



(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chittoor Main Road, Vellore - 632 059.

2022-2023



(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chittoor Main Road, Vellore - 632 059.

Academic and Administrative Audit Report (AAA)

Academic Year:2022-2023

The following members of External experts going to conduct an Academic and Administrative Audit (AAA) for the year 2022-2023 on 16.08.2023 from 10.00 am in the college campus as per the following schedule.

Sl.No	Name of the Auditor	Department/Section to be Audited	Date
1	Dr. D. Udaya Suriya Rajkumar Associate Professor Computer Science and Engineering, Global Institute of Engineering and Technology	CSE ,IT and Library Section	16.08.2023
2	Mr.A.M.Kothandam Assistant Professor Ranipettai Engineering College, Thenkadapanthangal, Wallajah,Tamil Nadu.	MECH, CIVIL and Exam Cell	16.08.2023
3	Dr. K. Shankar, Assistant Professor/MATHS C.Abdul Hakeem College of Engineering and Technology, Melvisharam,Arcot.	S&H and MBA	16.08.2023
4	Mr.D.Prabhakaran Assistant Professor Electronics and Communication Engineering Adhi Parasakthi College of Engineering, G.B.Nagar, Kalavai-632506.	ECE, EEE and Administrative office	16.08.2023

U.V. A

List of files and Documents Audited

1. Academic Departments - Academic Audit reports
2. Library
3. Exam cell
4. Office

Observations by the Experts:

1. Experienced and highly qualified committed faculty members are available.
2. For the academic year 2022-2023 internal academic audits were conducted by the internal audit team and Academic audit reports are available in every department.
3. The internal assessment mechanism for the academic year 2022-2023 has been followed as per the guidelines given by Anna University.
4. The library has DELNET institutional membership.
5. Anna University - Affiliation files, AICTE files, Admission details staff details were available in the office and verified in all aspects.
6. The alumni registration is complete.
7. Well furnished laboratory and other infrastructure.
8. Faculty publications are minimal.
9. Students participation in co-curricular activities are appreciable.
10. More faculty-centric and student-centric events are conducted. All event objectives are good and can be enhanced.
11. Number of students and faculty registration for NPTEL and SWAYAM courses improved.

Recommendations/ Suggestions:

1. RFID Technology can be implemented in the library.
2. Faculty with Ph.D can be encouraged to register as supervisors.

Signature of the Experts:

1. D. Udayakumaran 3. R. Deepa
2. A.M. Kothandaraman 4. D. Joblatha

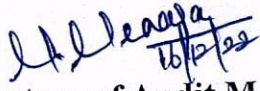




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Academic Audit Report		
Name of the Department: <i>Mechanical Engineering</i>		Date: <i>16-12-22</i>
Academic Year: <i>2022-2023 (ODD)</i>		
Name of the Audit Members: <i>Menaka.M - HOD/IT</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	<i>Few faculty sign to be done.</i>
PTA file	<i>Available</i>	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	


 Signature of Audit Member(s)




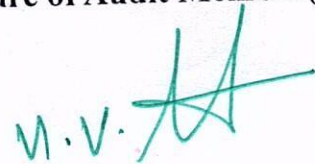


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Academic Audit Report		
Name of the Department: Civil Engineering		Date: 16/12/22
Academic Year: 2022 - 2023 (ODD)		
Name of the Audit Members: N. Vanitha, AP/EE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are documented	
Department minutes of meeting file	Minutes filed for all meetings	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available for all subjects.	
Result Analysis file	Available	
Course file	Available for all subjects	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available and maintained properly	
PTA file	Available	

Internal test schedule	Test schedule available for all internal	
Internal question paper file	exams Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available for all Labs	
Question paper audit file	Available for all subjects	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

N. V. 
Signature of Audit Member(s)

N. V. 



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Academic Audit Report		
Name of the Department: <i>Computer Science & Engineering</i>		Date: <i>25/12/22</i>
Academic Year: <i>2022 - 2023 (LODD)</i>		
Name of the Audit Members: <i>Mrs. S. Sarah, APl IT, Mr. S. Mahendiran, HOD/MECH</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available</i>	<i>Few sign is missing</i>
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available</i>	



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Academic Audit Report		
Name of the Department: Master of Business Administration		Date: 25/12/22
Academic Year: 2022-2023 (ODD)		
Name of the Audit Members: Dr. S. Deepa, Prof EEG		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available for all subjects and classes.	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Maintained with all entries	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Reports for IV need to be filed.
Academic Calendar file	Available	
Faculty profile	Available	

MVA

S. Deepu
Signature of Audit Member(s)




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Academic Audit Report		
Name of the Department: <i>Information Technology</i>		Date: <i>16/12/22</i>
Academic Year: <i>2022 - 2023 (ODD)</i>		
Name of the Audit Members: <i>M. Raghika, HOD/ECE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Documents available</i>	
Time table file	<i>All class timetable available</i>	
Question bank file	<i>All year question banks available</i>	
Result Analysis file	<i>available</i>	
Course file	<i>All subjects course file available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Class committee reports available</i>	
Master Attendance	<i>All class attendance maintained properly</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available	
Internal question paper file	All question papers available	
Department events file	All documents available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	file available with necessary entry.	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

N.V.H


Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: SCIENCE AND HUMANITIES		Date: 25/02/23
Academic Year: 2022 - 2023 (ODD)		
Name of the Audit Members: Ms. M. ANITHA, Mrs. S. PRIYA AP/USE AP/USE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available	
Department minutes of meeting file	All dept. minutes are filed and maintained	
Staff work load file	Available	
Time table file	Available	
Question bank file	Maintained for all subjects	
Result Analysis file	Available	
Course file	Available for all subjects	
Syllabus coverage file	Maintained every week status	
Syllabus file	Available	
Class committee file	Maintained with minutes	
Master Attendance	Maintained properly	
PTA file	Available	

Internal test schedule	IATs, Model Exam, Test Schedule Available	
Internal question paper file	All Question papers are available	
Department events file	Files are maintained	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	IATs, Model Exam Qps are audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Maintained	
Academic Calendar file	Available	
Faculty profile	Available	

M.V.A.

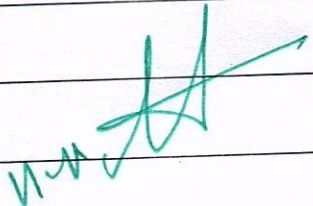
1. 

2. 
Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: <i>Electrical and Electronics Engg</i>		Date: <i>16/12/2022</i>
Academic Year: <i>2022-2023</i>		
Name of the Audit Members: <i>Mr. S. Balaji, AP/CSE (ODD)</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Circulars are maintained in the file.</i>	
Department minutes of meeting file	<i>Minute of meetings available.</i>	
Staff work load file	<i>Staff workload details are available.</i>	
Time table file	<i>Time for the odd sem and the even sem</i>	
Question bank file	<i>Question Bank file verified.</i>	
Result Analysis file	<i>Result Analysis details verified.</i>	
Course file	<i>Faculty Course file checked.</i>	
Syllabus coverage file	<i>Syllabus coverage file maintained.</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Class committee details are available.</i>	
Master Attendance	<i>The detailed are filled & maintained.</i>	
PTA file	<i>Available</i>	

Internal test schedule	Internal Assessment Details maintained	
Internal question paper file	question paper file available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Lab stock register is maintained	
Question paper audit file	question paper Audit file maintained	
Web portal entry file	Web Portal Entry file maintained	
Internal marks file	Internal marks file available	
Students Internship/ IV/ Project file	Student Internship Project work available	
Academic Calendar file	Available	
Faculty profile	Available	

S. Dulyo

Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department:	Computer Science and Engineering	Date: 30/5/23
Academic Year:	2022 - 2023 (Even)	
Name of the Audit Members:	Mr. S. Mahendiran, HOD/MECH Mrs. S. Sarah, APT/IT	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Both Regulations are available	
Class committee file	Available	More no issues was there
Master Attendance	Few sign is missing	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	Event- Reports to be modified
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

1. S. Shinde

2. [Signature]

Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department:	ECE	Date: 16/12/22
Academic Year:	2022 - 2023 (odd)	
Name of the Audit Members:	Dr. E. Kumaran, HOD / SEH	
List of Files:	Observations	Remarks/ Suggestions
Circular file	available	
Department minutes of meeting file	available	
Staff work load file	available	
Time table file	available	
Question bank file	Internal Qb available.	
Result Analysis file	Maintained properly	
Course file	available	
Syllabus coverage file	available	
Syllabus file	available	
Class committee file	Maintained with minutes of meeting	
Master Attendance	Maintained properly	
PTA file	available	

Internal test schedule	available	
Internal question paper file	available	
Department events file	available	
Department budget file	available	
Lab stock register	available	
Question paper audit file	available	
Web portal entry file	available	
Internal marks file	available	
Students Internship/ IV/ Project file	available	
Academic Calendar file	available	
Faculty profile	available	

M. V. A.

Signature of Audit Member(s)

17 *[Signature]*



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Academic Audit Report		
Name of the Department:	Mechanical Engineering	Date: 30-5-23
Academic Year:	2022-23 (Even)	
Name of the Audit Members:	Menaka.M - HOD/IT	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	Revised copies to be included.
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	Event photos to be included
Department budget file	Available	Approved copy needed for an event
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

V.V.A

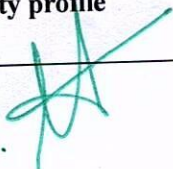
J.L. Llanaga
20/5/23
Signature of Audit Member(s)





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Academic Audit Report		
Name of the Department: <i>Sciences and Humanities</i>		Date: <i>29/8/23</i>
Academic Year: <i>2022 - 2023 (Even)</i>		
Name of the Audit Members: <i>M. Anitha, AP/SE</i> <i>Dr. S. Palya, AP/SE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	<i>Need to be arranged in order.</i>
Department minutes of meeting file	<i>Available with signature.</i>	<i>-</i>
Staff work load file	<i>Available</i>	<i>Some faculties having much responsibility.</i>
Time table file	<i>Available with section wise.</i>	<i>-</i>
Question bank file	<i>Available with section details.</i>	<i>-</i>
Result Analysis file	<i>Available</i>	<i>More particulars required.</i>
Course file	<i>Available</i>	<i>Some sign missing</i>
Syllabus coverage file	<i>Available</i>	<i>Some subject showing same data in 2 weeks.</i>
Syllabus file	<i>Available</i>	<i>-</i>
Class committee file	<i>Available</i>	<i>Reports required for an class - 21</i>
Master Attendance	<i>Available</i>	<i>-</i>
PTA file	<i>Available.</i>	<i>-</i>

Internal test schedule	Available	-
Internal question paper file	Available	Yearwise segregation required.
Department events file	available	Report required with format.
Department budget file	available	Bills Required.
Lab stock register	available	Maintenance report required.
Question paper audit file	available	-
Web portal entry file	available	-
Internal marks file	Available	-
Students Internship/ IV/ Project file	available	Report required with photographs.
Academic Calendar file	available	-
Faculty profile	available	-

N.V. 

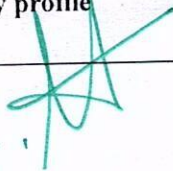
Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department:		Date:
Master of Business Administration		29/08/23
Academic Year:		
2022 - 2023 (Even)		
Name of the Audit Members:		
Dr. S. Deepa, Prof / EEE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available for subject.	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	Need to be computerized
Syllabus coverage file	Available	detached 35 Mark sheets
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available.	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available.	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Needs to be filed
Academic Calendar file	Available	
Faculty profile	Available.	

M.V. 

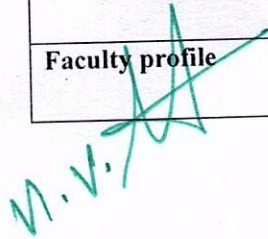
S. Deepa
Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department:	ECE	Date: 30/5/22
Academic Year:	2022 - 2023 (even)	
Name of the Audit Members:	Dr. F. Kumaresan, HOD / IAH	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Circular file maintained properly.	
Department minutes of meeting file	available	
Staff work load file	Maintained properly.	
Time table file	available	W-eg Making
Question bank file	available.	
Result Analysis file	available for all the years.	
Course file	Maintained properly.	
Syllabus coverage file	available	
Syllabus file	available	
Class committee file	available.	
Master Attendance	some faculty not filled	
PTA file	available.	

Internal test schedule	available .	
Internal question paper file	Some question papers are not available.	
Department events file	available .	
Department budget file	available	
Lab stock register	Maintained properly.	
Question paper audit file	available	Signature Missing
Web portal entry file	available .	
Internal marks file	available	
Students Internship/ IV/ Project file	available	
Academic Calendar file	available	
Faculty profile	available .	

M.V. 

Signature of Audit Member(s)

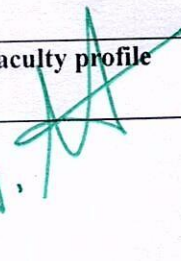
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Academic Audit Report		
Name of the Department: <i>Information Technology</i>		Date: <i>30/5/23</i>
Academic Year: <i>2022 - 2023 (Even)</i>		
Name of the Audit Members: <i>M. Rathika, HOD/ECE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>All class Time table files</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available for all subjects.</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available with reports</i>	
Master Attendance	<i>Maintained properly</i>	
PTA file	<i>Available</i>	

Internal test schedule	All Internal exams Schedules are filed	
Internal question paper file	All question papers are filed	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All internal exams - Question papers are audited	
Web portal entry file	Available	
Internal marks file	Available for all the classes	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

V.V. 


Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: <i>Electrical and Electronics Engineering</i>		Date: <i>30/05/23</i>
Academic Year: <i>2022 - 2023</i>		
Name of the Audit Members: <i>S. Balaji, APICSE (Even)</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>minute of meeting available</i>	
Staff work load file	<i>Work load details maintained</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Result analysis details maintained</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Class committee file maintained</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available .	
Internal question paper file	Available	
Department events file	maintained & verified.	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	maintained	
Internal marks file		
Students Internship/ IV/ Project file	Details are verified	
Academic Calendar file	yes.	
Faculty profile	maintained	

M.V. H


Signature of Audit Member(s)



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2021-2022



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Academic and Administrative Audit Report (AAA)

Academic Year: 2021-2022

The following members of External experts going to conduct an Academic and Administrative Audit (AAA) for the year 2021-2022 on 28.07.2022 from 10.00 am in the college campus as per the following schedule.

S. No	Name of the Auditor	Department/Section to be Audited	Date
1	Mr.D.Prabhakaran Assistant Professor Electronics and Communication Engineering Adhi Parasakthi College of Engineering, G.B.Nagar, Kalavai-632506.	ECE, EEE and Administrative office	28.07.2022
2	Dr. K. Shankar, Assistant Professor/MATHS C.Abdul Hakeem College of Engineering College and Technology, Melvisharam, Arcot.	S&H and MBA	28.07.2022
3	Mr.A.M.Kothandam, Assistant Professor, Ranipettai Engineering College, Thenkadapanthangal, Wallajah, Tamil Nadu.	MECH, CIVIL and Exam Cell	28.07.2022
4	Dr. D. Udaya Suriya Rajkumar, Associate Professor Computer Science and Engineering, Global Institute of Engineering and Technology	CSE ,IT and Library Section	28.07.2022

List of files and Documents Audited

1. Academic Departments - Academic Audit Report.
2. Library.
3. Exam Cell.
4. Office.

Observations by the Experts:

1. For the academic year 2021-22 internal academic audits were conducted by the internal audit team and academic audit Reports are available in every department.
2. The internal assessment mechanism has been followed for the regulation 2021 and 2017 as per the guidelines given by Anna University.
3. Faculties are well motivated and aligned with institute goals.
4. Fundamental rules and regulations followed by the college management and department staff members are very good.
5. The Examination process is progressing smoothly.
6. Scholarship given by the Duraimurugan Educational Trust and Government are documented properly.
7. NDLI Club was established and got the certificate.

Recommendations/ Suggestions:

1. Faculties are motivated to publish Books and chapters.
2. The functioning of Research Groups to promote better quality research and publications has been strengthened.

Signature of the Experts:

1. D. Jeebatha

2. S. Sreeni

3. A.M. Kothandaram

4. D. Udayasumiyaraj

W.V. A



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <u>Electrical and Electronics Engineering</u>		Date: <u>23/12/2021</u>
Academic Year: <u>2021-2022 (ODD)</u>		
Name of the Audit Members: <u>N. Vanitha, AP/ECE</u>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Minutes of meetings are filed	
Staff work load file	Available	
Time table file	Available.	
Question bank file	Available for all subjects	
Result Analysis file	Available	
Course file	Available for all subjects.	
Syllabus coverage file	Available	Need to be arranged dot wise
Syllabus file	Available	
Class committee file	Available with Report	
Master Attendance	Maintained with all entries	
PTA file	Available	

Internal test schedule	All test Schedules are filed	
Internal question paper file	All internal question papers are available	
Department events file	Events file is available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All question papers are audited and filed	
Web portal entry file	All entry documents are filed	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Reports for IV and Internship need to be filed.
Academic Calendar file	Available	
Faculty profile	Available for all faculty	

No. V. [Signature]
Signature of Audit Member(s)

[Handwritten signature in green ink]



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Academic Audit Report		
Name of the Department:	ECE	Date: 23/12/21
Academic Year:	2021-2022 (ODD)	
Name of the Audit Members:	Menaka M	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	1 Course file pending (Faculty in leave)
Syllabus coverage file	Available	
Syllabus file	Available	Regulations copy to be updated, revised
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	Available	Discontinued Student Count to be removed from seating.
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	PAT-1:1 Subject audit sheet not available.
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	profile to be updated for newly joined faculty

M. Venkaya
Signature of Audit Member(s)

N.V. A



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: Computer Science and Engineering		Date: 23/12/21
Academic Year: 2021-2022 (ODD)		
Name of the Audit Members: Mrs. M. Rathika, HOD / ECE Dr. S. Deepa, Prof / EEE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available for all classes (reports)	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Need to be filed
Academic Calendar file	Available	
Faculty profile	Available.	

1. M. [Signature]
2. S. Deepa

Signature of Audit Member(s)

M. V. [Signature]



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Mechanical Engineering</i>	Date: <i>23/12/21</i>	
Academic Year:	<i>2021-2022</i>	
Name of the Audit Members:	<i>M. Gayathri HOD/MBA (ODD)</i>	
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are documented</i>	
Department minutes of meeting file	<i>All meeting minutes are available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available for all the subjects</i>	
Result Analysis file	<i>Available for all the classes</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available with respect</i>	
Class committee file	<i>Maintained with all entries</i>	
Master Attendance	<i>entries with all available</i>	
PTA file	<i>Available</i>	

Internal test schedule	All internal exam schedules are filed	
Internal question paper file	Available for all subject	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All question papers were audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

M. Joyothi
Signature of Audit Member(s)

M.V.A

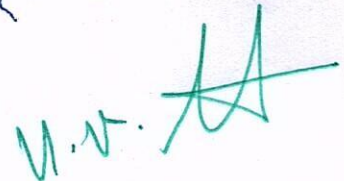


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Academic Audit Report		
Name of the Department:	Information Technology	Date: 23/12/21
Academic Year:	2021-2022 (ODD)	
Name of the Audit Members:	Mr. S. Balaji, AP/CSE	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Circular file Available & Verified	
Department minutes of meeting file	Available	
Staff work load file	ODD Sem and Even Sem Workload Available	
Time table file	Time table file Available	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	


Signature of Audit Member(s)






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Academic Audit Report		
Name of the Department: ELECTRONICS AND COMMUNICATION ENGINEERING		Date: 23/12/2021
Academic Year: 2021 - 2022 (ODD)		
Name of the Audit Members: Mrs. S. PRIYA, AP/CSE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are maintained	
Department minutes of meeting file	All department files minutes are maintained	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available for all subjects	
Result Analysis file	Available	
Course file	Available for all subjects	
Syllabus coverage file	States for every week are maintained	
Syllabus file	Available	
Class committee file	Maintained with minutes	
Master Attendance	Updated and maintained properly.	
PTA file	Available	

Internal test schedule	IATs, Model Exam & Schedule are maintained	
Internal question paper file	All Question papers are maintained	
Department events file	Available with reports	
Department budget file	Available	
Lab stock register	Updated and maintained properly.	
Question paper audit file	IATs, Model Exam & QP are audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	


Signature of Audit Member(s)


N.V.A.

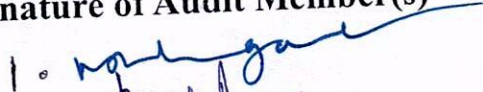
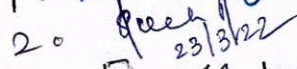
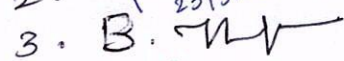


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Academic Audit Report		
Name of the Department:	Science and Humanities	Date: 23/03/22
Academic Year:	2021-2022 (ODD)	
Name of the Audit Members:	Dr. N. Shankarganesh, Prof) MECH Mrs. S. Sarah, AP/IT, Mrs. B. Thulasi, Brindha, AP/EE	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available	
Department minutes of meeting file	Available	
Staff work load file	Work load for ODD & Even sem available	
Time table file	Time table for ODD & Even sem are available	
Question bank file	Available	
Result Analysis file	Result Analysis available	
Course file	For all subjects available	
Syllabus coverage file	Weekly syllabus coverage status available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Filled & available	
PTA file	Available.	

Internal test schedule	Test Schedules are available	
Internal question paper file	All Test question papers are available	
Department events file	Event reports are available.	feedback analysis is corrected.
Department budget file	Available	
Lab stock register	stock registers are available	
Question paper audit file	All question papers are audited & filed	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

Signature of Audit Member(s)

1. 
2.  23/3/22
3. B. 

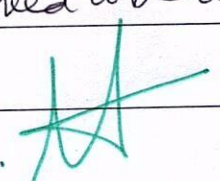
M.V. 



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department:	Master of Business Administration	Date: 23/03/22
Academic Year:	2021 - 2022 (ODD)	
Name of the Audit Members:	S. Mahendiran, HOD/MECH	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are filed	
Department minutes of meeting file	Department minutes available for all meeting	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available for all subjects	
Result Analysis file	Available	
Course file	Available for all subjects.	
Syllabus coverage file	Available.	
Syllabus file	Available	
Class committee file	Available with reports	
Master Attendance	Maintained with all entries	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available for all the subjects	
Department events file	Available	
Department budget file	Available.	
Lab stock register	Available for all Labs subjects	
Question paper audit file	Available for all subjects	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Internship Report need to be collected from students
Academic Calendar file	Available	
Faculty profile	Available.	

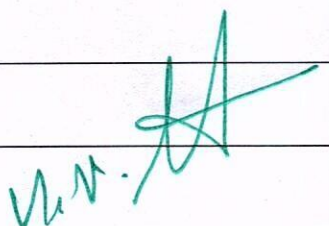
Mr. 

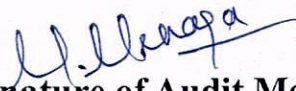

Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department:	ECE	Date: 20/07/22
Academic Year:	2021-2022 (Even)	
Name of the Audit Members:	Menaka.M	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	Need to check updations with time-table.
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

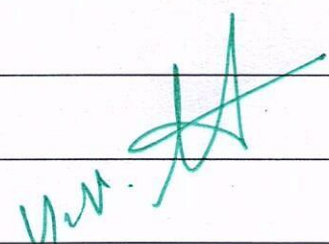
Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	Budget utilization to be prepared
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	AU schedule copy needed
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	V.N. 


Signature of Audit Member(s)



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: Mechanical Engineering		Date: 20/7/22
Academic Year: 2021 - 2022 (Even)		
Name of the Audit Members: Mrs. M. Gayathri, HOD / MBA		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available	
Department minutes of meeting file	minutes of meeting are recorded & available	
Staff work load file	work load file available	
Time table file	Time Table available	updated time table need to be kept.
Question bank file	Question bank for all subject	
Result Analysis file	Result analysis of I year available	
Course file	available for all subject	
Syllabus coverage file	status of syllabus every week available	
Syllabus file	Available	
Class committee file	available with minutes of meeting	
Master Attendance	Filled and maintained properly	
PTA file	Available	

Internal test schedule	IATs, model Exam schedules are available	
Internal question paper file	All internal test question are available	
Department events file	event files with reported are available	
Department budget file	Available	
Lab stock register	stock register updated and available	
Question paper audit file	All internal test question papers are audited	
Web portal entry file	web posted entries are filed.	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

M. Jayothi
Signature of Audit Member(s)



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Computer Science and Engineering</i>		Date: <i>20/07/22</i>
Academic Year: <i>2021-2022 (EVEN)</i>		
Name of the Audit Members: <i>Dr. S. Deepa, prof EEE M. Rathika, HOD ECE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available with Report</i>	<i>Need to be arranged</i>
Course file	<i>Maintained with all entries</i>	<i>otherwise.</i>
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available.</i>	

Internal test schedule	Available	Arrange the file in order
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Batch List need to kept
Academic Calendar file	Available	
Faculty profile	Available	N.V.

1. S. S. S. S. S.
2. H. H. H. H. H.
Signature of Audit Member(s)



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Information Technology</i>		Date: <i>20/07/22</i>
Academic Year: <i>2021-2022 (Even)</i>		
Name of the Audit Members: <i>Mr. S. Balaji</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>maintained</i>	
Department minutes of meeting file	<i>Details are verified.</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>maintained</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available & verified</i>	
Course file	<i>maintained</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>maintained</i>	
Master Attendance	<i>Filled with Attendance details.</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available	
Internal question paper file	Maintained	
Department events file	Maintained	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Maintained	
Web portal entry file	Maintained & verified	
Internal marks file	Available	
Students Internship/ IV/ Project file	details maintained	
Academic Calendar file	Available	
Faculty profile	Maintained	

Signature of Audit Member(s) 



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>ELECTRONICS AND COMMUNICATION ENGG.</i>		Date: <i>20/07/2022</i>
Academic Year: <i>2021 - 2022 (Even)</i>		
Name of the Audit Members: <i>Mrs. S. PRIYA, AP/CSE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are filed</i>	
Department minutes of meeting file	<i>All dept. minutes are maintained</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Properly maintained</i>	
Question bank file	<i>Available for all subjects</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available for all subjects</i>	
Syllabus coverage file	<i>Status maintained for every week.</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Maintained with minutes</i>	
Master Attendance	<i>Filled and maintained properly.</i>	
PTA file	<i>Available</i>	

Internal test schedule	Schedule maintained for all IATs, Model Exams	
Internal question paper file	All IATs, Model Exam QP are available	
Department events file	Available with reports	
Department budget file	Available	
Lab stock register	Stock registers are updated & Available	
Question paper audit file	All IATs, Model Exam QPs are audited	
Web portal entry file	Maintained for each entry, Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Updated and Available	
Academic Calendar file	Available	
Faculty profile	Available	

M.V. A

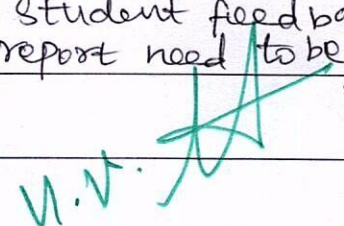
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Signature of Audit Member(s)



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Master of Business Administration</i>		Date: <i>20/7/22</i>
Academic Year: <i>2021-2022 (Even)</i>		
Name of the Audit Members: <i>Mr. S. Mahendiran, HOD/MECH</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are available</i>	
Department minutes of meeting file	<i>All Minutes are filed</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Question bank for all subjects are available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Course file for all subjects are available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available with Report</i>	
Master Attendance	<i>Maintained properly</i>	
PTA file	<i>Available</i>	

Internal test schedule	Internal Test Schedule is available for all subjects	
Internal question paper file	Question paper available for all internal exams	
Department events file	Available	
Department budget file	Available	
Lab stock register	Maintained for all Labs.	
Question paper audit file	Audit done for all internal exam question papers.	
Web portal entry file	All web portal entry details are filed.	
Internal marks file	Filed for all the classes	
Students Internship/ IV/ Project file	Available	Student feedback report need to be kept for I
Academic Calendar file	Available	
Faculty profile	Available	V.V. 


 Signature of Audit Member(s)



(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Electrical and Electronics N. Vanitha Engg.</i>		Date: <i>20/07/22</i>
Academic Year: <i>2021 - 2022 (Even)</i>		
Name of the Audit Members: <i>N. Vanitha, AP/ECE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are filed</i>	
Department minutes of meeting file	<i>Minutes available for all meetings</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>All subject question banks are documented</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available for all subjects</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available with report</i>	
Master Attendance	<i>Maintained with all entries</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available for all tests	
Internal question paper file	Available for all subjects	
Department events file	Available	
Department budget file	Available and verified	
Lab stock register	Maintained for all Labs	
Question paper audit file	Available and all internal question papers were audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	N.V. Jha

N.V. Jha
Signature of Audit Member(s)



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department:	<i>Science & Humanities</i>	Date: <i>20/07/22</i>
Academic Year:	<i>2021-2022 (Even)</i>	
Name of the Audit Members:	<i>Dr. S. Shankar Ganesh, Prof / Mech, S. Sarah, AP/IT, B. Thulasi Brindha, AP/EEE</i>	
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available with action taken Report</i>	
Master Attendance	<i>Filled all entries</i>	
PTA file	<i>Available</i>	

Internal test schedule	Internal Schedules available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Audited file available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Reports Available	Outcomes to be added
Academic Calendar file	Available	
Faculty profile	Available for all faculty	

1. *[Signature]*
2. *[Signature]*
3. B. *[Signature]*
Signature of Audit Member(s)



(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chittoor Main Road, Vellore - 632 059.

2020-2021

Academic and Administrative Audit Report (AAA)

Academic Year : 2019-2020 & 2020-2021

The following members of external experts are going to conduct an Academic and Administrative Audit (AAA) for the year 2019-2020 & 2020-2021 on 25.08.2021 from 10.30 am onwards in the college campus as per the following schedule.

S. No	Name of the Auditor	Department/Section to be Audited	Date
1	K. Shankar, Assistant Professor/MATHS C.Abdul Hakeem College of Engineering and Technology, Melvisharam, Arcot.	S&H and MBA	25.08.2021
2	Mr.A.M.Kothandam, Assistant Professor, Ranipettai Engineering College, Thenkadapanthangal, Wallajah, Tamil Nadu.	MECH , CIVIL and Exam Cell Section	25.08.2021
3	Mr.D.Prabhatharan, Electronics and Communication Engineering Adhi Parasakthi College of Engineering, G.B.Nagar, Kalavai-632506.	ECE&EEE and Administrative office	25.08.2021
4	Mr.D. Udaya Suriya Rajkumar, Assistant Professor, Computer Science and Engineering, Vemu Institute of Technology, Andhra Pradesh.	CSE ,IT and Library Section	25.08.2021

List of files and Documents Audited

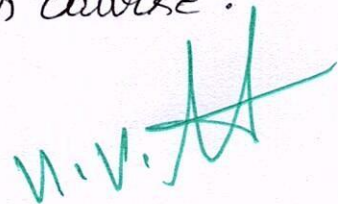
1. Academic Departments - Academic audit report
2. Library
3. Exam cell
4. Office

Observations by the Experts:

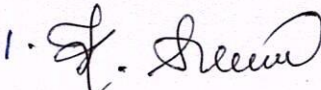
1. For the academic years 2019-2020 and 2020-2021, an internal academic audit was conducted, and academic audit reports are available in every department.
2. The internal assessment mechanism has been followed as per the guidelines given by Anna University.
3. File documentation is good in exam cell. All the process are progressing smoothly.
4. NDLI registration need to be done in the library.
5. The details kept in the office were found to be adequate as per the affiliation norms of Anna university.
6. Effective management support.
7. The scholarship file contained comprehensive documentation of the entire process flow, from start to finish.

Recommendations/ Suggestions:

1. Student's participation in innovation, incubation and Entrepreneurship activities has to be increased.
2. More faculties and students may be motivated to register for NPTEL and SWAYAM course.



Signature of the Experts:

1. 
2. A.M. Kothandaram

3. D. Zeelkatha

4. D. Udayasunilrajay



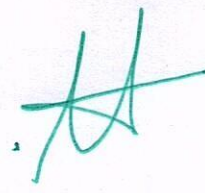
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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: Science and Humanities.		Date: 9/8/21
Academic Year: 2020-2021		
Name of the Audit Members: Dr. S. Deepa. Asso. prof / EEE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Minutes of Meeting are filled.	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available for all subjects.	
Course file	Available	Need to be arranged database.
Syllabus coverage file	Available	Result Analysis Sheets.
Syllabus file	Available	
Class committee file	Available with report.	
Master Attendance	Maintained with all entries.	
PTA file	Available	

Internal test schedule	All test schedule are filled	
Internal question paper file	All internal question paper	
Department events file	Events file available	
Department budget file	Available	
Lab stock register	Available.	
Question paper audit file	All question papers are audited and filled	
Web portal entry file	All Entry documents are filled	
Internal marks file	Available	Reports need to be collected
Students Internship/ IV/ Project file	Available.	
Academic Calendar file	Available.	
Faculty profile	Available for all faculty	

S. Deepa

Signature of Audit Member(s)

U.V. 



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Academic Audit Report		
Name of the Department:	INFORMATION TECHNOLOGY	Date: 26/07/21
Academic Year:	2020 - 2021	
Name of the Audit Members:	N. VANITHA, A PIECE	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are filed	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	All class time table filed	
Question bank file	All subject question banks are available	
Result Analysis file	Available	
Course file	Available for all subjects	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available with reports	
Master Attendance	Maintained properly	
PTA file	Available	

Internal test schedule	All Internal Exam Schedules are filed	
Internal question paper file	All question papers are filed.	
Department events file	Available	Feedback from students need to be filed
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All internal exam question papers are audited	
Web portal entry file	Available	
Internal marks file	Available for all the classes	
Students Internship/ IV/ Project file	Available	project patch detail need to be kept
Academic Calendar file	Available	
Faculty profile	Available	

N. V. Anas
Signature of Audit Member(s)

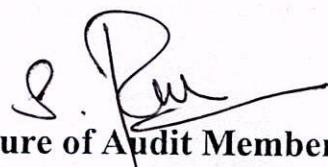
N. V. Anas

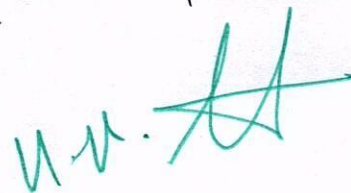


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Academic Audit Report		
Name of the Department: Master of Business Administration		Date: 09/08/21
Academic Year: 2020 - 2021		
Name of the Audit Members: S. POORNIMA, AP/PHYSICS		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are filed	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	Report need to be filed all ccm
Master Attendance	Mainted Properly	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available ^{all the} for classes	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	


 Signature of Audit Member(s)





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Academic Audit Report		
Name of the Department: <i>Computer Science and Engineering</i>		Date: <i>26/7/21</i>
Academic Year: <i>2020-2021</i>		
Name of the Audit Members: <i>Menaka M, HOD/IT S. Sarab, AP/IT, K Eethi Varman, AP/MECH</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	<i>AO Challenge results to be updated.</i>
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	Invitation - E copy only available
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	Elective Students list needed.
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	Few internship Certificates needed.
Academic Calendar file	Available	
Faculty profile	Available	PAN card ^{copy} needed for 1 faculty.

1. M. L. Prasad
Signature of Audit Member(s)

2. Prasanna
26/7/20

3. N. K. A.

N. K. A.



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Academic Audit Report		
Name of the Department: CIVIL Engineering		Date: 26.7.21
Academic Year: 2020-2021		
Name of the Audit Members: Ms. N. Devika, AP/MBA		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available	
Department minutes of meeting file	Minutes of meeting are recorded and available	
Staff work load file	Work load file available	
Time table file	Time table file Available	
Question bank file	Question banks for all subjects are available	
Result Analysis file	Result analysis of I year available	
Course file	Available for all subjects	
Syllabus coverage file	Syllabus coverage status for every week is available	
Syllabus file	Available	
Class committee file	Available with minutes of meeting	
Master Attendance	Filled & maintained Properly	
PTA file	Available	

Internal test schedule	IATS, Model Exam schedules are available	
Internal question paper file	All Internal test question papers are available	
Department events file	Event files with reports are available	
Department budget file	available	
Lab stock register	stock registers updated & available	
Question paper audit file	All Internal Test Question Paper are audited & filed	
Web portal entry file	web portal entries are filed	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

M. J. [Signature]

Signature of Audit Member(s)

U. V. [Signature]



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Academic Audit Report		
Name of the Department:		Date:
ELECTRONIC AND COMMUNICATION ENGS.		26/7/21
Academic Year:		
2020 - 2021		
Name of the Audit Members:		
Mr. S. Chandrasekar, AP/CIVIL		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available.	
Department minutes of meeting file	minutes of meeting are recorded and available	
Staff work load file	work load are available	
Time table file	Time Table available.	
Question bank file	Question bank for all subjects are available	
Result Analysis file	Result analysis of I year available	
Course file	Available for all subjects	
Syllabus coverage file	Syllabus coverage status for every week is available	
Syllabus file	Available.	
Class committee file	Available with minutes of meeting	
Master Attendance	Filled and maintained properly	
PTA file	Available.	

Internal test schedule	IATs, model Exam Schedules are available	
Internal question paper file	All internal test question. Papers are available	
Department events file	Event files with reports are available	
Department budget file	Available.	
Lab stock register	Stock registers updated & available.	
Question paper audit file	All internal test question Paper are audited & filed	
Web portal entry file	web Portal entries are filed	
Internal marks file	Available.	
Students Internship/ IV/ Project file	Available.	
Academic Calendar file	Available	
Faculty profile	Available.	

Signature of Audit Member(s)

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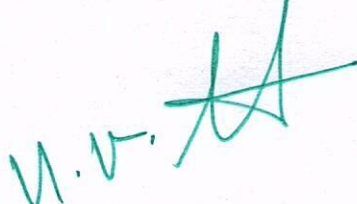


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Academic Audit Report		
Name of the Department: Electrical and Electronics Engineering		Date: 26/7/2021
Academic Year: 2020-2021		
Name of the Audit Members: M. Anitha, AP/CSE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars filed accordingly	
Department minutes of meeting file	Available for all meetings	
Staff work load file	Available for each semester	
Time table file	Available with revision and correction	
Question bank file	All subjects question bank available.	
Result Analysis file	Available (including revaluation)	
Course file	Available with proper data.	
Syllabus coverage file	Available for each week.	
Syllabus file	Available for each regulation.	
Class committee file	Available with reports.	
Master Attendance	Maintained for all sections and all subject entries.	
PTA file	Available with data.	

Internal test schedule	Available as per exam cell. schedules	
Internal question paper file	Available with Audit Report.	
Department events file	Available with report and photographs	
Department budget file	Available with proper statement	
Lab stock register	Available with maintenance record report	
Question paper audit file	Available with corrections	
Web portal entry file	Available for each period and year.	
Internal marks file	Available for each semester.	
Students Internship/ IV/ Project file	Available with report and signature	
Academic Calendar file	Available with proper indication of days	
Faculty profile	Available for all faculty with their curriculum certificates.	


Signature of Audit Member(s)


U.V. A



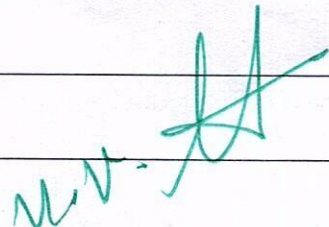
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2019-2020



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Academic Audit Report		
Name of the Department:	Computer Science and Engineering	Date: 18.11.2019
Academic Year:	2019 - 2020 (ODD)	
Name of the Audit Members:	M. Devika, AP/MBA N. Vanitha, AP/ECE	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are filed	
Department minutes of meeting file	Minutes available for all meetings	
Staff work load file	Available	
Time table file	Available	
Question bank file	All questions banks were documented	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available for all meetings	
Master Attendance	Maintained for all classes. All subject entries are available	
PTA file	Available	

Internal test schedule	All test schedules are files	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available and verified	
Lab stock register	Available	
Question paper audit file	All internal question papers were filed.	
Web portal entry file	Available.	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	



1. M. Jey
 2. N. V. ...
 Signature of Audit Member(s)

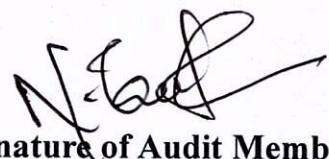


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Academic Audit Report		
Name of the Department:	Civil Engineering	Date: 18.11.19
Academic Year:	2019 - 2020 (ODD)	
Name of the Audit Members:	N. Keerthivarman AP/MECH	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available	
Department minutes of meeting file	All dept. minutes are filed and maintained	
Staff work load file	Available	
Time table file	Available	
Question bank file	Maintained for all subjects	
Result Analysis file	Available	
Course file	Available for all subjects	
Syllabus coverage file	Maintained every week status	
Syllabus file	Available	
Class committee file	Maintained with Minutes	
Master Attendance	Maintained properly	
PTA file	Available.	

Internal test schedule	IATs, Model exam Test schedule available	
Internal question paper file	All question paper are available	
Department events file	Files are maintained	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	IATs, Model exam QPs are audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Maintained	
Academic Calendar file	Available	
Faculty profile	Available.	

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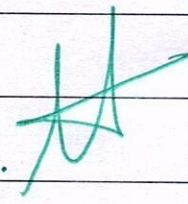


Signature of Audit Member(s)

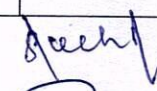



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Academic Audit Report		
Name of the Department:		Date:
Electronics & communication Engineering		18.11.2019
Academic Year:		
2019 - 2020 (DDD)		
Name of the Audit Members:		
S. POORNIMA AP/PHYSICS S. SARAH, AP/IT		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	Need to be arranged detewise
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	For all internal exams - Available Schedule	
Internal question paper file	Available	
Department events file	Available	Event report need to be filed for all events
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	Need to be arranged (datewise)
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	U.V. 



1. 
2. 

Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: EEE		Date: 18.11.19 18-11-19
Academic Year: 2019-2020		
Name of the Audit Members: Mr. J. Paul Richardson Gnananaj AP/ECE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All available	
Department minutes of meeting file	All meeting are recorded and available	
Staff work load file	work load file available	
Time table file	Time Table available	
Question bank file	for all subjects available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available with report	
Master Attendance	Maintained with all Entries	
PTA file	Available .	

Internal test schedule	Internal Exams Schedules available	
Internal question paper file	All are available	
Department events file	Event files with report available	
Department budget file	Available	
Lab stock register	Stock register updated and available	
Question paper audit file	All Question papers are audited	
Web portal entry file	web portal entries are filed	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available .	

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Handwritten signature in green ink
 Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: <i>Mechanical Engineering</i>		Date: <i>18.11.2019</i>
Academic Year: <i>2019-2020 (LODD)</i>		
Name of the Audit Members: <i>Aswathy C Nair, AP / CIVIL</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available</i>	<i>Sign missing in few Course file</i>
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available</i>	<i>Have to arrange few in date order</i>

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	M. V. J. A.
Academic Calendar file	Available	
Faculty profile	Available	

M. V. J. A.

~~Signature of Audit Member(s)~~



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Academic Audit Report		
Name of the Department:	Information Technology	Date: 18.11.2019
Academic Year:	2019-2020 (ODD)	
Name of the Audit Members:	Mr. S. Chandrasekar. AP/Civ.c.	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are filled	
Department minutes of meeting file	Minutes available for all meetings	
Staff work load file	Available	
Time table file	Available	
Question bank file	All questions banks were documented	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available for all meetings	
Master Attendance	Maintained for all classes All subject entries are available	
PTA file	Available	

Internal test schedule	All Test Schedules are filled	
Internal question paper file	Available	
Department events file	Available.	
Department budget file	Available and Verified	
Lab stock register	Available.	
Question paper audit file	All internal question paper were filled	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available.	

M.V.

M.V.

Signature of Audit Member(s)

M.V.



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Academic Audit Report		
Name of the Department: Master of Business Administration		Date: 18/12/19
Academic Year: 2019-2020 (ODD)		
Name of the Audit Members: M. Anitha P/CE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available with proper action taken date.	
Staff work load file	Available for each semester.	
Time table file	Available including revision	
Question bank file	Available for each semester as per curriculum	
Result Analysis file	Available including evaluation comparison	
Course file	Available for each subject semester	
Syllabus coverage file	Available for each month.	
Syllabus file	Available as per regulation	
Class committee file	Available with report	
Master Attendance	Available with proper indication.	
PTA file	Available.	

Internal test schedule	Available with change in schedule.	
Internal question paper file	Available semwise.	
Department events file	Available with reports	
Department budget file	available with proper bill	
Lab stock register	available	
Question paper audit file	available with report	
Web portal entry file	available with regular specification.	
Internal marks file	available	
Students Internship/ IV/ Project file	available with report indicating	N.V. ✓
Academic Calendar file	available with data	
Faculty profile	available with FDP workshop certificate	

N.V. ✓


Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: <i>Science and Humanities</i>		Date: <i>18/12/19</i>
Academic Year: <i>2019-2020 (ODD)</i>		
Name of the Audit Members: <i>Dr. S. Deepa, Asst. prof EEE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available.</i>	
Syllabus coverage file	<i>Available.</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available for all subject.</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available.</i>	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	IV Report Need to be filed
Academic Calendar file	Available	
Faculty profile	Available	

M.V.H.

S. Deepa
Signature of Audit Member(s)



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2018-2019



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Academic and Administrative Audit Report (AAA)

Academic Year : 2018-2019

The following members of external experts are going to conduct an Academic and Administrative Audit (AAA) for the year 2018-2019 on 15.05.2019 from 10.30 am onwards in the college campus as per the following schedule.

S. No	Name of the Auditor	Department to be Audited	Date
1	K. Shankar, Assistant Professor/MATHS C.Abdul Hakeem College of Engineering and Technology, Melvisharam, Arcot.	S&H and MBA	15.05.2019
2	Mr.A.M.Kothandam, Assistant Professor, Ranipettai Engineering College, Thenkadapanthangal, Wallajah,Tamil Nadu.	MECH, CIVIL and Administrative Office	15.09.2019
3	Mr.D.Prabhatharan, Assistant Professor, Electronics and Communication Engineering Adhi Parasakthi College of Engineering, G.B.Nagar, Kalavai- 632506.	ECE,EEE and Exam Cell	15.09.2019
4	Mr.D. Udaya Suriya Rajkumar, Assistant Professor, Computer Science and Engineering, Vemu Institute of Technology, Andhra Pradesh.	CSE ,IT and Library Section	15.09.2019

List of files and Documents Audited

1. Academic Departments - Academic Audit Report
2. Library
3. Exam Cell
4. Office

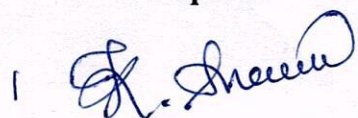
Observations by the Experts:

1. The audit team checked the internal assessment mechanism for the academic year 2018-2019. The assessment has been done as per the guidelines given by the university.
2. The Examination Process is progressing smoothly.
3. An adequate number of books and Journals are available in the library.
4. Basic amenities and infrastructure in the college are very good.

Recommendations/ Suggestions:

1. Industry Internships can be made mandatory for all students.
2. More Practical orientation is to be supported through Mini-projects and technical Seminars.
3. Students are given good training and Placements and it may further be improved.

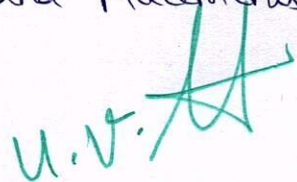
Signature of the Experts:

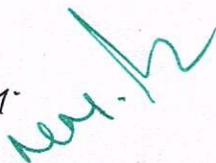
1. 

2. A. M. Kothandey

3. D. Leelaktha

4. D. Udayasumigay

U.V. 





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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Information Technology</i>		Date: <i>14/11/2018</i>
Academic Year: <i>2018-2019 (ODD)</i>		
Name of the Audit Members: <i>N. VANITHA, A P I E C E</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are available</i>	
Department minutes of meeting file	<i>All department minutes are filed</i>	
Staff work load file	<i>workload available for bo</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available for all</i>	
Result Analysis file	<i>Available for all subjects.</i>	
Course file	<i>Available for all subjects.</i>	<i>Sign missing in few course files.</i>
Syllabus coverage file	<i>Syllabus coverage status for every week is available.</i>	
Syllabus file	<i>Available.</i>	
Class committee file	<i>Available with minutes</i>	
Master Attendance	<i>Filled and maintained properly</i>	
PTA file	<i>Available</i>	

Internal test schedule	IATs, model exam and all internal test schedules are available	
Internal question paper file	All question papers are available	
Department events file	Available with reports.	
Department budget file	Available	
Lab stock register	Stock registers updated and available.	
Question paper audit file	All internal test question papers are audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

N.V. Pilla

N.V. Pilla
Signature of Audit Member(s)

N.V. Pilla



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Academic Audit Report		
Name of the Department: <i>Computer Science and Engineering</i>		Date: <i>14/11/18</i>
Academic Year: <i>2018 - 2019 (ODD)</i>		
Name of the Audit Members: <i>Dr. S. Deepa Asso. Prof/EEE</i> <i>N. Keerthivarman, AP/MECH</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circular are documented</i>	
Department minutes of meeting file	<i>All meeting minutes are available</i>	<i>Need to be arranged date wise</i>
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available for all the subjects</i>	
Result Analysis file	<i>Available for all the classes</i>	
Course file	<i>Available</i>	<i>Sign is missing in few course files</i>
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available with report</i>	
Master Attendance	<i>Maintained with all entries</i>	
PTA file	<i>Available.</i>	

Internal test schedule	All internal exam schedule are filed	
Internal question paper file	Available for all subjects	
Department events file	Available	
Department budget file	Available	Service and maintenance bill need to be attached
Lab stock register	Available	
Question paper audit file	All question paper were audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available.	

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1. S. Deepa

2. N. Deepa

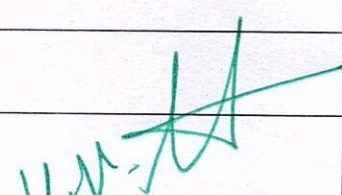
Signature of Audit Member(s)


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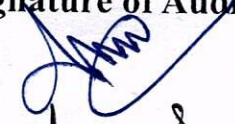

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Academic Audit Report		
Name of the Department:	Master of Business Administration.	Date: 31.12.18
Academic Year:	2018 - 2019 - ODP	
Name of the Audit Members:	E. Kumaresan, AP/Maths Mr. S. Chandrasekhar, AP/Civil.	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available.	
Department minutes of meeting file	Minutes of meeting are recorded and available.	
Staff work load file	work load are available.	
Time table file	Time table available.	
Question bank file	Question banks for all subjects are available.	
Result Analysis file	Result analysis of I year available.	
Course file	Available for all subjects	
Syllabus coverage file	Syllabus coverage status for every week is available.	
Syllabus file	Available.	
Class committee file	Available with minutes of meeting.	
Master Attendance	Filled and maintained properly	
PTA file	Available.	

Internal test schedule	IATs, Model Exam Schedules are available	
Internal question paper file	All internal test question Paper are available	
Department events file	Event files with reports are available.	
Department budget file	Available	
Lab stock register	Stock registers updated & available.	
Question paper audit file	All internal test question. Paper are audited & filed	
Web portal entry file	web Portal entries are filed	
Internal marks file	Available.	
Students Internship/ IV/ Project file	Available.	
Academic Calendar file	Available	
Faculty profile	Available	



Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department: <i>ECE</i>		Date: <i>14.11.2018</i>
Academic Year: <i>2018-19 ODD</i>		
Name of the Audit Members: <i>Menaka M - HOD/CSE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	<i>Faculty sign to be done in updated copy.</i>
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	<i>One CCM report to be included. Long absentees to be marked explicitly.</i>
Master Attendance	<i>Available</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available	GMT-2 seating to be included.
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	Receipts for lab Consumables needed.
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

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Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department:		Date:
Civil Engineering		14/11/2018
Academic Year:		
2018-2019 (OOD SEM)		
Name of the Audit Members:		
Mrs. S. Sarah, AP/IT		
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	Tutorial hours to be mentioned
Question bank file	Available	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	All events, days to be mentioned.
Faculty profile	Available	

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Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department: MECH	Date: 14.11.18	
Academic Year: 2018-19 (ODD)		
Name of the Audit Members: Mr. J. Paul Richardson Gnanaraj AP/ECE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are available	
Department minutes of meeting file	Minutes of meeting are recorded and available	
Staff work load file	Work load available file	available
Time table file	Time Table available	
Question bank file	Question bank for all subjects	
Result Analysis file	Result analysis of I year available	
Course file	available for all subjects	
Syllabus coverage file	status of syllabus every week available	
Syllabus file	Available	
Class committee file	available with minutes of meeting	
Master Attendance	Filled and maintained properly	
PTA file	Available	

Internal test schedule	IATs, Model Exam Schedules are available	
Internal question paper file	All Internal test questions are available	
Department events file	Event files with report are available	
Department budget file	Available	
Lab stock register	Stock registers updated and available	
Question paper audit file	All internal test question papers are audited	
Web portal entry file	Web portal entries are filed	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

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~~Signature~~
Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department:	EEE	Date: 14.11.18
Academic Year:	2018-2019 (CODD)	
Name of the Audit Members:	MS. M. Devika, AP/MBA	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are documented	
Department minutes of meeting file	All meeting minutes are available	
Staff work load file	Available	
Time table file	Available	Revised time table need to be kept
Question bank file	Available for all the subjects	
Result Analysis file	Available for all the classes	
Course file	Available	
Syllabus coverage file	Available	need to be arranged date wise
Syllabus file	Available	
Class committee file	Available with Report	
Master Attendance	maintained with all electives	
PTA file	Available	

Internal test schedule	All Internal exam schedules are filed	
Internal question paper file	Available for all subjects	
Department events file	Available	Feedback samples missing for few events
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All question papers were audited for Internal exams	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available. Project batch list need to be included	
Academic Calendar file	Available	
Faculty profile	Available	

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Signature of Audit Member(s)



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Academic Audit Report		
Name of the Department: <i>S & H</i> <i>Science and Humanities</i>		Date: <i>31/12/18</i>
Academic Year: <i>2018-19 (ODD)</i>		
Name of the Audit Members: <i>M Anitha, A/Asst</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available.</i>	
Question bank file	<i>Available</i>	<i>Need sem/sec specification</i>
Result Analysis file	<i>Available</i>	<i>Need Name list file</i>
Course file	<i>Available</i>	<i>As per student alone. COPO required with add on details</i>
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	<i>Batch wise segregation is good.</i>
PTA file	<i>Available</i>	

Internal test schedule	Available	
Internal question paper file	Available	A alignment required in some Q.P.
Department events file	Available	need photograph
Department budget file	Available	Maintenance data missing.
Lab stock register	Available	Service Summary required
Question paper audit file	Available.	changed QP/ corrected QP need to be attached.
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	consolidated report sem wise required
Academic Calendar file	available.	
Faculty profile	Available	attended seminar certificate may all attached.

u.v.

[Signature]
Signature of Audit Member(s)

u.v.



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Academic Audit Report		
Name of the Department: <i>ECE</i>	Date: <i>17.04.2019</i>	
Academic Year: <i>2018-19 Even</i>		
Name of the Audit Members: <i>Menaka.M - HOD/CSE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	
Master Attendance	<i>Available</i>	
PTA file	<i>Available</i>	

Internal test schedule	Available	
Internal question paper file	Only Partial updated.	Need to include PAT-2.
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

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M. L. Sharma
Signature of Audit Member(s)

U. V. [Signature]



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Science and Humanities</i>		Date: <i>15/9/2019.</i>
Academic Year: <i>2018-2019 (Even)</i>		
Name of the Audit Members: <i>M. ANITHA, AP/CSE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>Available.</i>	
Department minutes of meeting file	<i>Available</i>	<i>Some</i>
Staff work load file	<i>Available.</i>	
Time table file	<i>Available</i>	<i>Need correction/ revision specification.</i>
Question bank file	<i>Available</i>	
Result Analysis file	<i>Available</i>	<i>Highlights required.</i>
Course file	<i>Available</i>	<i>Some ^{pages} signature missing.</i>
Syllabus coverage file	<i>Available</i>	<i>Some repeated data (one/two)</i>
Syllabus file	<i>Available</i>	
Class committee file	<i>Available</i>	<i>Need report for some class meeting.</i>
Master Attendance	<i>Available</i>	<i>Some faculty signature missing.</i>
PTA file	<i>Available</i>	<i>Count Required.</i>

Internal test schedule	Available	
Internal question paper file	available	Faculty signature missing in some ap
Department events file	available	
Department budget file	available	
Lab stock register	available.	need detailed data like configuration.
Question paper audit file	available	
Web portal entry file	available.	corrections reflected
Internal marks file	available	
Students Internship/ IV/ Project file	available	
Academic Calendar file	available	
Faculty profile	available	FDP certificate required.

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Signature of Audit Member(s)

Handwritten signature in green ink



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Academic Audit Report		
Name of the Department: <i>Computer science and Engineering</i>		Date: <i>17.4.19</i>
Academic Year: <i>2018 - 2019 (Even)</i>		
Name of the Audit Members: <i>Dr. S. Deepa Asso. Prof / ECE N. Keerthivarman , AP / MECH</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circular are available</i>	
Department minutes of meeting file	<i>Minutes of Meeting are recorded and available</i>	
Staff work load file	<i>work load available file</i>	
Time table file	<i>Time Table available</i>	
Question bank file	<i>Question bank for all subjects.</i>	
Result Analysis file	<i>Result analysis of I year available.</i>	
Course file	<i>available for all subjects</i>	
Syllabus coverage file	<i>status of syllabus every week available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>available with minutes of meeting</i>	
Master Attendance	<i>Filled and maintained properly</i>	
PTA file	<i>Available.</i>	<i>appointment order missing for few students</i>

Internal test schedule	IATs, Model exam schedules are available	
Internal question paper file	All internal Test questions are available	
Department events file	event files with report are available	
Department budget file	Available	
Lab stock register	stock register update and available	
Question paper audit file	All internal Test question paper audited	
Web portal entry file	web portal entries are filed	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	IV report need to be documented
Academic Calendar file	Available	
Faculty profile	Available	

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1. S. Deepa

2. N. ~~Deepa~~

Signature of Audit Member(s)

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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: <i>Information Technology</i>		Date: <i>17.04.19</i>
Academic Year: <i>2018-2019 (Even)</i>		
Name of the Audit Members: <i>N. Vanitha, A PIECE</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All circulars are documented</i>	
Department minutes of meeting file	<i>All meeting minutes are available</i>	
Staff work load file	<i>Available</i>	
Time table file	<i>Available</i>	<i>Revise time table need to be kept</i>
Question bank file	<i>Available for all the subjects</i>	
Result Analysis file	<i>Available for all the classes</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Available</i>	
Syllabus file	<i>Available</i>	
Class committee file	<i>Available with Report</i>	
Master Attendance	<i>Maintained with all entries</i>	
PTA file	<i>Available.</i>	

Internal test schedule	All Internal exam Schedules are filed	
Internal question paper file	Available for all subjects	
Department events file	Available	Feedback samples missing for few events
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All question papers were audited for internal exams	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available. project batch list need to be included	
Academic Calendar file	Available	
Faculty profile	Available	

u.v.

N. V. [Signature]
Signature of Audit Member(s)

u.v.



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Chittoor Main Road, Vellore - 632 059.

Academic Audit Report		
Name of the Department: MECH		Date: 17.4.19
Academic Year: 2018-2019 (Even)		
Name of the Audit Members: Mr. J. Paul Richardson Gnanasaj AP/ECE		
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are documented	
Department minutes of meeting file	All meeting minutes are available	
Staff work load file	Available	
Time table file	Available	Revise time table to be kept
Question bank file	Available for all the subjects	
Result Analysis file	Available for all the classes	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available	
Class committee file	Available with report	
Master Attendance	Maintained with all entries	
PTA file	Available.	

Internal test schedule	All internal exam schedules are filed	
Internal question paper file	Available for all subjects	
Department events file	Available	Feedback samples missing for few orgs.
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	All question papers were audited	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

m.v.

[Signature]
Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department:	Civil Engineering	Date: 17/4/2019.
Academic Year:	2018 - 2019 (Even)	
Name of the Audit Members:	S. Sarah, AP/IT	
List of Files:	Observations	Remarks/ Suggestions
Circular file	Available	
Department minutes of meeting file	Available	
Staff work load file	Available	
Time table file	Available	
Question bank file	Available	
Result Analysis file	Available.	
Course file	Sign missing in few documents	
Syllabus coverage file	Available	
Syllabus file	Available.	
Class committee file	Available with Action Taken Report	
Master Attendance	Available	
PTA file	Available	

Internal test schedule	Available	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available	
Lab stock register	Available	
Question paper audit file	Available	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available	

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Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department: <i>Electrical and Electronics Engineering</i>		Date: <i>17.4.19</i>
Academic Year: <i>2018 - 2019 (Even)</i>		
Name of the Audit Members: <i>MS. N. Devika, AP/MBA</i>		
List of Files:	Observations	Remarks/ Suggestions
Circular file	<i>All the files are available</i>	
Department minutes of meeting file	<i>Available</i>	
Staff work load file	<i>All files are available</i>	
Time table file	<i>Time table is scheduled & available</i>	
Question bank file	<i>All subject question bank are available</i>	
Result Analysis file	<i>All files are available</i>	
Course file	<i>Available</i>	
Syllabus coverage file	<i>Syllabus coverage file is available</i>	
Syllabus file	<i>available</i>	
Class committee file	<i>Class Committee file available</i>	
Master Attendance	<i>maintained Properly & Available</i>	
PTA file	<i>PTA File is Available</i>	

Internal test schedule	Internal Test schedule is available	
Internal question paper file	Question Paper file is available	
Department events file	Department events files are available	
Department budget file	available	
Lab stock register	available	
Question paper audit file	All files are available	
Web portal entry file	Web portal entry File is available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Academic calendar file	
Faculty profile	available	

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Signature of Audit Member(s)

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Academic Audit Report		
Name of the Department:	MASTER OF BUSINESS ADMINISTRATION	Date: 15.09.19
Academic Year:	2018 - 2019 (Even)	
Name of the Audit Members:	Mr. S. Chandrasekar. AP / civil. E. Kumarasan. AP / maths	
List of Files:	Observations	Remarks/ Suggestions
Circular file	All circulars are filled	
Department minutes of meeting file	Minutes available for all meetings	
Staff work load file	Available.	
Time table file	Available	
Question bank file	All questions banks were Documented	
Result Analysis file	Available	
Course file	Available	
Syllabus coverage file	Available	
Syllabus file	Available.	
Class committee file	Available for all meetings	
Master Attendance	Maintained for all classes All subject entries are available.	
PTA file	Available.	

Internal test schedule	All Test Schedules are files	
Internal question paper file	Available	
Department events file	Available	
Department budget file	Available and verified	
Lab stock register	Available.	
Question paper audit file	All internal question paper were filed	
Web portal entry file	Available	
Internal marks file	Available	
Students Internship/ IV/ Project file	Available	
Academic Calendar file	Available	
Faculty profile	Available.	

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Signature of Audit Member(s)

1. *[Handwritten signature]*
 2. *[Handwritten signature]*
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