



**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**

**2020-21**

## **Academic Audit (2020-21) – ODD and Even Semester**

### **Introduction**

The Academic Audit was conducted on 25.03.2021 for the Academic Year (2020-21). 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)

19.03.2021

### CIRCULAR

#### Sub: External Academic Audit for the Academic Year (2020-21) - ODD & Even Semester

The Academic Audit meeting has been planned on 25.03.2021 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
25.03.2021	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**

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

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

Principal

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



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## Internal Quality Assurance Cell (IQAC)

25.03.2021

### Academic Audit Schedule 2020-21

S. No.	Date & Time	Department	Audit Team	Venue
1.	25.03.2021 01.00 pm	Agri	1. Dr. G. Govindaraju Assistant Professor Department of EEE GCE, Salem  2. Dr. C. Nagarajan, HOD/ EEE, IQAC Co-ordinator  3. Dr. P. Prasath, HOD/ Agri  4. Dr. C.Suganthi, HOD/ CSE	Exam Cell
2.	25.03.2021 01.30 pm	CSE		
3.	25.03.2021 2.00 pm	ECE		
4.	25.03.2021 02.30 pm	EEE		
5.	25.03.2021 03.00 pm	Mech	5. Mrs. S. Selvarani, HOD/ECE 6. Dr. D. Maheswari, HOD/ Physics 7. Dr. R. Ramesh, HOD/Maths	

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

  
25/3/21

**IQAC Co-ordinator**

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Muthayammal College of Engineering  
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Tamilnadu.

  
PRINCIPAL

MUTHAYAMMAL COLLEGE OF ENGINEERING  
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NAMAKKAL Dt., TAMIL NADU.





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25.03.2021

## Internal Quality Assurance Cell (IQAC)

### Report on Academic Audit AY (2020-21)

#### Overall Assessment :

- Assignment for each course is maintained
- Answer Scripts and CIA Question Papers are maintained
- Master Attendance Register is updated
- 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

- Need to increase the students Field Projects, Inplant training and Internship
- Value Added Courses should be conducted utilizing the services of industry
- Students should be encouraged to do Mini Projects
- Students Counseling/Mentoring Records need to be updated
- Students should be Encouraged for Higher Studies and Competitive Examinations
- Encouraged the students to undergo inplant training/ Internships in upcoming semesters
- Questions for CIA may be taken following POs and COs
- Problematic subject increase the Tutorial classes

  
25/3/21  
IQAC Coordinator

  
25/3/21  
Principal

  
25/3/21  
External Expert

**IQAC COORDINATOR** MUTHAYAMMAL COLLEGE OF ENGINEERING  
Muthayammal College of Engineering KAKKAVERI-637 408, RASIPURAM Tk.  
Rasipuram-637 408, Namakkal Dist. NAMAKKAL Dt., TAMIL NADU  
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## Internal Quality Assurance Cell (IQAC)

25.03.2021


### Academic Audit – Action Taken Report

- Staff Members are motivated to Publish two Publications per Year in Reputed Journals
- Mentor Counseling Record are updated regularly
- Career Guidance activities for Competitive Examinations and Higher Education are organized
- Increase in Extension and Outreach activities are planned
- Faculty Members are encouraged to apply for Funded Workshops, Seminars, FDPs and Conferences
- Faculty members are instructed to given problem and case studies in assignments in tutorial classes
- Questions for CIA are taken following POs and COs
- Students are encouraged to undergo inplant training/ Internships at the end of 4<sup>th</sup> semester

  
25/3/21

IQAC Co-ordinator

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25/3/21

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