



MUTHAYAMMAL ENGINEERING COLLEGE

(An Autonomous Institution)

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

Rasipuram - 637 408, Namakkal Dist., Tamil Nadu



INTERNAL QUALITY ASSURANCE CELL

Centre for Academic and Administrative Audit

Academic Year: (2023-24)



Report

on

Academic Audit & Action Taken

ACADEMIC AUDIT: ACADEMIC YEAR: 2023-24

SEMESTER: ODD & EVEN

Introduction

The Academic Audit was conducted on 10.08.2024 and 17.08.2024 for the Academic Year (2023-24). The Audit was conducted to provide an opportunity for a regular strategic review of Teaching and Learning activities of the departments.

The self evaluation document was presented by the Heads of Department to the Auditor. The Auditor has reviewed the documents provided by the department and verified based on the Standard Check List. The consolidated report was prepared for all the departments based on the findings of the Auditors.

The overall Assessment, Suggestions for Improvement and Action Taken Report is given in the following sections.



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INTERNAL QUALITY ASSURANCE CELL

CENTRE FOR ACADEMIC AND ADMINISTRATIVE AUDIT

CIRCULAR

Date: 02.08.2024

Sub: External Academic Audit for the Academic Year (2023-24)

Time: 9.30 AM - 4.30 PM

The Schedule for the External Academic Audit and List of Auditors are given below

S.No.	Department	External Auditor	Date	Venue
1.	CSE	Dr.I.Thangaraj ASP / EEE Government College of Engineering Bargur	10.08.2024	CSE Library
2.	ECE			ECE Library
3.	AI&DS,CSE(CS)			IQAC
4.	CIVIL	Dr.D.Lavanya AP / MECH Government College of Engineering Salem	17.08.2024	CAD Lab
5.	MECH			
6.	MZ & RA			
9.	EEE	Dr.I.Thangaraj ASP / EEE Government College of Engineering Bargur	17.08.2024	EEE Library
10.	BME			ECE Library
11.	IT			CSE Library
12.	S&H	Dr.D.Lavanya AP / MECH Government College of Engineering Salem	17.08.2024	IQAC
13.	BIOTECH & CHEM, MDE			MBA Smart Classroom
14.	MBA & MCA			

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

02/08/2024
Coordinator IQAC

IQAC COORDINATOR
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM-637 408, NAMAKKAL Dist.
TAMILNADU.

Chairperson IQAC
PRINCIPAL

MUTHAYAMMAL ENGINEERING COLLEGE
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TAMIL NADU.

List of Files Audited

S.No.	Parameters
1.	Vision and Mission of the Department, Academic Calendar AY (2023-24)
2.	Board of Studies - Minutes, Regulations, Curriculum and Syllabus for Regulation (2019R and 2021R)
3.	Curriculum Enrichment in Regulations (2019R and 2021R)
4.	Department Budget File
5.	Department Circular & Faculty Meeting Minutes
6.	Department Library (<i>Book List, Students and Faculty Accession Record</i>)
7.	Industry Linked Laboratories and Augmented Facilities
8.	Centre of Excellence and Activities
9.	Programmes Organized in the Dept. - ProPlan, ProTech & ProCentre (<i>Please verify No. of Programmes Organized with Proof</i>)
10.	Professional Societies / Cells / Clubs Activities – ProSoCC
11.	Professional/Administrative Training Program Organized- Teaching and Non-Teaching (<i>Please verify No. of Programmes Organized with Proof</i>)
12.	Department NewsLetter, Magazine, e-Brochure, AY (2023-24)
13.	Students Admission and Scholarship
14.	Students Record
15.	Students Attendance (<i>Please verify the Master Attendance</i>)
16.	Continuous Internal Assessment Test Analysis and Performance
17.	Remedial Classes AY (2023-24) and Student's Feedback on Remedial Classes

18. End Semester Examinations-Result Analysis and Performance
19. Student Participation (Co-Curricular & Extracurricular)
(Please verify No. of Participation with Proof-SeSTA)
20. Awards and Prizes won by Students
21. Journal Publication by Students
22. Value Added /Skill Development Courses (VAC/SDC)
(Please verify Certificates and Reports)
23. Internships/Field Projects/In plant Trainings
(Please verify Certificates and Report)
24. Industrial Visits
(Please verify the Industrial Visit Report (IVR))
25. Online Certification Courses (NPTEL, Coursera,Udemy, etc.,)
(Please verify Certificate for Students and Faculty)
26. Placement, Career Guidance, Higher Studies and Entrepreneurship
(Please verify No. of Placements, Higher Studies like GATE, GRE, TOEFL score, etc., and Entrepreneur list with Proof)
27. Record of Student Counseling/ Mentoring
(Please verify the Documents and Comments)
28. Department Class Committee/ Course Committee Meeting
29. Feedback on Curriculum Enrichment
(Feedback from all Stack Holders)
30. Students Feedback on Faculty and Facilities
31. Parents Meeting and Feedback *(Please verify the Proof)*
32. Alumni Interaction and Mentoring
(Please verify Alumni Meet & AIM-ECR, Alumni Contribution & Registration details)
33. Record of Teaching and Non-Teaching Staff Profile
(Please verify the details with proof)
34. Course File (Theory) *(Please verify as per the Check List)*
35. Course File (Laboratory) *(Please verify as per the Check List)*

36. Research Paper Publications (National/ International Conference and Journals)
(Please verify No. of Publications with proof)
37. MoU's and Activities
(Please verify the details with proof)
38. Record of Consultancy Activities
(Please verify the details with proof)
39. Patent Filed/Published/Granted
(Please verify the details with proof)
40. Research Proposals /Projects for Funding
(Please verify the details with proof)
41. Books and Book Chapters
(Please verify the details with proof)
42. Faculty Participation in Seminars, FDPs and Workshops, etc.,
(Please verify as per SeTAF Check List)
43. Faculty Awards and Recognitions
(Please verify No. of Awards)
44. Guest Lectures delivered by Faculty (Internal and External)
(Please verify the Proof)
45. Faculty Visit to Industries for Collaboration
(Please verify list with Proof-FVI)
46. Faculty Interaction with IIT/NIT/AU/Reputed Institution
(Please verify list with Proof-FVI)
47. Teaching and Non-Teaching Staff Performance Appraisal
48. Department Academic Audit Report and Action Taken for Previous Year
49. Department Best Practice
50. Department Future Plan
(AY(2024-25))

1. Overall Assessment:

- Department organized programs for faculty and Students
- Semester wise Students activities are enhanced through SeSTA
- Value Added and Skill Development Courses are in practice
- Students internships are satisfactory
- Online Certifications like, NPTEL, Coursera are considerable number
- Research focus among all Faculty Members is less
- MoU's and Consultancy activities are available with less outcome
- Faculty interaction with Industry /Institution need to plan more

2. Suggestion:

- Programs organized in the department should aligned with Govt. Schemes
- Digital Tools should be followed in Teaching-Learning and Assessment Process
- Industry based Skill Development Courses to be planned for students
- All departments should work for Consultancy activities and MoU's outcome
- Identify Industry /Institution for Faculty interaction
- International University collaboration for active Faculty & Student exchange program
- Research activities should be focused for all Faculty
- More Training need to be planned for better Placement

Action Taken:

- Teaching – Learning Process are improved for Faculty and Students through various Innovative Practices like, TASTE, MuDiL, Technology Learning Group - 50 Groups(TLeG), Online Certifications, WOCE, Digital Tools, etc.,
- Program for Faculty and Students targets are assigned to all departments through ProTech, ProPlan and ProCentres for the enrichment of Faculty & Students
- Professional Societies/Clubs/Cells (ProSoCC) targets are assigned for developing Students extracurricular activities and Societal Service
- Students participation is increased through Semester wise Students Target Activities (SeSTA)
- Faculty professional development activities are enhanced by Semester Target Activities for Faculty (SeTAF)
- MoU's are signed with Industries and activities like, Consultancy, Internship, project, Training etc., are in practice
- Industry specific trainings are offered to students as part of skill development for placement

25/9/24
Coordinator IQAC
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[Signature]
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