



ANNAPOORANA ENGINEERING COLLEGE

(An Autonomous Institution)

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Accredited by NAAC with 'A' Grade & Accredited by NBA (Civil, CSE & EEE)

2(f) & 12(B) Status as per UGC Act 1956

ISO 9001:2015 Certified Institution

NH-47, Sankari Main Road, Periyaseeragapadi, Salem-636308, Tamil Nadu.

www.aecsaalem.edu.in



OBSERVATIONS & RECOMMENDATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

The Academic and Administrative Audit (AAA) was held for the **odd semester 2022-2023** on 09.12.2022 & 12.12.2022 by a panel of members, from the various departments appointed by the Coordinator - IQAC in consultation with the Principal of the college, and headed by External Auditor Dr.A.Rathinavelu, Principal, Dr.Mahalingam College of Engineering and Technology, Pollachi. The Audit was conducted in an organised manner; following the audit, observations were recorded and recommendation is submitted by the Internal Quality Assurance Cell to the Principal and the Management.

Observations of the audit include the following:

Automobile Engineering:

Department Academic calendar prepared well in line with Anna University calendar and the adherence calendar is maintained. Master Time table is prepared and Lesson Plan for Odd Semester as per norms and is also uploaded in ERP. It holds extra slots for Co-curricular and Extra-curricular activities also. Quality of special course conducted off-line is well planned and monitored. Final year Project are verified to be well planned. Result analysis is prepared. Mentor mentee allotment is made and counselling is done as and when required. Remedial classes are done for slow learners with extra study hours. 3 Wokshops, 2 Seminars, 1 FDP and 3 Guest Lectures were organized for odd semester. 14 faculty Members are on roll. 8 faculties have attended Conference, 8 have attended workshop, and 10 Faculty participated in FDP. 04 Journal Publications are done by the faculty. 3 Consultancy Work is done. No Patents or Book publication is made by the faculty members. 3 events were organised with industrial person as resource persons. 5 Industrial certification courses and 1 IPR Workshop are organised and 2 MOU was signed and 1 Technical Event were organized during this period. All faculty members are utilizing ICT Tools in Class Rooms and Department library is well maintained.



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Civil Engineering:

Department level calendar and adherence calendar prepared and maintained. Time Table is available for the corresponding semester is available and has extra slots allotted for co-Library and Sports. Lesson plan is prepared ERP uploaded. Course file and Lab manual exists as per norms, verified and found matching to the content. Co-Po mapping is done. 17 Course File submitted and samples verified. Planning and Execution of course is done well. Co-Po mapping is done and verified in Course File. PPTs and Links for NPTEL Videos are readily available for students. Special courses such as VAC & CC are conducted in a good manner through off-line mode. Elective course selection is done for Professional elective and Open elective courses. 1 workshop and 3 seminars were conducted. Final year project planning, monitoring and review is verified to be good. Student mentoring system is good, list available in Mentor – Mentee file and remedial classes are taken for slow learners. For Advanced learners, plans are made to visit NIT, IIT and Universities. Result analysis is prepared and verified. Mentor Counselling is updated in ERP. Faculty members handle classes using PPT and other LMS. 13 faculties are on roll and Staff profile is well available and is complete. Faculty are found not taking up online courses. 8 faculty attend conference and workshops. FDP was not organised by the department. 8 Faculty members participated in FDP. No sponsored projects were completed and 3 consultancy works is done by the department. 4 Papers are published in journals. 1 patent are registered. 1 IV arranged, 3 Guest lecture with industry persons are organised. Fresh MoU signed were not signed. 2 Events were organized under Professional Society. 100% ICT tool utilisation is done in class rooms. Stock Registers are well maintained for laboratories and library is well utilised.

Computer Science & Engineering:

Department calendar is prepared in line with university calendar and Adherence to Academic Calendar is well maintained. Master Timetable is prepared with extra hours for sports & Library and uploaded in ERP. Course file readiness is found and Lab manual is made ready as per Anna University syllabus. Co-Po mapping is done in course file. Course Planning & Execution



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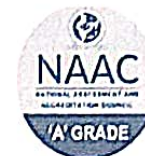
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is made as per Lesson Plan. E-learning modules are used for TLP. Value added course and certificate courses are well planned and conducted with proper planning and monitoring. Elective course selection is done for professional & open elective courses. Webinars, Seminars and Guest Lectures are arranged for students in line with curriculum. IPT Planning is done for odd semester. Final year project guidance is given and quality maintained. Mentor-mentee allotments are made and timely counselling is also done appropriately. Extra Efforts through Remedial classes are made for slow learners by conducting extra classes and advanced learners are encouraged to attend conferences and make project models. Also NPTEL Videos are shared for advanced learners. Result analysis is prepared well. Events organised in a way that integrate with the curriculum. 16 faculty members are found on roll. Faculty profile is maintained in the department. 10 the faculty members have participated in conferences and workshops. The department has not organised any FDPs. 10 faculty members have participated in FDPs organized by other colleges. Ph.D Guidance is not available. 5 Faculty have Professional Membership. Sponsored project and Consultancy work is not done. Online courses are not taken up by the department faculty. Course delivery through PPT is satisfying. 2 Journals are published and book publications and patent filing / registration are not done. 2 Industrial visits are organised and 1 Event with Industry person as resource person & 1 Industrial Certifications Courses are offered. 2 new MOU is found to be signed during this particular period. Stock Register is maintained and 100% ICT Tools used in class rooms. Department library is well maintained, but not digitalized.

Electronics and Communication Engineering:

Preparedness of Department calendar is in line with university calendar and Adherence calendar is well maintained. Time table is prepared as per norms for the odd semester and Time table including extra hours for Extra Curricular and Co curricular Activities is also uploaded in ERP. Quality of special course conducted online is well planned and monitored. Course file and Lab manual readiness is satisfactory. Co-Po mapping is done. Lesson plan is done and is made available to the students through ERP. Course delivery is well planned and executed well. Final



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year Project are well planned, but need concentration on Industry oriented projects. Project guidance are given regularly. VAC & CC are conducted for students. Mentor mentee allotment in made and counselling is done as and when required. Remedial classes are conducted for slow learners with extra study hours, and engagements are planned for advanced learners. Result Analysis is prepared. Online courses, Sponsored projects, journal publications or Consultancy work are not taken up by the faculty members. 11 faculty members are on roll and their profile maintained in department. Faculty members and Students have completed NPTEL/MOOC certification course. 9 faculties have attended Conference and 7 faculties have participated in FDPs. 5 faculty have got membership from professional societies. FDPs are not conducted by the department. 1 faculty member Mr.B.Ramesh, completed his Ph.D. 1 Sponsored project is completed by the department faculty member. 4 Journal publications, 2 Book Publications and 3 patents are filed by faculty members. 1 Industrial Visit arranged. 5 Industry persons visited the departments for student interaction. 2 events were organised with industrial person as resource persons. 1 Industrial certification courses are organised and 1 new MOU was signed during this period. 100% ICT Tools are utilized and Department library is well maintained.

Electrical and Electronics Engineering:

Academic calendar is found to be good and is in line with University Calendar and adherence calendar prepared and maintained. Master Time table is found to adhere with university norms and uploaded in ERP. Time Table is prepared with extra slots for Sports and Library. Lesson plan is prepared and made aware to the students through ERP. Course file and Lab manual readiness is good but some areas need to be completed in full. Lesson plan is prepared well in advance and uploaded in ERP. CoPo mapping done for all subjects. E-learning modules are used for classes handling and demonstration. Project guidance is given by the respective faculty. Value added courses and certificate courses are planned and conducted systematically. Elective course selection is done for Professional Elective and Open Elective as per AU Norms. Quality of mentoring and remedial classes is satisfactory. Schedules are made through mentors for slow learners and programs are planned for advanced learners too.



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Counselling is given as and when required. Result analysis is done properly. 15 faculty members are on roll and their profile is kept properly in the department. 1 seminar, 1 webinar and 1 online Non-credit courses are attendee by faculty members. 5 Faculty members participation in FDPs and 1 FDP is organised by the department. 1 Sponsored project is completed by the department. 2 faculty members got Professional Memberships. 1 Consultancy work is been made. 5 Faculty have published in Journal and 1 Book Publication is made. Patents are not found to be registered. 1 Industrial Visit arranged. 1 event was organised with industry persons as resource persons. New MOUs were not signed during this period. No IPR Workshops and events conducted with professional society sponsorship. 100% ICT Tool usage is made in class rooms and department library is utilised only by few number of members, but maintained well.

Mechanical Engineering:

Academic calendar is well prepared in line with university Calendar, and adherence calendar also maintained well at the department level. Time table is prepared with extra slots for Extra Curricular and Co-curricular activities and uploaded in ERP for student's knowledge. Professional Elective and Open Elective course selection is as per Anna University norms. Course file and lab manual are available in the department and is found complete. Course execution is well planned and adhered. Co-Po is mapped. E-Learning material are used in TLP. VAC & CC are properly planned to be conducted and executed. Events are conducted in line with the curriculum. Projects for final year and mini projects is well-planned and industrial oriented and guidance are given. Mentor-mentee allotments are made and the remedial classes for weak students are conducted. Measures are arranged for Advanced Learners. IPT is planned for the respective semester. 13 faculties are on roll. Faculty members are not found to have taken up online courses, sponsored projects or consultancy work. 6 Faculty members have attended conferences, 12 faculty have participated in FDPs . FDPs are not organised by the department. 3 Journal publications are made by the faculty members and 2 book publications or 1 patent registration is made. 1 consultancy works are done by the department. Faculty members are not found to enrol in professional societies. Events and guest lectures by



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industrial persons are found to be 10. 3 Industrial certification courses were offered. 03 new MOUs are signed by the department for internship and training. 1 IPR Workshop was organised by the department. ICT Tools are used in classroom teaching. Department library is well established, and maintained.

Science & Humanities:

Academic Calendar is prepared and adherence is done. Master Time Table is prepared and is well prepared with extra slots for curricular and co-curricular activities. Co-Po mapping is done. Course file and lab manual are available in the department and is found complete. Lesson plan is prepared well in advance and are made available to the students through ERP. E-learning modules are used for TLP. Events are arranged to integrate ethics and values. Student Mentor mentee allotment is made as per norms and counselling given when required. Remedial classes are conducted for slow learners and counselling is done. Plans are made for Advanced Learners. Mentor counselling is done. Result Analysis is prepared. 20 faculty members are on roll and staff profile is maintained in the department. 26 faculty members have attended conferences. Staff profile is well maintained. Online certification courses are not found to be taken up by the department. FDPs were not conducted by the department. 7 faculty have participated in FDPs. Consultancy works are not undertaken. 5 faculty have published journals and 6 events are conducted with industry person are resource person. 1 MoU signed with M-Tutor. ICT tools are utilised well for TLP. Stock Register is maintained for laboratories. Department library books are well used by students.

RECOMMENDATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

Academic calendar shall inculcate placement and training schedules also. Training & Placement efforts need to be increased by way of signing MOUs exclusive for placement training and support. In Academic Calendar exact topic of the event may be included. Faculty members should be motivated to take up Swayam / NPTEL online courses. Lesson Plan need to be discussed with students in class in order to adhere with the plan. Lab Manual need to



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include additional experiments. Technology based training need to be given for Advanced Learners. Certificate Courses need to be conducted by Industry Experts. Events must be conducted every week. For slow learners tests must be conducted frequently on all units of the course. 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 participation in research must be insisted upon. 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. ICT enabled class rooms has increased over the years. Non teaching staff may also be trained in using ICT facilities relevant to their work nature. More number of FDPs, Conferences and IPR related events with Industry persons as resource persons need to be organised. Remedial classes have 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. 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.



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