



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 Internal Academic Audit & Action Taken

Academic Year

2017-18

(ODD SEMESTER)

Internal Academic Audit (2017-18) – Odd Semester

Introduction

The Internal Academic Audit was conducted on 21.07.2017 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 internal expert member. The internal expert member 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.

Internal Expert Member

S.No	Department	Expert Member
1	CSE	Dr.C.Nagarajan
2	ECE	Mr.P.Prasath
3	EEE and Mechanical Engineering	Dr. D.Maheswari
4	Civil Engineering	Mrs. S.Selvarani
5	General Engineering	Mr.R.Ramesh



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Internal Quality Assurance Cell (IQAC)

17.07.2017

CIRCULAR

Sub: Internal Academic Audit for the Academic Year (2017-18) - ODD Semester

The Academic Audit meeting has been planned on 21.07.2017 at 11:30 A.M in the exam cell along with its executive body members. All the audit committee members are asked to attend the meeting.

Agenda for the meeting:

- Internal Academic Audit for the Academic Year (2017-18) - ODD Semester

Academic Audit Schedule

S.No	Date	Time	Department
1	21.07.2017	11.30 AM	CSE
2		12 Noon	ECE
3		2.00 PM	EEE and Mechanical Engg
4		3.30 PM	Civil Engg

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.

Principal

PRINCIPAL

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

Copy to

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21.07.2017

Internal Quality Assurance Cell (IQAC)

Report on Academic Audit AY (2017-18)

List of Files Audited

- Academic Calendar AY (2017-18)
- Department Budget File
- Department Circular & Minutes of Faculty Meeting
- Programmes Organized in the Dept
- Students Bio-Data
- Students Attendance
- Internal Assessment Test
- Internal Mark
- End Semester Exam Result Analysis
- Course file (Theory)
- Course file (Laboratory)

Overall Assessment :

- All the files are properly documented and updated
- Smart Classrooms are utilized to improve the Teaching Learning Process
- Department Events are conducted regularly for the benefit of students and faculty
- Societal Welfare Activities are conducted

Suggestions

- Need to increase the students Field Projects, Inplant training and Internship
- Value Added Courses should be conducted utilizing the services of industry



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- 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
- Research Papers should be Published in Reputed Journals
- Faculty Members need to focus on Funded Research Projects from various Funding Agencies

Action Taken

- 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



IQAC Coordinator

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INTERNAL QUALITY ASSURANCE CELL

Report on Internal Academic Audit & Action Taken

Academic Year

2017-18

(ODD SEMESTER)

Internal Academic Audit (2017-18) – Odd Semester

Introduction

The Internal Academic Audit was conducted on 24.11.2017 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 internal expert member. The internal expert member 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.

Internal Expert Member

S.No	Department	Expert Member
1	CSE	Dr.C.Nagarajan
2	ECE	Mr.P.Prasath
3	EEE and Mechanical Engineering	Dr. D.Maheswari
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Internal Quality Assurance Cell (IQAC)

17.11.2017

CIRCULAR

Sub: Internal Academic Audit for the Academic Year (2017-18) - ODD Semester

The Academic Audit meeting has been planned on 24.11.2017 at 10:30 A.M in the Principal Cabin along with its executive body members. All the audit committee members are asked to attend the meeting.

Agenda for the meeting:

- Internal Academic Audit for the Academic Year (2017-18) - ODD Semester

Academic Audit Schedule

S.No	Date	Time	Department
1	24.11.2017	10.30 AM	CSE
2		12 Noon	ECE
3		2.00 PM	EEE and Mechanical Engg
4		3.30 PM	Civil Engg

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


IQAC Coordinator

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24.11.2017

Internal Quality Assurance Cell (IQAC)

Report on Academic Audit AY (2017-18)

List of Files Audited

- Result performance for the CIA and Model Exam
- Major equipment list in the laboratory
- Minutes of Faculty Meeting
- Class Committee
- Programmes Conducted in the Department
- Course file
- Log book
- Students Attendance
- Internal Assessment Test
- Internal Marks
- End Semester Exam Result Analysis

Overall Assessment :

- Department Events are conducted regularly for the benefit of students and faculty
- All the departments files are properly documented and updated
- Seminar and Smart Classrooms are employed to improve the Teaching Learning Process
- Societal Welfare Activities are conducted

Suggestions

- Motivate the Students to do Mini Projects
- Value added / skill development Courses should be conducted utilizing the services of industry
- Improve the students Internship, training in the industry
- Students Counseling/Mentoring Record need to be updated
- Research Papers should be Published in Reputed Journals



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Action Taken

- Mentor Counseling Records are updated regularly
- Extension and Outreach activities are planned to increased
- Staff Members are motivated to publish two publications per year in reputed journals
- Career Guidance activities for Competitive Examinations and Higher Education was initiated
- Faculty Members are encouraged to apply for Funded Workshops, Seminars, FDPs and Conferences



IQAC Coordinator

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INTERNAL QUALITY ASSURANCE CELL

Report on Internal Academic Audit & Action Taken

Academic Year

2017-18

(EVEN SEMESTER)

Internal Academic Audit (2017-18) – Even Semester

Introduction

The Internal Academic Audit was conducted on 03.01.2018 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 internal expert member. The internal expert member 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.

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Internal Quality Assurance Cell (IQAC)

29.12.2017

CIRCULAR

Sub: Internal Academic Audit for the Academic Year (2017-18) - Even Semester

The Academic Audit meeting has been planned on 03.01.2018 at 11:30 A.M in the exam cell along with its executive body members. All the audit committee members are asked to attend the meeting.

Agenda for the meeting:

- Internal Academic Audit for the Academic Year (2017-18) - Even Semester

Academic Audit Schedule

S.No	Date	Time	Department
1	03.01.2018	11.30 AM	CSE
2		12 Noon	ECE
3		2.00 PM	EEE and Mechanical Engg
4		3.30 PM	Civil Engg

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


IQAC Coordinator

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Muthayammal College of Engineering
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03.01.2018

Internal Quality Assurance Cell (IQAC)

Report on Academic Audit AY (2017-18)

List of Files Audited

- Test Schedule
- Department stock register
- Department Circular & Minutes of Faculty Meeting
- Programmes Organized in the Dept
- Students Bio-Data
- Students Attendance
- Internal Assessment Test
- Internal Mark
- End Semester Exam Result Analysis
- Course file (Theory)
- Course file (Laboratory)

Overall Assessment :

- All the files are properly documented and updated
- Smart Classrooms are utilized to improve the Teaching Learning Process
- Department Events are conducted regularly for the benefit of students and faculty
- Societal Welfare Activities are conducted

Suggestions

- Need to increase the students Field Projects, Inplant training and Internship
- Value Added Courses should be conducted utilizing the services of industry



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- Research Papers should be Published in Reputed Journals
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Action Taken

- Staff Members are motivated to Publish two Publications per Year in Reputed Journals
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INTERNAL QUALITY ASSURANCE CELL

Report on Internal Academic Audit & Action Taken

Academic Year

2017-18

(EVEN SEMESTER)

Internal Academic Audit (2017-18) – Even Semester

Introduction

The Internal Academic Audit was conducted on 02.03.2018 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 internal expert member. The internal expert member 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.

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Internal Quality Assurance Cell (IQAC)

28.02.2018

CIRCULAR

Sub: Internal Academic Audit for the Academic Year (2017-18) - Even Semester

The Academic Audit meeting has been planned on 02.03.2018 at 11:30 A.M in the Principal Cabin along with its executive body members. All the audit committee members are asked to attend the meeting.

Agenda for the meeting:

- Internal Academic Audit for the Academic Year (2017-18) - Even Semester

Academic Audit Schedule

S.No	Date	Time	Department
1	02.03.2018	11.30 AM	CSE
2		12 Noon	ECE
3		2.00 PM	EEE and Mechanical Engg
4		3.30 PM	Civil Engg

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


IQAC Coordinator 2/3/18

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Muthayammal College of Engineering
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Tamilnadu.


Principal 2/3/18

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02.03.2018

Internal Quality Assurance Cell (IQAC)

Report on Academic Audit AY (2017-18)

List of Files Audited

- Result performance for the CIA and Model Exam
- Major equipment list in the laboratory
- Minutes of Faculty Meeting
- Class Committee
- Programmes Conducted in the Department
- Course file
- Log book
- Students Attendance
- Internal Assessment Test
- Internal Marks
- Result Analysis

Overall Assessment :

- Seminar and Smart Classrooms are employed to improve the Teaching Learning Process
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Action Taken

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2/3/18
IQAC Coordinator

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2/3/18
Principal

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