21 - ODD Semester

S.No.	Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	checked & verified
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	checked & writied
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	video lectionesis
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	checked & nerilied
5	Internal Assessment File	Performance of the students in the internal examinations.	checked & morthied
6	Result Analysis Files	Performance of the students in the University examinations.	checked & nearlied
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	checked & resulted
8	Circular Files	Periodical information is recorded	checked & revilied
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked & verified
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	checked & milied
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	od FDP's attend by the facility
	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	checked & merihied
13	Budget Details	Allocated amount availability and expenditure of department activities.	checked & verified
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	checked & worthied



### DEPARTMENT OF SCIENCE AND HUMANITIES

		generalizing the level of inter- curricular skills and competences.	and the second
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2020-2021 – ODD Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- > Students Skills Development is GOOD
- > Faculty Skills Development is **GOOD**
- > Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

- 1. Video lecturers can be given
- 2. Improve the number od FDP's attend by the faculty.

### Signature of the Members of Academic Auditing Team 2020-21 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member	Shappy 1/2'
2.	R.SRITHAR	ASP	MBA	Member	Ri

HOD HOD

IQAC 211 MM

PRINCIPAL



## Academic Audit Assessment Report and its Implementation for the Academic year 2020-21 – ODD Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Log book	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Reviewed by HoD – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained up to date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained up to date	Updated Regularly	Implemented and Effective



## DEPARTMENT OF SCIENCE AND HUMANITIES

7	Lab Stock Register	Checkswhether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
U	Minutes of meeting (HOD)	documentation is	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained upto date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
111	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD— Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implements and Effectiv
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Once Reviewed by Principal – End	File is maintained upto date	Updated Regularly	Implement and Effective



		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Reviewed by HoD- Semester Once Reviewed by Principal- Semester Once	Need to change CO and PO mapping for updated regulation	Mapping are done as per new regulation	Implemented and Effective

HOD/S&H

IQAC WSINA

PRINCIPAL PRINCIPAL

### Signature of the Members of Academic Auditing Team 2020-21 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Member	Satta \$3/27
2.	R.SRITHAR	ASP	MBA	Member	pi

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 02.09.2020

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 08.09.2020(2019-20) for EVEN Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2019-20 for EVEN Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

### Academic Auditing Team Members appointed for

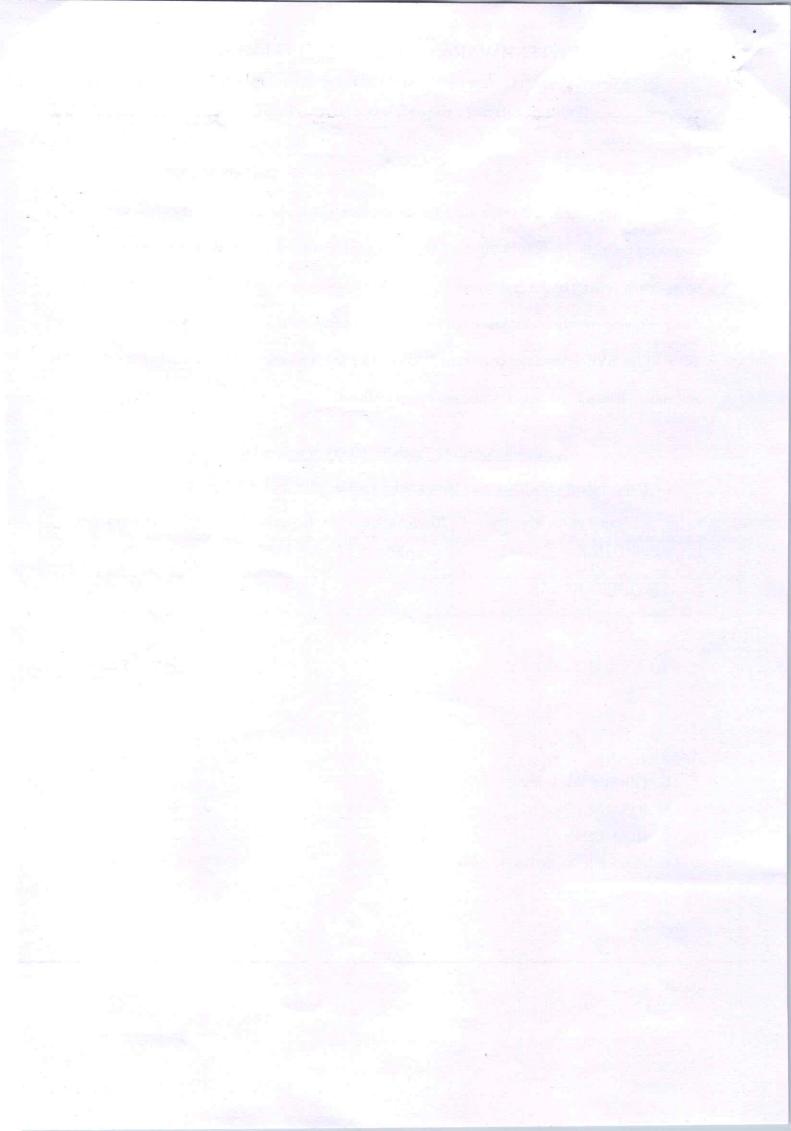
### Department of Science and Humanities for the 2019-20 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	R.SRITHAR	ASP	MBA	Chairman
2.	S.VIDHYASAGAR	AP	MBA	Member

Principal

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members





### Academic Audit assessment in the academic year 2019-20- EVEN Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- > To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

Quality Objectives: 2019-20

Quality Objectives Key Focus Area / source	Target Measure		
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge		
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills		
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills		

## Academic Auditing Team Members appointed for 2019-20 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	R.SRITHAR	ASP	MBA	Chairman
2.	S.VIDHYASAGAR	AP	MBA	Member

QAC813/20

Principal Policy



Academic Audit assessment Report in the academic year 2019-20 – EVEN Semester

S.No	. Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Lock book gome page
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	checked and Verific
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	checked & Verified
4	Class Committee . Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	checked & Verified
5	Internal Assessment File	Performance of the students in the internal examinations.	checked & Voutied
6	Result Analysis Files	Performance of the students in the University examinations.	checked & Verified
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	checked & Verified
8	Circular Files	Periodical information is recorded	checked a Verified
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked & Verifuel
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Checked a Veorified
- 1	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	Checked & Vesupied
	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Checked & Verified
13	Budget Details	Allocated amount availability and expenditure of department activities.	checked & Venified
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	checked & Verified



#### DEPARTMENT OF SCIENCE AND HUMANITIES

		generalizing the level of inter- curricular skills and competences.			1000
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Checked	8	Veorified

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2019-2020 – EVEN Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- > Students Skills Development is GOOD
- > Faculty Skills Development is GOOD
- Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

- 1. Log book some pages correction.
- 2. Improve the participation of students attend the seminars and symposium.

## Signature of the Members of Academic Auditing Team 2019-20- EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	R.SRITHAR	ASP	MBA	Chairman	pi
2.	S.VIDHYASAGAR	AP	MBA	Member	5

Rung/9/20

IOAC 89100

PRINCIPAL PRINCIPAL



## Academic Audit Assessment Report and its Implementation for the Academic year 2019-20 – EVEN Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Reviewed by HoD – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained up to date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained up to date	Updated Regularly	Implemented and Effective



## DEPARTMENT OF SCIENCE AND HUMANITIES

7	Lab Stock Register	Checks whether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
u	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
111	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD– Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various event in other colleges	80% of the students attended various academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemente and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Conce Reviewed by Principal – End	File is maintained up to date	Updated Regularly	Implemente and Effectiv



		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Reviewed by HoD- Semester Once Reviewed by Principal- Semester Once	Need to change CO and PO mapping for updated regulation	Mapping are done as per newregulation	Implemented and Effective

800/1/9/20 HOD/S&H

IQAC III SINO

PRINCIPAL

## Signature of the Members of Academic Auditing Team 2019-20 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	R.SRITHAR	ASP	MBA	Chairman	Ri
2.	S.VIDHYASAGAR	AP	MBA	Member	52

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 14.12.2019

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 20.12.2019 (2019-20) for ODD Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2019-20 for ODD Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

#### Academic Auditing Team Members appointed for

#### Department of Science and Humanities for the 2019-20 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	G.BALADEVAGURU	AP	MBA	Member
2.	C.VELUSAMY	AP	MBA	Member

Principal

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members



### Academic Audit assessment in the academic year 2019-20- ODD Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- > To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

#### Quality Objectives: 2019-20

Quality Objectives Key Focus Area / source	Target Measure		
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge		
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills		
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills		

#### Academic Auditing Team Members appointed for 2019-20 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	G.BALADEVAGURU	AP	, MBA	Member
2.	C.VELUSAMY	AP	MBA	Member

IQAC NOT INAS

Principal Principal



Academic Audit assessment Report in the academic year 2019-20 - ODD Semester

S.No.	No. Records Academic Audit assessment criteria		Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	checked & verified
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	checked & verified
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	More problem to be given as assignment
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	cheeked & verified
5	Internal Assessment File	Performance of the students in the internal examinations.	cheeked & verified
6	Result Analysis Files	Performance of the students in the University examinations.	cheeked & verified
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	checked & verified
8	Circular Files	Periodical information is recorded	checked & verified
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked & verified
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	checked & verified
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	chocked & verifies
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	consolidated list not applete
13	Budget Details	Allocated amount availability and expenditure of department activities.	chocked & verified
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	charled & renford



#### DEPARTMENT OF SCIENCE AND HUMANITIES

		generalizing the level of inter- curricular skills and competences.	
15	PO, PSO & CO file	CO are mapped with PO and PSO foreach subject	

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2019-2020 – ODD Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- > Students Skills Development is GOOD
- > Faculty Skills Development is GOOD
- > Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

- Co-curricular activity Consolidated list not updated
- 2. More problem to be given as assignment.

## Signature of the Members of Academic Auditing Team 2019-20 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	G.BALADEVAGURU	AP	MBA	Member	By
2.	C.VELUSAMY	AP	MBA	Member	c.west

Phylogonus don

IQAC DOLINAY

PRINCIPAL



## Academic Audit Assessment Report and its Implementation for the Academic year 2019-20 – ODD Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Reviewed by HoD – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through Reviewed by HoD - File is maintained Update Theorem 1997		Updated Regularly	Implemented and Effective	
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained up to date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained up to date	Updated Regularly	Implemented and Effective



## DEPARTMENT OF SCIENCE AND HUMANITIES

/	Lab Stock Register	Checks whether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
3		Periodical	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD– Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Conce Reviewed by Principal – End	File is maintained upto date	Updated Regularly	Implemente and Effective



## **DEPARTMENT OF SCIENCE AND HUMANITIES**

		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			Witness
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	Reviewed by HoD- Semester Once Reviewed by Principal- Semester Once	Need to change CO and PO mapping for updated regulation	Mapping are done as per new regulation	Implemented and Effective

HOD/S&H

IQAC relinty

9 241 4

PRINCIPAL

## Signature of the Members of Academic Auditing Team 2019-20 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	G.BALADEVAGURU	AP	MBA	Member	(Ko)ry
2.	C.VELUSAMY	AP	MBA	Member	c.vert

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 20.04.2019

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 27.04.2019(2018-19) for EVEN Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2018-19 for EVEN Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

### Academic Auditing Team Members appointed for

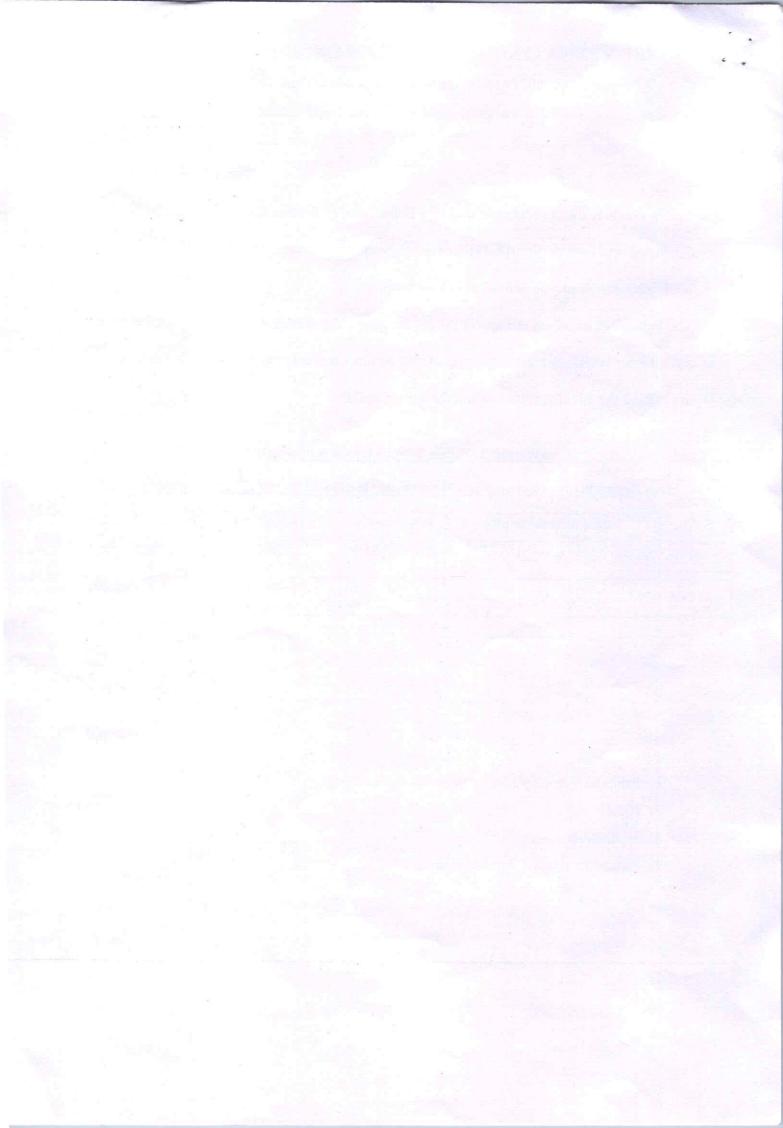
#### Department of Science and Humanities for the 2018-19 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Chairman
2.	C.VELUSAMY	AP	MBA	Member

Principal

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members



# To the Management of the Manag

## SHREE VENAKTESHWARA HI-TECH ENGINEERING COLLEGE

## **DEPARTMENT OF SCIENCE AND HUMANITIES**

## Academic Audit assessment in the academic year 2018-19- EVEN Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- > To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

#### **Quality Objectives: 2018-19**

Quality Objectives Key Focus Area / source	Target Measure
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills

#### Academic Auditing Team Members appointed for 2018-19 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Chairman
2.	C.VELUSAMY	AP	MBA	Member

IQAC 2014/19

Principal

27/04/1019



#### **DEPARTMENT OF SCIENCE AND HUMANITIES**

Academic Audit assessment Report in the academic year 2018-19 - EVEN Semester

S.No.	Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Checked & Verified
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	checked & Veoupied
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	checked a Veorified
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	checked & Verified
5	Internal Assessment File	Performance of the students in the internal examinations.	checked a Verified
6	Result Analysis Files	Performance of the students in the University examinations.	checked a Verified
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	checked & Vesuitisa
8	CircularFiles	Periodical information is recorded	Checked & Verified
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	checked a Verified
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	checked 9 Veoritied
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	chekked a Verified
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Consolidated list not updated.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Checked a Verified
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	checked & Verified



## **DEPARTMENT OF SCIENCE AND HUMANITIES**

		generalizing the level of inter- curricular skills and competences.			
15.	PO, PSO & CO file	CO are mapped with PO and PSO foreach subject	Checked	9	Verified

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2018-2019 – EVEN Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- Students Skills Development is GOOD
- Faculty Skills Development is GOOD
- Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

1. Co-curricular activity - Consolidated list not updated

### Signature of the Members of Academic Auditing Team 2018-19 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Chairman	CONTRACTOR
2.	C.VELUSAMY	AP	MBA	Member	c. 11.84

Mon May 6

IQAC 27 Hales

PRINCIPAL PRINCIPAL



#### **DEPARTMENT OF SCIENCE AND HUMANITIES**

### Academic Audit Assessment Report and its Implementation for the Academic year 2018-19 – EVEN Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementation and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Reviewed by HoD – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	Reviewed by HoD – Monthlyonce	File is maintained up to date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained up to date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained up to date	Updated Regularly	Implemented and Effective



## **DEPARTMENT OF SCIENCE AND HUMANITIES**

7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical information is recorded	Reviewed by HoD – Monthlyonce	File is maintained up to date	Updated Regularly	Implemented and Effective
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware ofrequirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained up to date	Updated Regularly	Implemente d and Effective
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD– Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	80% of the students attended various academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Once Reviewed by Principal – End	File is maintained up to date	Updated Regularly	Implemented and Effective



## DEPARTMENT OF SCIENCE AND HUMANITIES

	individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			
15. PO, PSO & CO file	CO are mapped with PO and PSO for each subject		Need to change CO and PO mapping for updated regulation	Mapping are done as per new regulation	Implemented and Effective

HOD/S&H

YOACAI (18

PRINCIPAL DE

PRINCIPAL

## Signature of the Members of Academic Auditing Team 2018-19 - EVEN Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	Dr.S.SATHYASUNDARI	PROFESSOR	MBA	Chairman	Carelo
2.	C.VELUSAMY	AP	MBA	Member	c. wey

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Gobichettipalayam – 638 455, Erode District, Tamil Nadu

#### Circular

Date: 15.12.2018

This is to certify that an academic audit for Department of Science and Humanities has been conducted on 20.12.2018(2018-19) for ODD Semester documents to assess the performance of academic activity of the department.

The Following members are appointed for the above department to review and analysis the 2018-19 for ODD Semester documents and conduct the academic audit in the fair manner and submit the auditing report within the day of auditing.

#### Academic Auditing Team Members appointed for

#### Department of Science and Humanities for the 2018-19 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	R.SRITHAR	ASP	MBA	Chairman
2.	G.BALADEVAGURU	AP	MBA	Member

Principal

#### Copy to:

- 1. Principal File Copy
- 2. IQAC
- 3. HOD/S&H
- 4. Academic Audit Team Members



## Academic Audit assessment in the academic year 2018-19- ODD Semester

The objective of the Academic Auditing is described below.

- > To develop a system for conscious, consistent and catalytic improvement in the performance of the institutions To channelize the efforts and measures of the institution towards academic excellence
- > To internalize and institutionalize quality enhancement practices
- > To assure all the stakeholders about the quality education provided by the institution
- To evolve a procedure for optimization and integration of modern methods of Teaching and Learning To ascertain the credibility of evaluation procedures

## Quality Objectives: 2018-19

Quality Objectives Key Focus Area / source	Target Measure		
Students Skills Development	80% of students participate in Seminar / Workshop / Symposium to improve their knowledge		
Faculty Skills Development	75% of faculty focused in FDP/ Seminar/workshop/ Conference to improve their skills		
Communication	Role Play, Group Discussion and 3 Minutes Talk implemented during Class hours to improve the students communication Skills		

## Academic Auditing Team Members appointed for 2018-19 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation
1.	R.SRITHAR	ASP	MBA	Chairman
2.	G.BALADEVAGURU	AP	MBA	Member

IQAC 2011/18

estigue tran train cheditaria

Colphan & Colphan

Principal



Academic Audit assessment Report in the academic year 2018-19 - ODD Semester

S.No.	Records	Academic Audit assessment criteria	Suggestions and Recommendations of Auditing Committee
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	checked a voilfied
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	charbed a resulted
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	vodict lectures can be
4	Class Committee Meeting Files	Feedbacks from the students for each subject are recorded, through which the overall goal of teaching learning process is improved.	charked a verified
5	Internal Assessment File	Performance of the students in the internal examinations.	chacked a vosified
6	Result Analysis Files	Performance of the students in the University examinations.	charboot & novified
7	Lab Stock Register	Stock register verification, Checks whether the equipment is intact.	wheeked a routed
8	Circular Files	Periodical information is recorded	unacked a voupied
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	sheeped a rerufeed
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	wheeked a verified
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar / Workshop /Conferences, Guest Lecture, MOOC / FOSS Courses.	beijiear a bestredu
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	co-curonalar activity consoledate list not update
13	Budget Details	Allocated amount availability and expenditure of department activities.	wheeked a revufied
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in individual subjects and	



#### DEPARTMENT OF SCIENCE AND HUMANITIES

	9307	generalizing the level of inter- curricular skills and competences.	
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject	

After reviewing / analyzing the above set of documents / information's submitted by the Department of Computer Science and Engineering for the academic session 2018-2019 – ODD Semester and interacting with facilities of the department the following observations are made to reach out their Quality Objective:

- > Students Skills Development is GOOD
- > Faculty Skills Development is GOOD
- > Communication is GOOD

#### Remarks & Suggestions by the Auditing Team

- 1. Co-curricular activity Consolidated list not updated
- 2. video lecturers can be given.

## Signature of the Members of Academic Auditing Team 2018-19 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	R.SRITHAR	ASP	MBA	Chairman	pi-
2.	G.BALADEVAGURU	AP	MBA	Member	Ber

HOD School 18

IQAC IVAL

PRINCIPAL



## Academic Audit Assessment Report and its Implementation for the Academic year 2018-19 – ODD Semester

The following Records are verified during the academic audit and given the suggestions and recommendations. Based on the academic audit Action plan to be carried out and implemented effectively by the department.

S. No	Records	Academic Audit assessment criteria	Conduct Mechanism and Frequency	Suggestions and Recommendation s of Auditing Committee	Action Plan Based on Audit	Implementat ion and Effectiveness
1	Faculty Logbook	Faculty keeps up the topics covered in each hour and attendance of the student	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Log book is maintained and updated regularly	Implemented and Effective
2	Master Attendance	Class advisor shall maintain the overall attendance of the students	Reviewed by HoD-Weekly once Reviewed by Principal – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
3	Course Files	Contain information about the Course material Lesson Plan Question Bank Assignment papers Internal test papers	Reviewed by HoD – Monthly Once	File is maintained up to date	Updated Regularly	Implemented and Effective
4	test papers Feedbacks from the students for each subject are recorded, through which the overall which the overall.		Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
5	Internal Assessment File	Performance of the students in the internal examinations.	Reviewed by HoD and Principal – End of Internal Assement	File is maintained up to date	Updated Regularly	Implemented and Effective
6	Result Analysis Files	Performance of the students in the University examinations.	Reviewed by HoD and Principal – End of Semester	File is maintained up to date	Updated Regularly	Implemented and Effective



### **DEPARTMENT OF SCIENCE AND HUMANITIES**

7	Lab Stock Register	Checkswhether	Reviewed by HoD - End of the Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
8	Circular Files	Periodical information is recorded	Reviewed by HoD – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
9	Minutes of meeting (HOD)	Recorded documentation is used to inform attendees and non-attendees about the meeting.	Reviewed by HoD - Weekly once Reviewed by Principal – Monthly once	File is maintained up to date	Updated Regularly	Implemented and Effective
10	Students Feedback files	Feedback of all the subject aware of requirements /needs of the students.	Reviewed by Hod-Monthly once Reviewed by Principal- End of Semester	File is maintained upto date	Updated Regularly	Implemente d and Effective
11	Faculty Participation in outside the institution	Continuous evaluation of Self growth of the faculty by FDP / Seminar/ Workshop /Conferences, Guest Lecture, MOOC/FOSS Courses.	Reviewed by HoD— Monthly once Reviewed by Principal – End of Semester	Faculty should improve their publications.	HoD insisted that the faculty members should publish papers in the reputed journals.	Implemente d and work on progress.
12	Co- Curricular Activities	Continuous evaluation of performance students in various curricular and Co- Curricular and extra –curricular activities.	Reviewed by Hod-Monthly once Reviewed by Principal – End of Semester	The student shall develop their skills by attending Seminar / Workshop / symposium etc.	HoD insisted that the students should participate in various events in other colleges	academic programs.
13	Budget Details	Allocated amount availability and expenditure of department activities.	Reviewed by Principal - End Semester	File is maintained up to date	Updated Regularly	Implemented and Effective
14	Parents Meeting files	Parents meeting focus on student's specific strengths and weaknesses in	Reviewed by HoD-Monthly Once Reviewed by Principal – End	File is maintained up to date	Updated Regularly	Implemented and Effective



		individual subjects and generalizing the level of inter- curricular skills and competences.	of Semester			
15	PO, PSO & CO file	CO are mapped with PO and PSO for each subject		Need to change CO and PO mapping for updated regulation	Mapping are done as per newregulation	
		100/28H	100 24 la	74	grall 2001	12/2018

HOD/S&H

IQAC 24 mla

PRINCIPAL

#### Signature of the Members of Academic Auditing Team 2018-19 - ODD Semester

S.No	Name of the Faculty	Designation	Department	Designation	Signature
1.	R.SRITHAR	ASP	MBA	Chairman	pi
2.	G.BALADEVAGURU	AP	MBA	Member	By