ACADEMIC E-AUDIT REPORT
2021-2022

BASIC DETAILS

Institution Name	Ilahia College of Engineering And Technology, Mulavoor
Auditors/IQAC Name	Dr. SACHIN GEE PAUL AND TEAM
Dates	13/10/2022 and 14/10/2022
Semester Type	EVEN

IQAC -ICET audit was conducted for the Academic year 2022-2023 EVEN semester. As per the KTU Academic Rules and Regulation guidelines the following documents are verified.

COLLEGE SPECIFIC DOCUMENTS

SI. NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1.	Academic calendar with days earmarked with working days, holidays, other activities etc	**Excellent**		
2.	Minutes and action taken reports of student's grievances and appeal committee meetings	**Excellent**		
3.	Minutes and action taken reports of discipline and welfare committee meetings	**Excellent**	Welfare committee meeting fully updated upto 09-11-2022	
4.	Teaching and technical staff details with acquaintance roll	**Excellent**	Updated upto October 2022	
5.	Central library register showing volume and title of books, journals etc.	**Excellent**	Total vol of books =31015 Total Journals =102 ;Among this 26 Scopus Journals	
6.	IQAC meeting minutes, internal audit reports etc	**Excellent**		
7.	Institution Budget	**Excellent**	2016-17 to 2021-22 Fully Updated 2022-2023 – Budget letter and approvals	

8.	Details of central computing facility	**Excellent**	Speed upto 304 Mbps.	

Note: Excellent-5, Good-4, Fair-3, Poor-2, Very poor-1

DEPARTMENT SPECIFIC DOCUMENTS
COMPUTER SCEINCE AND ENGINEERING

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Excellent**	Updated upto 2021-2022 (Even)	
2	Internal exam QP (DQAC Approved)	**Excellent**	Updated upto 2021-2022 (Even)	
3	Innovative Teaching approaches	**Fair**	Jigsaw ,Group based Learning	
4	Tutorial samples with log book	**Excellent**	Updated upto even semester	
5	SFR (Computation as per NBA, these files for the last 3 years)	**Excellent**	2021-22- 18.7 2020-21 -19.62 2019-20-18.86	

2. A2 – File (Academic Files)

Course files (**S2, S4, S6, S8**) .

Auditor Remarks:

Common mistakes like sign missing, order as per index not in flow

3. A3 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	**Excellent**		
2	PO, PSO attainment	**Good**	Consolidated mapping upto 2021-2022	
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	**Good**	Industrial Expert Survey,alumnasurvey,faculty survey	
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	**Excellent**		
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	**Fair**		
6	Add-on Courses	**Fair**	CISCO course only	

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b External)	**Poor**	No funding	

IQAC Audit Report

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
2	Consultancy	**Poor**	Nil	
3	Collaborative works/research and outcomes	**Poor**	Nil	
4	Journal Publications: SCI, SCIE SSCI, SCOPUS, Other Journals	**Good**	SCI/SCOPUS-8	
5	Publications: Conference, Books, Book chapters, Articles, etc	**Poor**	Nil	
6	IPR (and related activities)	**Fair**	Nil	
7	MoU	**Good**	MOU -6	
8	FDP Attended: (a. Outside own college b. Inside own college)	**Excellent**	Updated upto 13/10/2022	
9	FDP/Conference Organized	**Good**	(2021-22) =1 (Confer.) (2020-21) =1 (2019-2020) =1	
10	Awards / Honors	**Fair**		
11	External Interaction	**Fair**	Few facultys presented	

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Excellent**	Updated	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
2	KTU Results and Analysis (Semester-wise)	**Good**	100% pass –s1 cyber security	
3	Success Data of Passed Out Batch	**Fair**	36%	
4	Placement (Proof- for the previous Academic Year)	**Good**	Up to date	
5	Higher Studies (Proof- for the previous Academic Year)	**Fair**	Nil	
6	Career/Skill Development Programs	**Good**	Nil	
7	Achievements	**Good**	Sports related	
8	Entrepreneurship / Start ups	**Fair**	2021-22 batch -1 Current final Year- 1	
9	Professional Society Activity	**Excellent**		

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	**Good**		
2	Staff Duties/Responsibilities	**Good**		
3	Staff/Guest Appointment Details	**Good**	Last 3 years =3 Visiting Professors	
4	Guest Acquaintance (Semester-wise)	**Good**		

5	Department Budget	**Excellent**		

7. **Other General Documents**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Excellent**		
2	Minutes and action taken reports of advisory meetings	**Excellent**		
3	Course Diary for all the courses	**Nil**	Nil	
4	Equipment log registers used in Laboratories	**Good**		
5	Log book for summer and contact courses	**Nil**	Nil	
6	Question paper and sample answer scripts for assessment of practical courses	**Good**		
7	Details showing the conduct of remedial/minor/honours classes	**Good**		
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Good**	E-sources-Updated	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
10	Register showing activity points	**Good**		
11	Details of MOOC courses taken by UG/PG students	**Fair**		
12	Details of computing facility in the computer lab (UG/PG)	**Good**		
	***Details of relevant licensed software available in the department	**Nil**	Nil	

DEPARTMENT SPECIFIC DOCUMENTS
CIVIL ENGINEERING

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Excellent**		
2	Internal exam QP (DQAC Approved)	**Good**		
3	Innovative Teaching approaches	**Fair**	YouTube channel (**3** Faculty)	
4	Tutorial samples with log book	**Good**		
5	SFR (Computation as per NBA, these files for the last 3 years)	**Fair**	SFR = **21.7 (369/17)**	

2. A2 – File (Academic Files)

Course files (**S2, S4, S6, and S8**)

Auditor Remarks:

- **Checked all course files**
- **Some common mistakes found are faculty sign missing, mark split up in sample sheets of series tests and assignments.**

3. **A3 – Files (Academic Files)**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	**Good**	Some courses mapping need modifications.	
2	PO, PSO attainment	**Good**	Not maintained separate file. Its included in course file	
3	Curriculum Gap (with Gaps and course identified to address the POs PSOs)	**Good**		
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	**Good**		
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	**Fair**	Subject group list available. ButMinutes of each group, Programs/Activities organized under each groupnot available	
6	Add-on Courses	**Nil**		

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b. External)	**Poor**	No central government funded projects.	
2	Consultancy	**Fair**	Consultancy available for material testing lab.	
3	Collaborative works/research and outcomes	**Good**	Patent 3 No's	
4	Journal Publications: SCI, SCIE, SSCI, SCOPUS, Other Journals	**Fair**	SCI, SCIE, SSCI, SCOPUS, Other Journals = 7 No's	
5	Publications: Conference, Books, Book chapters, Articles, etc	**Fair**		
6	IPR (and related activities)	**Poor**	Nil	
7	MoU	**Good**	MoU - 5 No's	
8	FDP Attended: (a. Outside own college b. Inside own college)	**Excellent**	Total 15 Faculty attended FDP during this academic year.	
9	FDP/Conference Organized	**Poor**	Nil	
10	Awards / Honors	**Fair**	Two faculty having 10 year service honoring	
11	External Interaction	**Good**	6 Faculty having external Interaction with various fields.	

5. **C – Files (Student Files)**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Good**	HODs sign Missing	
2	KTU Results and Analysis (Semesterwise)	**Good**	S1 -56.67% (17/30), S5 – 67.21% (41/61) S7 – 54.54 %(42/77), S8-68.67% (57/83)	
3	Success Data of Passed Out Batch	**Excellent**		
4	Placement (Proof- for the previous Academic Year)	**Good**	Available up to 2017-2021 batch, 2018-2022 batch placement proofs not available	
5	Higher Studies (Proof- for the previous Academic Year)	**Fair**	2017-2021 Batch – 8 students out of 133	
6	Career/Skill Development Programs	**Good**	Short term courses and workshops conducted	
7	Achievements	**Fair**		
8	Entrepreneurship / Start ups	**Fair**		
9	Professional Society Activity	**Good**	Three activities are conducted under ICT chapter	

6. **D – Files (Miscellaneous Files)**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	**Nil**		
2	Staff Duties/Responsibilities	**Good**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
3	Staff/Guest Appointment Details	**Good**		
4	Guest Acquaintance (Semester-wise)	**Good**		
5	Department Budget	**Good**		

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Excellent**	Signature of staff and students missing in some committees.	
2	Minutes and action taken reports of advisory meetings	**Good**		
3	Course Diary for all the courses	**Nil**		
4	Equipment log registers used in Laboratories	**Good**		
5	Log book for summer and contact courses	**Nil**		
6	Question paper and sample answer scripts for assessment of practical courses	**Good**	Question papers of some practical courses are not followed blooms taxonomy.	
7	Details showing the conduct of remedial/minor/honours classes	**Good**	Staff and HODs sign missing	
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Good**	Journals are not available.	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
10	Register showing activity points	**Good**		
11	Details of MOOC courses taken by UG/PG students	**Good**	7 students having NPTEL Certificate	
12	Details of computing facility in the computer lab (UG/PG)	**Good**		
	***Details of relevant licensed software available in the department	**Good**	Ansys software	

DEPARTMENT SPECIFIC DOCUMENTS
ELECTRICAL AND ELECTRONICS ENGINEERING

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Good**		
2	Internal exam QP (DQAC Approved)	**Good**		
3	Innovative Teaching approaches	**Poor**		
4	Tutorial samples with log book	**Good**		
5	SFR (Computation as per NBA, these files for the last 3 years)	**Good**		

2. A2 – File (Academic Files)

Course files (**S2,S4,S6,S8**)

Auditor Remarks:

- **Checked all course files**

Some common mistakes found are faculty sign missing, mark split up in sample sheets of series tests and assignments

3. A3 – Files (Academic Files)

Sl NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	**Good**		
2	PO, PSO attainment	**Good**		
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	**Good**		
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	**Excellent**		
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	**Good**		
6	Add-on Courses	**Fair**		

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b. External)	**Poor**	Nil	
2	Consultancy	**Poor**	Nil	
3	Collaborative works/research and outcomes	**Poor**	Nil	
4	Journal Publications: SCI, SCIE SSCI, SCOPUS, Other Journals	**Good**		
5	Publications: Conference, Books, Book chapters, Articles, etc	**Fair**		
6	IPR (and related activities)	**Poor**	Nil	
7	MoU	**Good**		
8	FDP Attended: (a. Outside own college b. Inside own college)	**Excellent**		
9	FDP/Conference Organized	**Poor**		
10	Awards / Honors	**Good**		
11	External Interaction	**Poor**	Nil	

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Excellent**		
2	KTU Results and Analysis (Semester-wise)	**Excellent**		
3	Success Data of Passed Out Batch	**Fair**	2018 -22 : 19% 2017-21: 64% 2016-20 : 53.65%	
4	Placement (Proof- for the previous Academic Year)	**Fair**	2018-22- 28% 2017-21: 34% 2016-20 : 39%	
5	Higher Studies (Proof- for the previous Academic Year)	**Poor**	Nil	
6	Career/Skill Development Programs	**Good**		
7	Achievements	**Excellent**		
8	Entrepreneurship / Start ups	**Poor**	Nil	
9	Professional Society Activity	**Good**	IEEE IEI	

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	**Poor**	Nil	
2	Staff Duties/Responsibilities	**Excellent**		
3	Staff/Guest Appointment Details	**Excellent**		
4	Guest Acquaintance (Semester-wise)	**NA**		
5	Department Budget	**Excellent**		

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Good**		
2	Minutes and action taken reports of advisory meetings	**Excellent**		
3	Course Diary for all the courses	**NA**		
4	Equipment log registers used in Laboratories	**Good**		
5	Log book for summer and contact courses	**NA**		
6	Question paper and sample answer scripts for assessment of practical courses	**Good**		
7	Details showing the conduct of remedial/minor/honours classes	**Good**		
8	Details of faculty evaluation and action taken on it	**Excellent**		
9	Department library register showing volume and title of books, journals etc	**Good**		
10	Register showing activity points	**Good**		
11	Details of MOOC courses taken by UG/PG students	**Good**		
12	Details of computing facility in the computer lab (UG/PG)	**Fair**		
	***Details of relevant licensed software available in the department	**Good**	MAT LAB	

DEPARTMENT SPECIFIC DOCUMENTS
ELECTRONICS AND COMMUNICATION ENGINEERING

1. **A1 – Files (Academic Files)**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Excellent**		
2	Internal exam QP (DQAC Approved)	**Good**		
3	Innovative Teaching approaches	**Fair**		
4	Tutorial samples with log book	**Good**		
5	SFR (Computation as per NBA, these files for the last 3 years)	**Fair**	Less SFR (SFR = 244/8 = 30.5%)	

2. **A2 – File (Academic Files)**

Course files (**S2,S4,S6,S8**)

Auditor Remarks:

- **Checked all course files**
- **Some common mistakes found are faculty sign missing, mark split up in sample sheets of series tests and assignments, Innovative teaching methods.**

3. **A3 – Files (Academic Files)**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	**Fair**	Available in individual course file. No separate file maintained.	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
2	PO, PSO attainment	**Fair**	Some courses not mapped to PSOs.	
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	**Poor**	**Not identified**	
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c PO, PSO attainment)	**Good**		
5	Subject Group (List of groups and Faculty, allotment by HoD Minutes of each group Programs/Activities organized under each group)	**Fair**	Subject group list available. ButMinutes of each group, Programs/Activities organized under each group not available	
6	Add-on Courses	**Poor**	No courses available	

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b External)	**Poor**		
2	Consultancy	**Poor**		
3	Collaborative works/research and outcomes	**Poor**		
4	Journal Publications: SCI, SCIE SSCI, SCOPUS, Other Journals	**Fair**	3 Publication are available	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
5	Publications: Conference, Books, Book chapters, Articles, etc	**Poor**		
6	IPR (and related activities)	**Poor**	Nil	
7	MoU	**Nil**		
8	FDP Attended: (a. Outside own college b. Inside own college)	**Good**		
9	FDP/Conference Organized	**Nil**		
10	Awards / Honors	**Fair**	10 Year service honoring – 7 Numbers	
11	External Interaction	**Fair**	Conducted Seminar on MAT Lab in EEE Department.	

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Excellent**		
2	KTU Results and Analysis (Semester-wise)	**Good**	S1 – 61.54% (8/13), S5 – 23.8% (5/21), S7 – 33.3%(8/24), S8 - 78.26% (18/23)	
3	Success Data of Passed Out Batch	**Good**	2018-2022 Batch 45.18% (11/24) – with backlogs 12.5% (3/24) – without backlogs	
4	Placement (Proof- for the previous Academic Year)	**Good**		

5	Higher Studies (Proof- for the previous Academic Year)	**Good**		
6	Career/Skill Development Programs	**Fair**	2 Technical talk conducted.	
7	Achievements	**Fair**		
8	Entrepreneurship / Start ups	**Fair**	File not maintained	
9	Professional Society Activity	**Fair**	IEEE , File not maintained	

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	**Good**		
2	Staff Duties/Responsibilities	**Good**		
3	Staff/Guest Appointment Details	**Nil**		
4	Guest Acquaintance (Semester-wise)	**Nil**		
5	Department Budget	**Good**		

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Excellent**		
2	Minutes and action taken reports of advisory meetings	**Excellent**		

IQAC Audit Report

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
3	Course Diary for all the courses	**Nil**		
4	Equipment log registers used in Laboratories	**Good**		
5	Log book for summer and contact courses	**Nil**		
6	Question paper and sample answer scripts for assessment of practical courses	**Good**		
7	Details showing the conduct of remedial/minor/honours classes	**Good**		
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Good**		
10	Register showing activity points	**Good**		
11	Details of MOOC courses taken by UG/PG students	**Poor**	Only one MOOC Course available	
12	Details of computing facility in the computer lab (UG/PG)	**Good**		
	***Details of relevant licensed software available in the department	**Nil**		

IQAC Audit Report

DEPARTMENT SPECIFIC DOCUMENTS
MECHANICAL ENGINEERING

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Excellent**		
2	Internal exam QP (DQAC Approved)	**Good**		
3	Innovative Teaching approaches	**Fair**		
4	Tutorial samples with log book	**Fair**	No separate log book for tutorial subjects. Tutorial samples are missing in some subject's course files.	
5	SFR (Computation as per NBA, these files for the last 3 years)	**Good**	19.56(21-22 academic year)	

2. A2 – File (Academic Files)

Course files (**S2,S4,S6,S8**) . All course files are verified

Auditor Remarks:. Following are some common mistakes found in course files

HoD and faculty sign missing, Split up of marks in answer sheets and assignments, tutorial sessions and samples for tutorial subjects, remedial samples, series test result analysis, content beyond syllabus.

3. A3 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	Good	Update CO-PO mapping of 2019 scheme	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
2	PO, PSO attainment	**Good**	Attainments are included in course files. No separate files for PO- PSO attainment (2018-22 Batch)	
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	**fair**	Need to update	
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	**Good**		
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	**Good**	Subject group list available. ButMinutes of each group, Programs/Activities organized under each group not available	
6	Add-on Courses	**Nil**		

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b. External)	Poor		
2	Consultancy	Nil		
3	Collaborative works/research and	**Nil**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
	outcomes			
4	Journal Publications: SCI, SCIE SSCI, SCOPUS, Other Journals	Poor		
5	Publications: Conference, Books, Book chapters, Articles, etc	**poor**		
6	IPR (and related activities)	Nil		
7	MoU	**Good**	5 MoU's signed	
8	FDP Attended: (a. Outside own college b. Inside own college)	**Fair**	3 faculties attended FDP outside college.	
9	FDP/Conference Organized	**Nil**		
10	Awards / Honors	**Fair**	Two faculty having 10 year service honoring	
11	External Interaction	**Nil**		

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Poor**	Update students list with HOD sign	
2	KTU Results and Analysis (Semester-wise)	**Fair**	S1 ME- 23.07% S3 ME- 3.84% S5 ME A- 6.25% S5 ME B- 17.6% S8 ME A- 46% S8 ME B- 23%	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
3	Success Data of Passed Out Batch	**Fair**	11/58 students passed in 2018-2022 Batch	
4	Placement (Proof- for the previous Academic Year)	**Good**	37 students got placed in 2021 passout batch	
5	Higher Studies (Proof- for the previous Academic Year)	**Fair**	3 students in 21 passout batch.	
6	Career/Skill Development Programs	**Nil**		
7	Achievements	**Fair**	2 students got 2ndplaceinNavak	
8	Entrepreneurship / Start ups	**Fair**		
9	Professional Society Activity	**Good**		

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	Good	AICTE EVC member in Bhuvaneshwar Engg College(Dr. Benny Paul)	
2	Staff Duties/Responsibilities	**Poor**	Update the staff roles and responsibilities	
3	Staff/Guest Appointment Details	**Good**		
4	Guest Acquaintance (Semester-wise)	**Good**		
5	Department Budget	**Good**		

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Good**		
2	Minutes and action taken reports of advisory meetings	**Good**		
3	Course Diary for all the courses	**nil**		
4	Equipment log registers used in Laboratories	**good**		
5	Log book for summer and contact courses	**Nil**		
6	Question paper and sample answer scripts for assessment of practical courses	**Fair**	Question papers of some practical courses are not followed blooms taxonomy	
7	Details showing the conduct of remedial/minor/honours classes	**Good**	Should keep samples of remedial class .	
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Good**		
10	Register showing activity points	**Good**		
11	Details of MOOC courses taken by UG/PG students	**Fair**	6 students attended NPTEL course	

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
12	Details of computing facility in the computer lab (UG/PG)	**Good**		
	***Details of relevant licensed software available in the department	**Good**	ANSYS Software	

DEPARTMENT SPECIFIC DOCUMENTS

MCA

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Excellent**	Updated upto even semester	
2	Internal exam QP (DQAC Approved)	**Excellent**		
3	Innovative Teaching approaches	**Fair**	Case Study only	
4	Tutorial samples with log book	**Excellent**		
5	SFR (Computation as per NBA, these files for the last 3 years)	**Good**	Asper 2021-22 SFR-2	

2. **A2 – File (Academic Files)**Course files (**S2,S4,S6,S8**)

Auditor Remarks:

3. **A3 – Files (Academic Files)**

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	**Good**	**Each course File includes CO-PO mapping**	
2	PO, PSO attainment	**Poor**	Nil	
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	**Poor**	Nil	
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	**Excellent**		
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	**Good**		
6	Add-on Courses	**Good**		

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b. External)	**Poor**		
2	Consultancy	**Poor**	Nil	
3	Collaborative works/research and outcomes	**Fair**	Research related activites and conference	
4	Journal Publications: SCI, SCIE, SSCI, SCOPUS, Other Journals	**Fair**		
5	Publications: Conference, Books, Book chapters, Articles, etc	**Fair**		
6	IPR (and related activities)	**Fair**	Registered -1	
7	MoU	**Fair**	M.O.U-1	
8	FDP Attended: (a. Outside own college b. Inside own college)	**Excellent**		
9	FDP/Conference Organized	**Poor**	Nil	
10	Awards / Honors	**Good**	3 faculty received 10 year service award from ICET	
11	External Interaction	**Poor**	Nil	

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	Excellent		
2	KTU Results and Analysis (Semester-wise)	Good	S3= 78%	
3	Success Data of Passed Out Batch	Good		
4	Placement (Proof- for the previous Academic Year)	Excellent	Last semester -90% placed	
5	Higher Studies (Proof- for the previous Academic Year)	Poor	Nil	
6	Career/Skill Development Programs	Good	Placement ,Induction Programes	
7	Achievements	Good	Sports and arts related ,technical	
8	Entrepreneurship / Start ups	Poor	Nil	
9	Professional Society Activity	Good	ASAP only ,ICE Academy	

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	Fair	ASAP activitys	
2	Staff Duties/Responsibilities	Good		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
3	Staff/Guest Appointment Details	**Poor**	Nil	
4	Guest Acquaintance (Semester-wise)	**Poor**	Nil	
5	Department Budget	**Excellent**		

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Excellent**		
2	Minutes and action taken reports of advisory meetings	**Good**		
3	Course Diary for all the courses	**Nil**	Nil	
4	Equipment log registers used in Laboratories	**Good**		
5	Log book for summer and contact courses	**N.A**	N.A	
6	Question paper and sample answer scripts for assessment of practical courses	**Good**		
7	Details showing the conduct of remedial/minor/honours classes	**Good**	Registered enclosed	
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Good**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
10	Register showing activity points	**N.A**	N.A	
11	Details of MOOC courses taken by UG/PG students	**Good**	Bridge course NPTEL	
12	Details of computing facility in the computer lab (UG/PG)	**Good**	46 computers	
	***Details of relevant licensed software available in the department	**N.A**	N.A	

DEPARTMENT SPECIFIC DOCUMENTS

MBA

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	**Good**		
2	Internal exam QP (DQAC Approved)	**Good**		
3	Innovative Teaching approaches	**Fair**		
4	Tutorial samples with log book	NA		
5	SFR (Computation as per NBA, these files for the last 3 years)	**Good**		

2. A2 – File (Academic Files)

Course files (**S2, S4**)

Auditor Remarks:

- **Checked all course files**

Some common mistakes found, faculty sign missing, mark split up in sample sheets of series tests and assignments

3. A3 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	NA		
2	PO, PSO attainment	NA		
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	NA		
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	Good	2020-22 Batch	
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	Fair		
6	Add-on Courses	Excellent		

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

IQAC Audit Report

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b. External)	**Poor**	Nil	
2	Consultancy	**Poor**	Nil	
3	Collaborative works/research and outcomes	**Poor**	Nil	
4	Journal Publications: SCI, SCIE, SSCI, SCOPUS, Other Journals	**Good**	Works of Sinosh P K & Ramesh Krishnan are in the final process	
5	Publications: Conference, Books, Book chapters, Articles, etc	Good	Shebin Shereef – 4nos	
6	IPR (and related activities)	**Good**		
7	MoU	**Good**		
8	FDP Attended: (a. Outside own college b. Inside own college)	**Fair**		
9	FDP/Conference Organized	**Poor**	Nil	
10	Awards / Honors	**Poor**	Nil	
11	External Interaction	**Good**		

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Good**		
2	KTU Results and Analysis (Semester-wise)	**Good**	2020-22 Batch (S2)	
3	Success Data of Passed Out Batch	**Good**	2020-22 :S2 (23/25) 2021-23 S1: (27/47)	
4	Placement (Proof- for the previous Academic Year)	**Good**		
5	Higher Studies (Proof- for the previous Academic Year)	**Poor**	Nil	
6	Career/Skill Development Programs	**Good**		
7	Achievements	**Poor**	Nil	
8	Entrepreneurship / Start ups	**Poor**	Nil	
9	Professional Society Activity	**Good**	KMA Membership	

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	**Fair**	Nodal officer of IEDC, YIP	
2	Staff Duties/Responsibilities	**Excellent**		
3	Staff/Guest Appointment Details	**Good**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
4	Guest Acquaintance (Semester-wise)	**NA**		
5	Department Budget	**Good**		

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Excellent**		
2	Minutes and action taken reports of advisory meetings	**Good**		
3	Course Diary for all the courses	**NA**		
4	Equipment log registers used in Laboratories	**NA**		
5	Log book for summer and contact courses	**NA**		
6	Question paper and sample answer scripts for assessment of practical courses	**NA**		
7	Details showing the conduct of remedial/minor/honours classes	**NA**		
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Good**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
10	Register showing activity points	NA		
11	Details of MOOC courses taken by UG/PG students	Good		
12	Details of computing facility in the computer lab (UG/PG)	NA		
	***Details of relevant licensed software available in the department	NA		

DEPARTMENT SPECIFIC DOCUMENTS

SCIENCE ANDHUMANITIES

1. A1 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Time table (with tutorials) – Staff arranged in hierarchical order	Excellent		
2	Internal exam QP (DQAC Approved)	Good		
3	Innovative Teaching approaches	Poor	Innovative teaching approaches may be implemented for some subjects	
4	Tutorial samples with log book	Good	Tutorial samples are included in course files. No separate log book.	
5	SFR (Computation as per NBA, these files for the last 3 years)	Nil		

2. A2 – File (Academic Files)

Course files (S2,S4,S6,S8) All course files are verified.

Auditor Remarks:. The following are some remarks noted.

HoD sign missing, Split up of marks in answer sheets and assignments, Result analysis of series exams. Content Beyond Syllabus and Innovative Teaching Methods may be included in Maths and Science subjects

3. A3 – Files (Academic Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	CO-PO, CO-PSO mapping	**Good**	No separate file for CO-PO, CO-PSO mapping. Mapping is included in course files. Some mappings need to be modified.	
2	PO, PSO attainment	**Nil**		
3	Curriculum Gap (with Gaps and course identified to address the POs, PSOs)	**Nil**		
4	Project (a. List of projects with guides and students b. Panels, rubrics and marks of evaluation c. PO, PSO attainment)	**Nil**		
5	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	**Nil**		
6	Add-on Courses	**Nil**		

4. B – Files (Staff Files)

(These files shall be updated for the period July- June)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Research funding (a. Internal, b. External)	**Nil**		
2	Consultancy	**Nil**		
3	Collaborative works/research and outcomes	**Nil**		
4	Journal Publications: SCI, SCIE, SSCI, SCOPUS, Other Journals	**Nil**		
5	Publications: Conference, Books, Book chapters, Articles, etc	**Nil**		
6	IPR (and related activities)	**Nil**		
7	MoU	**Nil**		
8	FDP Attended: (a. Outside own college b. Inside own college)	**Good**	Attended a 5 day FDP by all faculties	
9	FDP/Conference Organized	**Nil**		
10	Awards / Honors	**Nil**		
11	External Interaction	**Nil**		

Auditor Remarks:

5. C – Files (Student Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Roll List (for last 3 years)	**Nil**		
2	KTU Results and Analysis (Semester-wise)	**Nil**		
3	Success Data of Passed Out Batch	**Nil**		
4	Placement (Proof- for the previous Academic Year)	**Nil**		
5	Higher Studies (Proof- for the previous Academic Year)	**Nil**		
6	Career/Skill Development Programs	**Nil**		
7	Achievements	**Nil**		
8	Entrepreneurship / Start ups	**Nil**		
9	Professional Society Activity	**Nil**		

6. D – Files (Miscellaneous Files)

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Staff Extension Activities	**Nil**		
2	Staff Duties/Responsibilities	**Excellent**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
3	Staff/Guest Appointment Details	**Nil**		
4	Guest Acquaintance (Semester-wise)	**Nil**		
5	Department Budget	**Good**	An amount of Rs 50000/- were sanctioned. Utilised only Rs 5000/- .	

7. Other General Documents

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
1	Minutes and action taken reports of course/class committees of UG/PG	**Good**	Signature missing	
2	Minutes and action taken reports of advisory meetings	**Nil**		
3	Course Diary for all the courses	**Nil**		
4	Equipment log registers used in Laboratories	**Excellent**		
5	Log book for summer and contact courses	**Nil**		
6	Question paper and sample answer scripts for assessment of practical courses	**Good**		
7	Details showing the conduct of remedial/minor/honours classes	**Good**		

SI NO	Key Aspects	Rating	Auditor Remarks	Principal's Response
8	Details of faculty evaluation and action taken on it	**Good**		
9	Department library register showing volume and title of books, journals etc	**Nil**		
10	Register showing activity points	**Nil**		
11	Details of MOOC courses taken by UG/PG students	**Nil**		
12	Details of computing facility in the computer lab (UG/PG)	**Nil**		
	***Details of relevant licensed software available in the department	**Nil**		