MAHENDRA ENGINEERING COLLEGE,

(AN AUTONOMOUS INSTITUTION AFFILIATED TO ANNA UNIVERSITY CHENNAI)

Internal Quality Assurance Cell (IQAC)

External Peer Team Report on Academic Audit & Action Taken

(2018-2019)

MAHENDRA ENGINEERING COLLEGE
(AUTONOMOUS)
MAHENDHIRAPURI, MALLASAMUDRAM, NAMAKKAL DT -637 503.

ACADEMIC AUDIT SCHEDULE 2018-19
(ODD & EVEN SEMESTER)

Introduction

The Academic Audit of the Department was conducted on 8th and 15th June 2019. The Purpose of the Audit is to provide the opportunity for a regular strategic overview of the entirety of a Department's Teaching and Learning activity. The Self Evaluation Document (SED) of the Department was presented to the Panel. The Panel Members investigated the different aspects of the Document, and authenticated them with the supporting evidences. This report consolidates the findings of the panel and put forth the suggestions and area of improvements possible in the future.

Audit Panel Members:

1. **Dr.G.Appa Rao**

   Professor, Department of Civil Engineering

   Structural Engineering Division

   IIT Madras

2. **Dr.T.Palanisamy**

   Associate Professor

   Department of Civil Engineering

   NIT-Surathkal

3. **Dr.V.Anandakrishnan,**

   Associate Professor,

   Department of Production Engineering

   NIT-Trichy

4. **Dr.S.Moorthi,**

   Associate Professor,

   Department Electrical and Electronics Engineering

   NIT-Trichy

Schedule of the Academic Audit on 8th June 2019

Auditors   : 1.Dr.G.Appa Rao, Professor, IIT-Madras (Chairman)

                  2. Dr.T.Palanisamy, Professor, NIT-Surathkal (Member)

S.No	Time	Auditor -I Departments	Auditor-II Departments
1	10.30 AM to 11.30AM	MECH	ECE
2	11.30 AM to 01.00 PM	MAE	EEE
4	01.00 PM to 02.00 PM	Lunch	
5	02.00 PM to 03.00 PM	EI	IT
6	03.00 PM to 04.00 PM	Report writing	
7	04.00 PM to 4.30 PM	Closing Meeting	

Schedule of the Academic Audit on 15th June 2019

Auditors   : 1.Dr.V.Anandakrishnan, Associate Professor, NIT-Trichy

                2. Dr.S.Moorthy, Associate Professor, NIT-Trichy

S.No	Time	Auditor -I Departments	Auditor-II Departments
1	10.30 AM to 11.30AM	Civil	CSE
2	11.30 AM to 01.00 PM	Agri	Mechatronics
4	01.00 PM to 02.00 PM	Lunch	
5	02.00 PM to 03.00 PM	Aero	MBA and MCA
6	03.00 PM to 04.00 PM	Report writing	
7	04.00 PM to 4.30 PM	Closing Meeting	

List of files Audited

S. No	Description
1	Department objective, Annual department plan and Action taken
2	Department Strength and Weakness
3	Board Studies Minutes, regulations, Curriculum and syllabus for all regulations *(R13, R15, R17 and R19)*
4	Feedback on curriculum enrichment *(Feed back from all stack holders)*
5	Curriculum enrichment in all regulations
6	NPTEL, SWAYAM certification *(Please verify certificate for students and faculties)*
7	Value added courses and ICoT *(Please verify students certificate in value added course)*
8	Department Academic Plan / Schedule / Calendar AY *2018-19*
9	Department programmes organized *(Please verify number of programmes organized with proof)*
10	Record of Teaching and Non-Teaching staff profile
11	Students examination achievement *(Please verify students secured more than 8.5 CGPA)*
12	Internal Test Analysis *(Both theory and practical)*
13	End Semester Exam Result Analysis
14	Feedback on Teaching Learning process
15	Remedial coaching class for AY 2018-2019
16	Course file (Theory and laboratory) *(Please verify Internal Test Note (Theory) ,Class note , Assignment)*
17	All lab Maintenance, stock register, stock verification record and calibration
18	Lab Manual, Records, Observation and Time table

19	Students' attendance *(Please verify the Master attendance)*
20	No. of research supervisor and Scholar details
21	Major / Minor / Other research projects and proposal (*Ongoing, Completed and Submitted*)
22	Research paper publications (International / National Journal and Conference) *(Please verify No. of Publication and Quality of publication)*
23	Record of Consultancy and IPR
24	Record of MOU Files
25	Extension Activities 1. NSS students list 2. NCC students list 3. Club activities 4. Subject related extension activity 5. Societal activity
26	List of Laboratories, list of Equipments and list of equipments with more than 5 Lakhs
27	Additional laboratories and augmented facilities
28	Department library (*book list, students and faculty reference record, specimen copy entry*)
29	Students' Bio-Data
30	Students admission and Faulty students ratio
31	Department Class committee meeting
32	Record of Student counselling *Verify the document and comment*
33	Student Participation (Co-Curricular & Extra Curricular) *(Please verify Number of participation)*
34	Awards and prizes earned by the students

35	Guest Lecture delivered by the department faculty members in this Institution (INDeL.) *(Verify the list with proof and provide numbers)*
36	Placement, Higher Studies and Entrepreneur *(Please verify No of placement, Higher studies GATE,GRE, TOEFL, etc., score, and Entrepreneur list)*
37	Career Guidance Programme (*Soft skill Training, M-Trace files*)
38	Alumni Interaction *(Please verify Alumni Lecture and Alumni mentoring support)*
39	Industrial Project *(Please verify Number of Industrial projects)*
40	Record of Grievance Redressal cell /Anti ragging cell
41	Department Budget File
42	Record of Staff Meeting
43	Faculty Programme attended *(Please verify No. of Seminar and Workshop etc)*
44	Faculty awards *(Please verify Number of awards)*
45	Faculty development Initiative
46	Last year department academic audit report (2017-18) and action taken
47	Department News letter (2018-19) and Hard copy of AQAR (2017-18)
48	Professional Society Activities
49	Record of Centre of Excellence and report for the academic year 2018-19
50	Department Future plan *(Strategic plan for 2019-20)*

1. **Overall assessment :**

- All faculty members are active
- All documents are neat and updated properly
- Fundamental rules and regulations followed by the college management and department staff members are very good
- Basic amenities and infrastructures in the college is very good
- Students are given good placements and it may further be improved
- More faculty centric and student's centric events are conducted. All events objectives are good and can be enhanced
- More Academician and Industrialist visited college for knowledge transfer
- Alumni support system was good.
- Faculties and students are motivated to get NPTEL online certification courses. It is very good initiatives.
- All formats are good and neat.
- Research focus can be improved
- Quality publication can be improved
- Societal activities done by the college is excellent
- Center of Excellence activities are good

2. Suggestions

- Research papers should be published in Quality publication.
- Interdisciplinary projects can be improved.
- Student can be attached with domain specialized faculty members in their discipline so that quality projects and research can be initiated.
- External funded research projects to be taken up by the faculty members.
- In stock register, Authorization certificate should be available.
- Students counseling file can be improved
- Online feedback system needs to be introduced

- Students should motivate to do small level project based on what they learned in theory
- Product based projects should be encouraged and it can commercialized

Note : Corrective Action Plan of individual department is attached .

Future Plans of institution for 2019-20 :

- To improve the Quality publication all Doctorates must publish 2 publication per year
- To improve the quality of students project, project can published in national /international journal
- Planning to get seminar and conference grant from DST, AICTE, UGC, CSIR, ICMR etc.,
- Initiate to train the students for aptitude/Psychological & technical test for PG/UG final year students. This may include personality development training and follow up session, group discussion and group counseling.
- To establish Virtual laboratories for different practical labs
- To establish smart classrooms in all departments so as to make teaching learning process to new heights
- To start professional coaching classes for exams like GATE, UPSC, TNPSC etc.
- Planning to adopt a nearby village for providing social activities like eye camp, Swatch Bharath related activity, health awareness, technical knowledge sharing, etc.,
- Planning to improve Foreign language to pursue higher studies at International level
- To implement a new best practice every year.
- Plan to get ranking within 200 in NIRF -2020

Signature 09/7/19

IQAC Chairperson

Signature 8/7/19

Director IQAC

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