



MUTHAYAMMAL COLLEGE OF ENGINEERING

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

Rasipuram - 637 408, Namakkal Dist., Tamil Nadu



INTERNAL QUALITY ASSURANCE CELL

Report on Academic Audit & Action Taken

Academic Year

2017-18

Academic Audit (2017-18) – Odd and Even Semester

Introduction

The Academic Audit was conducted on 07.03.2018 for the Academic Year (2017-18). The Audit was conducted to provide an opportunity for a regular Strategic Review of Teaching and Learning Activities of the Departments. The Internal Marks Calculation Document was presented by the Heads of Departments to the External expert. The external expert has gone through the documents provided by the Departments and verified. The Consolidated Report was prepared based on the findings of the expert. The Suggestions for Improvement and Action Taken Report are given below.

External Expert

Dr. G.Govindaraju

Assistant Professor

Department of Electrical and Electronics Engineering

Government College of Engineering

Salem, - 636005



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Internal Quality Assurance Cell (IQAC)

28.02.2018

CIRCULAR

Sub: External Academic Audit for the Academic Year (2017-18) – ODD & Even Semester

The Academic Audit meeting has been planned on 07.03.2018 at 01:00 P.M in the exam cell along with its executive body members. All the audit committee members are asked to attend the meeting.

Documents to be verified:

1. Assignments for each Subject
2. CIA Question Paper and Answer Scripts
3. Master Attendance Register
4. Log Book for Theory and Laboratory Subjects
5. Record Notebook for Laboratory Subjects
6. University Web portal Mark Entry

Date	External Expert
07.03.2018	Dr. C. Govindaraju Assistant Professor Department of EEE Government College of Engineering Salem, - 636005

All the faculty members are informed to complete their file and submit for the audit

IQAC Coordinator

IQAC COORDINATOR

Copy to Muthayammal College of Engineering
Rasipuram-637 408, Namakkal Dist.
Tamilnadu.

The Secretary for Kind Information,
IQAC Members,
The HoD's
Office

Principal

PRINCIPAL

MUTHAYAMMAL COLLEGE OF ENGINEERING
KAKKAVERI - 637 408, RASIPURAM TK.,
NAMAKKAL Dt., TAMIL NADU.



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07.03.2018

Academic Audit Schedule 2017-18

S. No.	Date & Time	Department	Audit Team	Venue
1.	07.03.2018 01.00 PM	Civil	1. Dr. G. Govindaraju Assistant Professor Department of EEE GCE, Salem 2. Dr. C. Nagarajan, HOD/ EEE, IQAC Co-ordinator 3. Mr. P. Prasath, HOD/ Agri 4. Mrs. S. Selvarani, HOD/ECE 5. Dr. D. Maheswari, HOD/ Physics 6. Mr. R. Ramesh, HOD/Maths	Exam Cell
2.	07.03.2018 01.30 PM	CSE		
3.	07.03.2018 2.00 PM	ECE		
4.	07.03.2018 02.30 PM	EEE		
5.	07.03.2018 03.00 PM	Mech		

All the Heads of the Departments are requested to keep the documents ready for the External Audit


IQAC Co-ordinator

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07.03.2018

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Report on Academic Audit AY (2017-18)

Overall Assessment :

- Master Attendance and Students database record Register is updated
- Assignment for each course is maintained
- Answer Scripts and CIA Question Papers are maintained
- Mark Assessment entry
- Log Book for Theory and Laboratory Subjects are maintained properly
- Calculation of web portal marks for each course matches with entries of CIA marks and Assignment marks in log book.

Suggestions

- Problematic subject increase the Tutorial classes
- To improve the result for the next semester, problematic subject are identified and special classes are planned
- Encouraged the students to undergo inplant training/ Internships in upcoming semesters
- Questions for CIA may be taken following POs and COs


7/3/18

IQAC Coordinator

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Rasipuram-637 408, Namakkal Dist. KAKKAVERI - 637 408, RASIPURAM Tk.,
Tamilnadu. NAMAKKAL Dt., TAMIL NADU.


7/3/18

Principal

PRINCIPAL


7/3/18

External Expert

Dr. G. SOVINIDARAJU



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07.03.2018

Academic Audit – Action Taken Report

- Questions for CIA are taken following POs and Cos
- Coaching classes are conducted for Slow learners
- Faculty members are instructed to give problem and case studies in assignments in tutorial classes
- Students are encouraged to undergo in-plant training/ Internships at the end of semester

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