



# ANNAPOORANA ENGINEERING COLLEGE

(An Autonomous Institution)

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

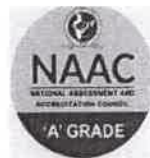
Accredited by NAAC with 'A' Grade & Accredited by NBA (Civil, CSE & EEE)

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.

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## OBSERVATIONS & RECOMMENDATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

The Academic and Administrative Audit (AAA) was held for the **Even semester 2023 - 2024** on 06.05.2024 & 09.05.2024 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.K.Vidhya, Associate Professor – Civil Engineering, Mahendra Engineering College (Autonomous), Namakkal. 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.

### Observations of the audit include the following:

#### Automobile 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 even semester and Time table including extra hours for Extra Curricular and Co curricular Activities is also uploaded in ERP. Quality of special course conducted is good, well planned and monitored. Course file is available and Lab manual readiness is satisfactory. Co-Po mapping is done. Lesson planning is done and is made available to the students through ERP. Course delivery is well planned and executed well. Final year Project are well planned, but need concentration on Industry oriented projects. Project guidance are given regularly and as and when required. Special courses such as VAC & CC are planned and conducted for the students regularly. Course selections are done as per the norms. Mentor - Mentee allotment is 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. 14 faculty members are on roll and their profiles are maintained in the department. 01 Faculty members have completed NPTEL certification course. 03 faculty member have attended Conference, 05 faculty members have attended workshops and 05 faculties have participated in FDPs. 02 FDPs





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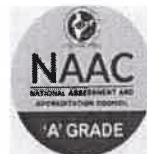
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were organized. 02 faculty have got membership from professional societies. FDPs are not conducted by the department. 01 faculty member completed Ph.D. 01 Sponsored project is taken up by the department faculty member. 01 Consultancy works are completed. 04 Journal publications is made. Book Publications and patents registrations are not done by the department faculty members. 02 Industrial Visit arranged. 03 Industry persons visited the departments for student interaction. 01 IPR Events was organized. 05 Industrial certification courses (Through Naan Mudhalvan) were organised and 02 new MOU was signed during this period. 01 Technical Event organized through Professional Society. 100% ICT Tools are utilized and Department library is well maintained.

### Civil Engineering:

Department level calendar and adherence calendar prepared and maintained. Time Table is available for the corresponding semester and has extra slots allotted for co-curricular activities, library and sports. Lesson plan is prepared and uploaded in ERP. Course file and Lab manual exists as per norms, verified and found matching to the content. 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. Elective course selection is done for Professional elective and Open elective courses as per university norms. Final year project planning, monitoring and review is verified to be good. Student mentoring system is good, and 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 after every semester examination and is verified. Mentor Counselling is updated in ERP. Faculty members handle classes using U-tube videos, PPT and other LMS. 13 faculties are on roll and Staff profile is well available and is complete. Faculty member have not done any online courses. 05 faculty members have attended conferences and workshops. FDP was not organised by the department. 08 Faculty members participated in FDP. Sponsored projects were not done and





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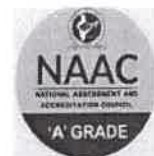
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04 consultancy works is done by the department. 11 Papers are published in journals. 02 Book publication are made. 2 patent are registered. 02 IV arranged, 1 Guest lecture with industry persons and 01 IPR events were are organised. Fresh MoUs were not signed. 05 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 Academic calendar is prepared well in line with Anna University calendar and the adherence calendar is properly maintained. Master Time table is prepared and Lesson Plan for Even Semester is found as per norms, and discussed with the students and is also uploaded in ERP. The Time Table holds additional slots for Co-curricular and Extra-curricular activities. Course file and Lab Manual are prepared and courses are well planned and executed. Course file verification done. Certain incomplete areas need to be completed. Co is mapped along with its concurrent Pos. E-Learning modules such as PPT, NPTEL Videos and U-Tube videos are used for Teaching-Learning Process. Quality of special course (VAC & CC) conducted is well planned to suit the current Industrial need. Final year Projects are verified and is well planned and the quality is found to be good. Result analysis is prepared for all semesters. Mentor - mentee allotment is made and counselling is done as and when required. Remedial classes are done for slow learners with extra study hours. 18 faculty Members are on roll . Staff Profile of all faculty members are kept updated in the departments. NPTEL Courses are attended by a faculty. 06 faculties have attended Conferences and workshops, 2 faculty members attended FDPs. FDPs are not organized by the department. Ph.D Completion/ Guideship received is nil. 04 Faculty members received Membership from Professional Societies. 01 Sponsored project is received and 3 Book Publications are done. 2 Consultancy works is done. Journal publications, Consultancy Work and Patents are not done by the department faculty members. IV is not arranged. 04 events were organised with industrial person as resource persons. Industrial certification courses and IPR Workshop were not organised and 03 MOU was signed and





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Technical Event were not organized during this period. All faculty members are utilizing ICT Tools in Class Rooms and Department library is well maintained.

### Electronics and Communication 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 is found good, but some of the documents are found missing and given instruction to complete those documents. Lab manual is made ready as per Anna University syllabus. Co-Po mapping is done in course file. Course Planning & Execution 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 on gender issues and ethics and are in line with curriculum. IPT Planning is done for even semester. Final year project guidance is given and quality maintained. Mentor-mentee allotments are made, Mentor list is available in file. 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. counselling is also done as and when need. Result analysis is been prepared. Events organised in a way that integrate with the curriculum. 11 faculty members are found on roll. Faculty profile is maintained in the department. 03 the faculty members have participated in conferences and workshops. The department has not organised any FDPs. 03 faculty members have participated in FDPs organized by other colleges. 01 faculty pursuing Ph.D and 03 staff planning to register in future. 04 Faculty have Professional Membership. Sponsored project is not done and 02 Consultancy work is done. 03 Journal Publications are done and Book Publications are not done. 2 patents are been applied by the faculty members. 02 Industrial visits are arranged and 03 Events were arranged with Industry person as resource person. IPR events were not organized. No Industrial Certifications Courses







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are offered. No new MOU were 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.

### Electrical and Electronics Engineering:

Academic calendar is found to be good and is in line with University Calendar and adherence calendar is maintained. Master Time table is found to adhere with university norms and uploaded in ERP. Time Table is prepared with extra slots for Co curricular activities, Sports and Library. Lesson plan is prepared and made aware to the students through ERP. Course file and Lab manual readiness is good. Lesson plan is prepared well in advance and uploaded in ERP. CoPo mapping is done for all subjects. E-learning modules such as PPT and NPTEL Videos are used for classes handling and demonstration. 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. Workshops, Seminars and Guest Lectures are arranged to integrate with ethics, environment and Gender Issues. Schedules are made through mentors for slow learners and projects and programs are planned for advanced learners too. Final year project planning is properly done and quality is well maintained. Counselling is given as and when required. Result analysis is done for all semesters. 17 faculty members are on roll and their profile is available in the department. 01 faculty member completed NPTEL online course. 01 Faculty member attended workshop. FDPs were not organized by the department. 04 faculty members participated in FDPs. Ph.D Guidance and Completion for this semester is Nil. Faculty members have not received Professional Membership. Sponsored project, Consultancy work, Journal & Book publication and Patent filings are not done by the department. Faculty members did not get Professional Memberships during this period. Industrial Visits were not arranged during this semester. 01 Event organised with industry persons as resource person. 01 New MOUs was signed during this period. No IPR Workshops and events conducted with professional society





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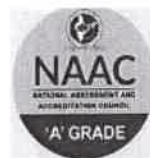
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sponsorship. 100% ICT Tool usage is made in class rooms and department library is utilised only by few number of members, but maintained well.

### **Mechanical Engineering:**

Academic calendar is well prepared in line with university Calendar, and adherence calendar well maintained at the department level. Master Time table is prepared with additional 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 with Hand Written notes and is found complete. Course execution is well planned and adhered. Co-Po is mapped. E-Learning material such as U-Tube Videos, NPTEL Videos is used in TLP. VAC & CC are properly planned and executed. Events are conducted in line with the curriculum. Projects for final year and mini projects is well-planned and industry oriented projects are selected 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. 14 faculty members are on roll. Complete faculty profile is maintained in the department. Faculty members are not found to have taken up online course. 14 Faculty members have attended conferences, 05 faculty have participated in FDPs . 01 FDP is organised by the department. 02 faculty received Professional Body Membership. 07 Journal publications are made by the faculty members, 01 Consultancy work is done, 10 Journal publications are made, 01 Book publication and 01 patent filed by the department faculty members. 01 Industrial Visit was arranged, 01 events were organized with Industrial Persons as resource person. 01 IPR Workshop was organized, 01 Industrial Certification Course is organized. 01 new MOUs are signed by the department for internship and training. 01 Technical Event was organized under Professional Society. ICT Tools are used in classroom teaching. Department library is well established, and maintained.





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## Science & Humanities:

Academic Calendar is prepared and adherence is done. Master Time Table is prepared and is well prepared with extra slots for Extra-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. 28 faculty members are on roll and staff profile is maintained in the department. 28 faculty members have attended conferences. Staff profile is well maintained in the department staff room. Online certification courses are not found to be taken up by the department faculty members. 06 faculty members have attended conferences & workshops. FDPs were not conducted by the department. 06 faculty have participated in FDPs. 02 faculty members have professional memberships. Consultancy works are not undertaken. 03 faculty have published journals, 01. Book Publication and 01 patent is received. 01. IV is arranged. No events were conducted with industry person are resource person. ICT tools are utilised well for TLP. Stock Register is maintained for laboratories. Department library books are well used by students.

## Governance, Student Support and Infrastructure:

Governing body meetings are conducted as per the norms. All other committees meet half yearly and discuss on the developmental activities and the files are maintained promptly. Department Academic calendar is collected and the Institution Academic Calendar is prepared. Budget Proposal is prepared well in advance of the beginning of the Academic Year. Budget allocation is done as per proposals. The 3<sup>rd</sup> International Conference on Building Sustainable Future with recent trends in Science and Technology (ICOST – 2024)" was conducted on 22<sup>nd</sup> &





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23<sup>rd</sup> March 2024. 01 FDPs were organised by the college at the Organisational Level. 02 Training programs were organized for technical and admin staff. Grievance Redressal Mechanism is available in the college and records maintained. Quality Audit by IQAC is done twice in a year. To be in line with quality, NBA accreditation for 3 new UG Courses namely Automobile, ECE and Mechanical Engineering were received. Social activities were conducted by NSS. 1062 Students (Rs.17328500) benefitted by Institutional Scholarship and 435 students (Rs.10875000) benefitted by Government Scholarship. Training is provided for competitive examinations. 92.1 % is the overall placement percentage. Alumni cell is registered and the alumni meet was conducted on 26.05.2024. Sports day on 16.04.2023 and Annual Day on 17.04.2023 were conducted. Language Skill Laboratories, Computer centre and internet facilities are available and properly utilised by students. Other amenities such as, hostel, gym, RO Plant, Fire Extinguisher are well maintained and records kept ready and are found to be complying with the norms. Campus maintenance and cleanliness is good. Digital library is utilised for browsing e book, e journals and NPTEL Videos & Notes. Library is automated using Library Management System. 28 Rare Books are available. Membership is available for Delnet, MED E Links and E-Shodhganga memberships are available. Expenditure for purchase of books and journals sums upto Rs.1609678/-

## RECOMMENDATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

Curriculum gap identification and consecutive action taken along with proof need to be maintained in respective department. Adherence Calendar needs to be maintained with exact date of postponing the event. Adherence need to include Extracurricular and Co-curricular activity conducted also. Exact topic of the event shall be mentioned in the Academic Calendar. Faculty members should be motivated to take up Swayam / NPTEL online courses. Apart from uploading Lesson Plan in ERP, it shall also be discussed with students in class in order to adhere with the plan. Lab Manual need to include additional experiments also. Technology based Hands-on-training need to be given for Advanced Learners. For slow learners tests must be







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conducted frequently on all units of the course. Remedial classes have to be more strictly monitored in order to make more students clear their back log arrears through such classes. Value added Courses and Certificate Courses need to be conducted by Industry Experts on Industry oriented topics. Consultancy project and sponsor projects should be taken up by departments 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 shall 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. 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. Apart from the existing renewals, departments should take additional efforts to sign new MOU with several Industrial Houses and institutes for Placement trainings, Internship, Inplant training and Industrial Visits. Training & Placement efforts need to be increased by way of signing MOUs exclusive for placement training and support. 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. Students final year projects should be more Industry oriented and to be done on latest trending projects of environmental usages.

  
**DIRECTOR - IQAC**  


  
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