ANNAPOORANA ENGINEERING COLLEGE
(Approved by AICTE-New Delhi, Affiliated to Anna University, Chennai)
ISO 9001:2015 Certified Institution
NH-47 Sankari Main Road, Periyaseeragapadi, Salem-636308, Tamilnadu.
www.aecsalem.edu.in

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CERTIFIED

OBSERVATIONS & SUMMARY OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

The Academic and Administrative Audit (AAA) was held between 18.11.2019 - 22.11.2019 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:

The department level Academic Calendar is prepared in line with University calendar, and the adherence calendar is also maintained well. Timetable with slots for co curricular activities is prepared and uploaded in ERP. Course file and Lab manual are completed. E-learning modules are used in TLP, but need to be loaded in ERP. Elective course selection is as per Anna University norms. Value Added course and Certificate course are planned and executed appropriately. Final year projects need to be done in domain areas. Efforts for slow learners are taken by extra coaching classes and Assignments. NPTEL Videos are shared for Advanced learners. Faculty on roll during that particular period is 10. No NPTEL, Swayam or MOOC Certification courses are been completed by the faculty members. Conferences attended by faculty members are only 1.No FDPs are organised in the department. Ph.d guidance is also found to be nil. Only 1 faculty has taken up membership in professional body. Sponsored projects and consultancy works from the department is found nil. Journal publication is 4 and 2 Book publications are made. Industry interaction is found to be less and department infrastructure is found sufficient.

Civil Engineering:

Time Table has extra slots allotted for co-curricular and extra-curricular activities and ERP uploaded. Course file are found ready. Lab manual exists as per norms, but additional experiments need to be included. Course coverage is complete. 5 Co for all courses were identified. Co-Po mapping is done. Special courses are conducted in a good manner, yet new courses are suggested to be included to the existing list. Events are conducted in line with

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the curriculum. Final year project planning and monitoring is verified to be good. Student mentoring system is good and remedial classes are taken for slow learners. For Advanced learners , they are motivated to attend conferences and symposium. Faculty members are not found to have taken up online courses. Faculty members handle classes using PPT and other LMS. No sponsored projects are taken up and 4 consultancy works is done by the department. Conference papers / Book publications and enrolment in professional societies are found satisfying. Guest lecture with industry persons are organised. Fresh MoU signed is 1 and no events are conducted under the sponsorship from professional societies. Department library exists, and utilised well.

Computer Science & Engineering:

Adherence to Academic Calendar is satisfying. Time table includes on extra hour for Extra-curricular activities. Lesson plan is prepared ontime and circulated through ERP to students also. Course file and Lab manual is made ready as per Anna University syllabus. CoPo mapping is done. NPTEL Videos and U-Tube videos are used in TLP. Course delivery through PPT is satisfying. Value added course and Certificate Course are well planned and monitored. Final year project planning is done and quality of the project is well maintained. Mentor-Mentee allotments are done and remedial classes are organised properly for the slow learners. Events are organised in a way that integrate with the curriculum. Online courses are not taken up by the department. Staff profile is maintained well in the department. No FDPs are organised by the department. 14 faculty members of the department have participated in conferences & FDPS. The department is not found to have taken up sponsored projects or consultancy work. Journal publications are found to be 6 in number. 2 Faculties have found to have enrolled under Professional Society. 1 Industry person has come as resource person for seminar/ guest lecture. 2 IPR related activities have been organised. Technical events are not found to be conducted under professional society sponsorship. Department library is well maintained, and registers maintained as per norms.

Electronics and Communication Engineering:

Adherence to Academic Calendar is satisfying. Time table includes on extra hour for Extra-curricular activities. Course file readiness is found good. Lab manual is made ready as per Anna University syllabus. Events are organised in a way that integrate with the

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curriculum. Final year projects guidance is given through online mode and is found to be Industry-based. Conduct of special courses is found to be good. Mentor-Mentee allotment is done and counselling is done through online sources and remedial classes are conducted for weak students. Online courses such as NPTEL, MOOC are not found to be taken up by the department faculty members. Course delivery through e-learning sources and PPT is satisfying. 2 faculty members have participated in FDPs and 2 have attended conference / workshop.1 Faulty has published in Elsevier journal, other research activities need to be improved. The department is not found to have taken up sponsored projects / consultancy work. IPR & Industry innovation need to be improvised. Technical events are not found to be conducted under professional society sponsorship. Department library is well maintained.

Electrical and Electronics Engineering:

Academic calendar is found to be well prepared, and adherence calendar maintained. Work load distribution is fairly done. Time table is found to adhere with university norms. Staff profile is maintained , but few certificates are found missing. Course file readiness is good but some areas need to be completed in full. Special courses are satisfactory, but can be improvised. Student project planning is properly maintained, but can be made industrial oriented. Quality of mentoring and remedial classes is satisfactory . Faculty members participation FDPs is 5, and no FDP is organised by the department. Faculties taking up online courses in 1. Maintenance register and Stock register are maintained in laboratories. Faculty research activities on doing sponsored projects or consultancy work or journal / book publication or patent registration is found nil. IPR Workshops and events conducted with professional society sponsorship is found to be not satisfying. Department library though not digitalised, is well maintained.

Mechanical Engineering:

Academic calendar is well prepared, and adherence calendar also maintained at the department level. Course file and lab manual are available in the department and is found complete. Co-Po mapping is done. VAC & CC are properly planned and executed. Elective courses are selected as per university norms. Projects for final year and mini projects is well-planned and industrial oriented. Mentor-mentee allotments are made and the

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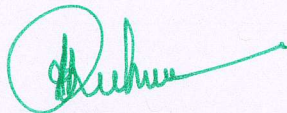**www.aecsalem.edu.in**

remedial classes for weak students are conducted. Faculty members are not found to have taken up online courses, sponsored projects or consultancy work. 4 Faculty members have attended conferences , 8 faculty have participated in FDPs and no FDPs are organised by the department. 5 Journal publications are made by the faculty members and 5 book publications are made. Faculty members are not found to enrol in professional societies. Events and guest lectures by industrial persons are found to be 2. 1 new MOUs are signed by the department for internship and training. Department library is well established, and utilised by students.

Science & Humanities:

Master Timetable is prepared and uploaded in ERP. Course file and lab manual and lesson plan are available in the ERP t and is found complete. Co-Po mapping is done. Mentor-mentee allotments are made and the remedial classes for weak students are conducted with extra coaching and tests through online mode and advanced learners are given NPTEL videos for additional learning. Faculty members are not found to have taken up online courses, such as MOOC or NPTEL. Total number of faculty on roll is 18 . 11 Faculty members have attended conferences , 2 faculty have participated in FDPs . 5 Journal publications are made by the faculty members. Events and guest lectures by industrial persons are found to be 2. Department library is well established, and maintained.

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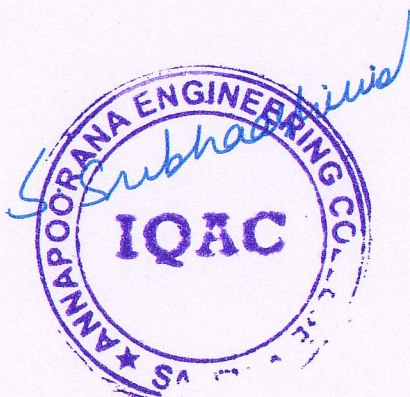**www.aecsalem.edu.in**

SUMMARY OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA):

Adherence to academic calendar need to be strictly followed. Academic calendar need to inculcate placement training schedules also. Staff file should be complete in all aspects , when maintained in the respective departments. Faculty should take up online courses and should motivate students to do online courses . Course file & Lab manual should be complete in all aspects and properly monitored by the HoD. Apart from the existing renewals, departments should take additional efforts to sign new MOU with several Industrial Houses and institutes for Internship, Inplant training and Industrial Visits.

More number of FDPs, Conferences and IPR related events with Industry persons as resource persons need to be organised. Consultancy project and sponsor projects should be taken up on a regular basis. Events need to be organised with sponsorship from Professional societies and by Industrial experts. To encourage faculty enrolment in professional Societies, part payment should be made from the management side. Faculty members should be motivated with stipend to register for Ph.D faculty members with Ph.D must have guidance. 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. Students final year projects should be more Industry oriented. For student's internship, preference should be given for varying nature of core 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. Faculty participation in research must be insisted upon. Patent registrations and Book publications must be increased by the faulty members.

IQAC

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