



OBSERVATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

The AAA was held between 10.12.2018 – 14.12.2018 by a panel of members, from the various departments appointed by the Co-ordinator - IQAC in consultation with the Principal of the college. The Audit was conducted in an organised manner; following the audit, observations were recorded and a summary with recommendation is submitted by the Internal Quality Assurance Cell to the Principal and the Management.

Observations of the audit would include the following:

Automobile Engineering:

Time table do not include extra slots for co-curricular and extra-curricular activity. Lab manual available, but additional experiments are found to be lagging. Course coverage is fully covered. Elective course selection is done as per university norms. Events organised are in line to the curriculum. Student admissions are found to be less. Mentoring system is well maintained. Remedial classes are conducted, and 50% of students attending such classes are found to have cleared their back log arrears. Faculty members with Ph.D and enrolment to professional societies is not satisfying. Faculty members are found not appearing for online course tests such as Swayam / NPTEL, etc... Consultancy works, sponsored projects are not taken up by the department faculty members. Innovation in T/L process is missing. 40% of the curriculum gap is filled through conduct of special courses, seminars and guest lectures.

Civil Engineering:

Teaching work load distribution is partially done. Course file readiness is satisfactory, but has to be made available for the students. Lab manual is found to be right in all aspects, but it does not include additional experiments. CO,PO Mapping and PSO assessments are done partially. Curriculum gap analysis is done and actions are further actions are taken through conduct of special courses and guest lectures. Final year student projects were verified , but various fields may be opted. Quality of mentoring is good. Remedial classes are conducted, and 40% of the students attending the same are found to have cleared their



back log arrears. Ph.D faculties are found to be quite less. Faculty members are not found to be taking up inline courses. 5% of the courses beyond curriculum is covered through seminars and guest lectures. Govt. sponsored projects are not taken up, 1 consultancy work is undertaken by the department faculty members. Conference publications are found to be few. 2 faculty members have enrolled in professional society membership and are utilising the membership amenities. Industry-Academia events conducted are found to be few. Department library is not digitalised.

Computer Science and Engineering:

Adherence to academic calendar is found to be satisfying. Faculty work load is distributed as per designation. One extra hour allotted in time table for extra curricular activities. Lesson plan prepared and made aware to students through ERP system. Course file verified , and few faculty signs are missing in it. Curriculum gap identification made and action taken through conduct of special courses. Final year project verified, but should be more industry based. For internships govt sector should be opted out. Student admissions need improvements. Remedial classes are conducted and 3 students have cleared their arrears out of such classes. Online courses, Consultancy works and sponsored projects are not taken up by faculty members. Journal publication and conference publications are found to be satisfactory. 2 faculty members have enroled in professional societits. IPR Rrelated events are few and industrial guest lectures are found to be only 2. MoUs signed is goo and satisfying. Department library is not digitalised.

Electronics and Communication Engineering:

Time table slot includes an hour for extra-curricular activities. Lab manual maintained as per Anna University syllabus, But do not include additional experiments. Gap in syllabus identified and action taken through conduct of special courses. Students final year projects are well planned and maintained as per norms. Student admission has to be concentrated. Remedial classes are conducted and 50 % of students attending it are found to have cleared their arrear papers. Faculty members with Ph.D is found to be few. Faculty are not found to be taking up online courses, sponsored projects and consultancy works.



15% of the courses beyond curriculum are handled with conduct of special courses. Faculty enrolment in professional societies is not satisfying. Courses of VET can be improvised. MoUs are renewed. Sufficient ICT enabled class rooms are available. No events conducted under professional society sponsorship.

Electrical and Electronics Engineering:

Faculty work load is found to be fairly distributed. Curriculum gap analysis done and more concentration need to be done on filling the gap. Quality of special courses is found to be good and satisfactory. Final year student project planning and monitoring need to be improved. Summer internship and internships has to be done in varied fields of industries. Student's admission needs much attention. Through the remedial classes conducted 50% of the students are found to have cleared their back log arrears. Faculty with Ph.D ate found to be low. Percentage of retention as compared to previous years is satisfactory. Content delivery through PPT and other LMS has increased. Innovations in T/L Process are satisfactory. Conference publications are found to be few5 non-govt projects are taken up by the department faculty members. Department Library need to be digitalised.

Mechanical Engineering:

Academic calendar is prepared well and adhered. Time table need to include extra hours for extra-curricular activities. Lab manual is kept ready, but more attention needed on bringing in additional experiments. In course file signatures of the faculty members are found missing. Conduct of special courses is found to match the learning need of the students. Student final year projects need to be industry based. Out of the remedial courses conducted, 8 students benefitted and cleared their back log arrears. Faculty with Ph.D are found to be too few in the department. The percentage retention of students as compared to previous is 50. Faculty enrolling for online courses is not satisfactory. The courses beyond curriculum is filled through conduct of Industry-Institute interactions. Sponsored projects and consultancy work are not taken by the department. Paper / Book publication by the students and faculty members are not satisfactory. Industry related guest lectures and IPR

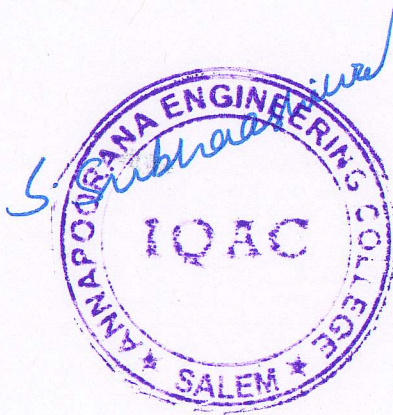


related events need to be concentrated more. No events are found to have conducted under professional society sponsorship.

Governance, Student Support and Infrastructure:

Strategic plans are well laid and followed to achieve them. Number of Conferences, FDPs, Technical Events for teaching and admin staff need to be increased. Grievance redressal mechanism followed well. ISO Certification received. Social activities conducted through NSS s found satisfactory. Scholarship disbursements are done as per norms. Placement training cell need to concentrate more on training students on skill development and thereby increase student placements. IAS Coaching classes started .Alumni registration is up to 65% and contribution details are fairly maintained. Language Labs are available. Zonal level sports tournament are organised. Separate boys & Girls hostel is available. Other amenities such as internet, Wi-fi, drinking water facility, Gym and security services are found satisfactory.

NOTE: As per suggestions made in previous audits, its good to note that ICT enabled class rooms have increased over the years.




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RECOMMENDATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

- Apart from the renewal of existing MoUs, more new MoUs need to be signed by the college with Industrial Houses and institutes for Internship, Inplant training and Industrial Visits.
- Societal services through NSS need to be improved more.
- More attention shall be given for student admissions. Number of FDPs, Conferences and IPR related events need to be organised in more numbers.
- Experts from IITs and Industrialists from MNCs may be invited for Guest lecture to be conducted.
- Events need to be organised with sponsorship from Professional societies.
- Faculty enrolment in professional Societies must be encouraged with part payment from the management side.
- Faculty members should be motivated to take up Swayam / NPTEL online courses. Consultancy project should be done on a regular basis.
- Faculty members should be motivated to register for Ph.D. Students final year projects should be Industry oriented. For student's internship, preference should be given for varying nature of companies.
- Conference publications by student and faculty members need to be insisted more. Paper publications and Book Publications has to be increased to a higher level.
- More innovations in T/L Process need to be initiated.
- Curriculum gap identification and consecutive action taken along with proof need to be maintained in respective department.
- Remedial classes has to be more strictly monitored in order to make more students clear their back log arrears through such classes.
- Conduct of special courses is satisfactory and yet new courses can be introduced to the existing ones. Final year project should be planned on different domains.
- For student's internship, preference should be given for varying nature of companies.
- Infrastructure facility of the college need to be enhanced. Sports facilities need to be increases.
- Remedial classes need to be conducted in a more stringent manner and more percentage of students has to clear their back log vacancies through such classes.

S. Subhashini
Principal

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