

# Audit Plan

Organisation: VIMAL JYOTHI ENGINEERING COLLEGE  
Audits (ZA): IN 3834/2008



## Master Data of Organisation

|   |  |  |
|---|--|--|
| Name of Organisation  | VIMAL JYOTHI ENGINEERING COLLEGE   |  |
| Name of corporate group<br>(in case of group certification) | NA   |  |
| Street  | VIMAL JYOTHI ENGINEERING COLLEGE<br>Jyothi Nagar, Chemperi, Kannur Dist, Kerala - 670 632 , India.<br>VIMAL JYOTHI INSTITUTE OF MANAGEMENT AND RESEARCH<br>Jyothi Nagar, Chemperi, Kannur Dist, Kerala - 670 632 , India   |  |
| Postcode / Town / Country                                   | 670632 Kannur / Kerala / India   |  |
| Contact   | Dr.P Sridharan ME  |  |
| E-Mail  | sridharanp@vjec.ac.in  |  |
| Phone/Fax   |  |  |
| Language  | English  |  |
| Scope Description   | VIMAL JYOTHI ENGINEERING COLLEGE - Providing Under Graduate and Post Graduate Courses in Engineering.<br>VIMAL JYOTHI INSTITUTE OF MANAGEMENT AND RESEARCH - Providing Post Graduate Courses in Management Studies<br><input type="checkbox"/> more description regarding scope in annex |  |
| Industry / Scope (EA, TA, ...)                              | 37.1   |  |

## Audit profile

|   |   |     |   |
|---|---|-----|---|
| Standards under contract /<br>Audit type  | ISO 9001 : 2015<br>1. Surveillance audit-Remote Audit   | --- | : |
|   |   | --- | : |
| System documentation: Revision /<br>Issue | Doc-No- QM Rev2 dt 10.1.17  |     |   |
| Surveillance mode                         | Yearly surveillance   |     |   |
| Audit team leader / responsible           | Chiranjeeb Chakraborty-<br>4415428  | CC  |   |
| Audit team                                | Bibhuti Majumdar- 4408348   | BBM |   |
| Technical expert                          |   |     |   |
| Trainee                                   |   |     |   |
| Multisite-organisation                    | All sites are listed in:<br><input checked="" type="checkbox"/> Audit Reference Data Sheet <input type="checkbox"/> separate Listing<br><input checked="" type="checkbox"/> Audit program/ATEA<br><input type="checkbox"/> Multisite-certification (Sample) |     |   |
| Shift operation                           | no shift operation General Shift 09.30AM-06.30PM  |     |   |

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## Audit Details

|  |   |
|--|---|
| Sites                                    | VJEC and VJIMS – Jyothi Nagar, Chemperi, Kannur   |
| Audit date                               | 23.02.21 - 23.02.21   |
| Audit duration                           | 2,20 person days on site (incl. remote locations if applicable) including 0,00 person days for stage 1 audit (separate report)  |
| Remote Auditing (ICT) tools used, if any | <input type="checkbox"/> Skype <input checked="" type="checkbox"/> MS Teams <input type="checkbox"/> Webex <input type="checkbox"/> Zoom <input type="checkbox"/> Google Meet<br><input type="checkbox"/> Others : Please specify |

### 1. Day (Date)

| Nr. | Time <sup>1)</sup>        | Site / shift / Business unit | Processes (optional entry)   | Auditor (Initials) | Contact <sup>2)</sup> | Focus / Standard Requirement / Chapter/Clause   |
|-----|---------------------------|------------------------------|--|--------------------|-----------------------|---|
| 1.  | 23.02.2021<br>09:30-10:00 | VJEC/VJIMS-Kannur            | Opening Meeting  | CC/BBM             | All Concerned         | ISO 9001:2015   |
| 2.  | 10:00-11:00               | --                           | Document Review- IQA & MRM, Risk Analysis, Interested Parties, Leadership Responsibilities, External Provider Information, Context of the Organization.- | CC/BBM             | System Co-Ordinator   | 4.1/2/3/4,5.1.2,5.2,5.2.1/2,5.3,6.2,6.3,7.5,7.5.1/2/3,9.1.3,9.2,10,10.3,8.2.1                       |
| 3.  | 11:00-12:30               | VJEC/VJIMS                   | Admission Process, Statutory, Customer Property  | CC                 | HOD & Team            | 7.4,7.5,8.2,8.5.3/5/6   |
| 4.  | 11:00-12:00               | VJEC/ECE                     | Education realisation Process Theory & lab, Customer complaints, Customer satisfaction, Continual Improvements   | BBM                | HOD & Team            | 6.1,8.1,8.5.1,8.5.2,,8.5.4,8.5.5,8.5.6,10.1,10.2,10.3,7.1.3,7.1.4,7.1.5,7.1.6,7.2,7.3,7.4,7.5       |
| 5.  | 12.30-13.30               | -                            | Library Process, Purchasing  | CC                 | HOD & Team            | 8.4,8.5.4   |
| 6.  | 12.00-13.30               | VJEC                         | Education realisation Process Theory & Lab-(UG/PG)   | BBM                | HOD & Team            | 6.1,8.1,8.5.1,8.5.2,,8.5.4,8.5.5,8.5.6,10.1,10.2,10.3,7.1.3,7.1.4,7.1.5,7.1.6,                      |
| 7.  | 13.30-14.00               | Lunch Break                  |  |                    |                       |   |
| 8.  | 14.00-16.00               | VJIMS                        | Education realisation Process Theory/maintenance/Library   | BBM                | HOD & Team            | 6.1,8.1,8.5.1,8.5.2,,8.5.4,8.5.5,8.5.6,7.1.3,10.1,10.2,10.3,7.1.3,7.1.4,7.1.5,7.1.6,7.2,7.3,7.4,7.5 |
| 9.  | 14.00-16.00               | VJEC                         | Maintenance, Faculty development, Training process   | CC                 | HOD & Team            | 7.1.3,10.2,10.3,7.1.6,7.2,7.3   |
| 10. | 16.00-17.00               | VJEC/VJIMS                   | Exam Cell, Evaluation Process  | BBM                | HOD & Team            | 8.6,8.7,10.2  |
| 11. | 16.00-17.00               | VJEC                         | Training, Faculty Development & Placement  | CC                 | HOD & Team            | 7.4,7.1.6,7.2,7.3,7.4,7.5   |
| 12. | 17.00-17.30               | VJEC/VJIMS                   | Top Management   | CC/BBM             | Chairman              | 6.1,4.1,4.2,5.1,5.1.2,10,10.3,7.1.6,10.1,10.2   |
| 13. | 17.30-17.45               | --                           | Auditor's Time   | CC                 |                       |   |

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## 1. Day (Date)

| Nr. | Time <sup>1)</sup> | Site / shift / Business unit | Processes (optional entry) | Auditor (Initials) | Contact <sup>2)</sup> | Focus / Standard Requirement / Chapter/Clause |
|-----|--------------------|------------------------------|----------------------------|--------------------|-----------------------|---|
| 14. | 17.45-18.15        | --                           | Closing Meeting            | CC/BBM             | All Concerned         |   |
| 15. | 18.15              | Audit Close                  |                            |                    |                       |   |

### Justification for Beyond normal working hours not covered during the audit:

Provide your justification if shifts were not covered in your audit. In case there is any extension to the auditing hours beyond 8 hours, kindly record the justification regarding rationale for the same.

## Distribution

Organization, audit team, audit documentation:

## Editor

Date: 18.02.21

Person in charge: Chiranjeep Chakraberty *C. Chakraberty*

## Explanations:

- The objective (goal) of the audit is to establish compliance of the management system of the aforementioned organization with the requirements of the aforementioned standard in order to achieve or maintain certification through an independent and accredited certification body. Identification of possibilities to improve the management system can also be a component of the audit and is considered simply to be an enhancement; it does not constitute consultancy or advice with regard to the management system.
- The audit report is drawn up in German or English and should describe if and how far the requirements of the aforementioned standards are fulfilled.
- If some requirements of the aforementioned standard are assessed as "not fulfilled" in the audit, it is possible to demonstrate subsequent fulfilment in the form of a review of documents submitted later and/or in the form of a re-audit at the company premises, depending on the type of nonconformity.
- Any objections to the planned form of the audit should be discussed and solved between the company and the audit team leader before the audit. Any objections to members of the audit team must be communicated to the certification body.
- All members of the audit team have declared to the certification body in writing that they will keep confidential all information which becomes known to them during the course of the audit and that no inappropriate conflict of interest exists (see Annex).

## Annexes (for Certification Body only):

- List of participants
- Declarations of impartiality/confidentiality

# List of Participants

Organisation: VIMAL JYOTHI ENGINEERING COLLEGE  
Audits (ZA): IN 3834/2008



## List of Participants

| Participant – VJIMS & VJE-Kerala | Designation       | Opening meeting on: 23-Feb-20 | Closing meeting on: 23-Feb-20 |
|----------------------------------|-------------------|-------------------------------|-------------------------------|
| Name                             | Department / Area | Signature or initials         | Signature or initials         |
| 1. Chiranjeeb Chakraborty -      | Lead Auditor-TUV  | <i>C. Chakraborty</i>         | <i>C. Chakraborty</i>         |
| 2. Bibhuti Majumdar              | Co-Auditor-TUV    | <i>B. Majumdar</i>            | <i>B. Majumdar</i>            |
| 3.                               |                   |                               |                               |
| 4.                               |                   |                               |                               |
| 5.                               |                   |                               |                               |
| 6.                               |                   |                               |                               |
| 7.                               |                   |                               |                               |
| 8.                               |                   |                               |                               |
| 9.                               |                   |                               |                               |
| 10.                              |                   |                               |                               |
| 11.                              |                   |                               |                               |
| 12.                              |                   |                               |                               |
| 13.                              |                   |                               |                               |
| 14.                              |                   |                               |                               |
| 15.                              |                   |                               |                               |
| 16.                              |                   |                               |                               |
| 17.                              |                   |                               |                               |
| 18.                              |                   |                               |                               |
| 19.                              |                   |                               |                               |
| 20.                              |                   |                               |                               |



**APJ Abdul Kalam Technological University**  
**CET Campus, Thiruvananthapuram**  
**Kerala -695016**  
**India**

**Academic Audit Report**  
**2020 - 2021**

**Basic Details**

|                     |  |
|---------------------|--|
| Institution         | <b>VIMALJYOTHI ENGINEERING COLLEGE</b> |
| First Auditor Name  | <b>Anto Sahaya Dhas</b>                |
| Second Auditor Name |  |
| Visit               | <b>First</b>                           |
| Semester Type       | <b>Odd</b>                             |

**College Specific Assessments**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b>  | <b>Principal's Response</b> |
|---|---------------|---|-----------------------------|
| Compliance to the Academic Calendar of KTU (B)  | Excellent(5)  |   |                             |
| Functioning of students grievances and appeal committee (B)                                   | Good(4)       | No case is reported so far in the academic year 20-21   |                             |
| Average student to faculty ratio (A)  | Excellent(5)  | Having good number of faculty members   |                             |
| Faculty Qualification Index (A)   | Poor(2)       | Having only 18 Faculty with PhD   |                             |
| Number of qualified technical staff (A)   | Good(4)       | Adequate diploma holders and ITI holders are available  |                             |
| Facility of central library with respect to volume, title of books, online print journals (A) | Good(4)       | Well-stocked library, with ebooks, print journals, e-journals. Invoice of EBS shown. The register must be authenticated by the Principal. |                             |

|   |         |  |  |
|---|---------|--|--|
| Functioning of IQAC and Progress of IQAC report uploading (A) | Good(4) | Minutes has to authenticated by the IQAC coordinator |  |
|---|---------|--|--|

### Student Interaction

| Key Aspects   | Rating       | Auditor Remarks   | Principal's Response |
|---|--------------|---|----------------------|
| Syllabus coverage (B)   | Excellent(5) | Covered as per lesson plan  |                      |
| Effectiveness of teaching/learning process                                  | Excellent(5) | Effectively conducted classes through online platform - Google meet . Also recordings of the online classes were shared to the students |                      |
| Conduct of Labs (B)   | Good(4)      | Through online mode only - virtual labs   |                      |
| Continuous assessment (B)   | Excellent(5) | One assessment completed  |                      |
| Interaction/discussion/doubt clearing etc (A)                               | Excellent(5) |   |                      |
| Net connectivity issue  | Not Relevant | No issues   |                      |
| Extra fees/fine imposed on students (B)                                     | Not Relevant | No  |                      |
| Approach of the management/institution in addressing student grievances (B) | Excellent(5) |   |                      |
| Availability of Faculty for all subjects (A)                                | Excellent(5) |   |                      |
| Any other remarks (C)   | Excellent(5) | Nil   |                      |

### ELECTRONICS & COMMUNICATION ENGG-(Full Time)

| Key Aspects   | Rating       | Auditor Remarks               | Principal's Response |
|---|--------------|-------------------------------|----------------------|
| Class/course committee meetings and action taken report (B) | Excellent(5) | S5 and S7- Conducted only one |                      |

|   |              |  |  |
|---|--------------|--|--|
| Advisory meetings and action taken report (B)   | Excellent(5) | Signature of the Course Leader shall be added.   |  |
| Result analysis of previous odd semester (A)  | Good(4)      |  |  |
| Syllabus coverage as per course plan (A)  | Good(4)      | Planned and Execution not matched with few course  |  |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Excellent(5) | Course materials and lectures are uploaded into google classroom   |  |
| Conduct of minor/honours classes (A)  | Good(4)      | Maintained.  |  |
| NPTEL/SWAYAM course materials recommended for reading (B)                             | Fair(3)      | No Proof is maintained for recommending . only Few students details available for doing NPTEL Course                           |  |
| Conduct of Internal assessments for theory and lab classes (A)                        | Excellent(5) | As per KTU and VJEC calendar.  |  |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Excellent(5) | Google Form is used for collecting details. Better to conduct after each module  |  |
| Conduct of series tests (A)   | Excellent(5) | As per KTU calendar.   |  |
| Maintenance of course diary (A)   | Good(4)      | Course diary downloaded from Spaneoos was kept for all courses.  |  |
| Register showing Activity points (B)  | Excellent(5) | Scanned copies of all the activities are uploaded.   |  |
| Conduct of laboratory classes with relevant details(A)                                | Good(4)      | All the details are available. Video links are available in google classroom.  |  |
| Online Faculty evaluation amp remarks of the HoD (A)                                  | Good(4)      | Feedback details available. Students participation is very poor, almost all course it is below 50% . Remarks of HOD is missing |  |

### MECHANICAL ENGINEERING-(Full Time)

| Key Aspects   | Rating       | Auditor Remarks   | Principal's Response |
|---|--------------|---|----------------------|
| Class/course committee meetings and action taken report (B)                           | Excellent(5) | Signature of the Chairman shall be added.   |                      |
| Advisory meetings and action taken report (B)   | Excellent(5) | Signature of the Course Leader and HoD shall be added.  |                      |
| Result analysis of previous odd semester (A)  | Fair(3)      | Results of S3 ME-A and S3 ME-B may be improved in the upcoming semesters.   |                      |
| Syllabus coverage as per course plan (A)  | Excellent(5) | No significant deviation from the plan observed.  |                      |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Excellent(5) | Required details available.   |                      |
| Conduct of minor/honours classes (A)  | Excellent(5) | Required details available.   |                      |
| NPTEL/SWAYAM course materials recommended for reading (B)                             | Good(4)      | Dept. encourages the students to undergo such courses. The count of students taking such courses may be improved. |                      |
| Conduct of Internal assessments for theory and lab classes (A)                        | Excellent(5) | Required details available.   |                      |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Good(4)      | Online feedback under process.  |                      |
| Conduct of series tests (A)   | Excellent(5) | Duly signed IQAC forms shall be maintained.   |                      |
| Maintenance of course diary (A)   | Excellent(5) | Required details available.   |                      |
| Register showing Activity points (B)  | Excellent(5) | Required details available.   |                      |
| Conduct of laboratory classes with relevant details(A)                                | Excellent(5) | Required details available.   |                      |



|  |              |  |  |
|--|--------------|--|--|
| Online Faculty evaluation and remarks of the HoD (A) | Excellent(5) | Feedback details available. Evidence of peer review initiated is found. The benchmark score selected for peer review may be shown. |  |
|--|--------------|--|--|

### **CIVIL ENGINEERING-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b>  | <b>Principal's Response</b> |
|---|---------------|---|-----------------------------|
| Class/course committee meetings and action taken report (B)                           | Good(4)       | S5 & S7 Class Committee meeting conducted and action taken report missing                                   |                             |
| Advisory meetings and action taken report (B)   | Good(4)       | S3 Advisory meeting conducted and action taken report missing   |                             |
| Result analysis of previous odd semester (A)  | Excellent(5)  | Available for all semesters   |                             |
| Syllabus coverage as per course plan (A)  | Excellent(5)  | Lesson plan execution shown and Separate list of portion coverage not available                             |                             |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Excellent(5)  | Google classroom with materials and videos available  |                             |
| Conduct of minor/honours classes (A)  | Good(4)       | Consolidated Honors list of the batch 2017-21 batch is not available<br>MOOC course selected list available |                             |
| NPTEL/SWAYAM course materials recommended for reading (B)                             | Good(4)       | Separate list not available<br>Students with selected course details attached                               |                             |
| Conduct of Internal assessments for theory and lab classes (A)                        | Excellent(5)  | First Internal assessment of theory completed and marks published   |                             |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Good(4)       | Faculty feedback from spaneous available  |                             |

|  |              |  |  |
|--|--------------|--|--|
| Conduct of series tests (A)                            | Excellent(5) | IA-1 completed the as per KTU academic calendar  |  |
| Maintenance of course diary (A)                        | Excellent(5) | Available for all courses  |  |
| Register showing Activity points (B)                   | Good(4)      | S7 CEA&B till 2018-19 updated .<br>S3 CE A&B updated<br>S5 CEA&B not updated   |  |
| Conduct of laboratory classes with relevant details(A) | Good(4)      | Rubrics for continuous evaluation not available<br>Demonstration videos not provided<br>Evaluation sheet with expt wise mark presented |  |
| Online Faculty evaluation amp remarks of the HoD (A)   | Good(4)      | Online staff feedback taken and remarks by the HOD not available   |  |

#### **ELECTRICAL AND ELECTRONICS ENGINEERING-(Full Time)**

| <b>Key Aspects</b>   | <b>Rating</b> | <b>Auditor Remarks</b>  | <b>Principal's Response</b> |
|--|---------------|---|-----------------------------|
| Class/course committee meetings and action taken report (B)      | Excellent(5)  |   |                             |
| Advisory meetings and action taken report (B)                    | Excellent(5)  |   |                             |
| Result analysis of previous odd semester (A)                     | Excellent(5)  |   |                             |
| Syllabus coverage as per course plan (A)                         | Fair(3)       | Tutorial register missing.it would be better if there is a register for tutorial hours and its proof.         |                             |
| Platform used for LMS/Course materials and lectures uploaded (A) | Good(4)       | Can be improved   |                             |
| Conduct of minor/honours classes (A)                             | Good(4)       | Student lists for honours students and status of MOOC courses undergo by honours students can be incorporated |                             |

|   |              |   |  |
|---|--------------|---|--|
| NPTEL/SWAYAM course materials recommended for reading (B)                             | Good(4)      | No materials of NPTEL for reading. Recommended to find some nptel course material and keep in a folder.             |  |
| Conduct of Internal assessments for theory and lab classes (A)                        | Excellent(5) |   |  |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Fair(3)      | Documents to be shown for the same  |  |
| Conduct of series tests (A)   | Excellent(5) |   |  |
| Maintenance of course diary (A)   | Excellent(5) |   |  |
| Register showing Activity points (B)  | Excellent(5) |   |  |
| Conduct of laboratory classes with relevant details(A)                                | Excellent(5) |   |  |
| Online Faculty evaluation amp remarks of the HoD (A)                                  | Fair(3)      | Missing.it would be better if the same is included. Online classes feedback Should analyzed by HOD and countercheck |  |

#### **APPLIED ELECTRONICS & INSTRUMENTATION ENGINEERING-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b>  | <b>Principal's Response</b> |
|---|---------------|---|-----------------------------|
| Class/course committee meetings and action taken report (B) | Excellent(5)  | Verified report and minutes of committee meetings. Found satisfactory |                             |
| Advisory meetings and action taken report (B)               | Excellent(5)  | Verified report and minutes of committee meetings. Found satisfactory |                             |
| Result analysis of previous odd semester (A)                | Fair(3)       | Verified S3,S5<br>S5-45%- Fair results S3-35.7%<br>.S7-?,S8?          |                             |

|   |              |  |  |
|---|--------------|--|--|
| Syllabus coverage as per course plan (A)  | Good(4)      | Portions coverage is satisfactory.<br>Currently 3rd or 4th modules running for most of the course  |  |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Poor(2)      | Verified the details of LMS Platform: Google Classroom. Google Classroom is not being updated regularly with class videos etc?                         |  |
| Conduct of minor/honours classes (A)  | Fair(3)      | Data verified for B Tech Honours. Only 01 student undergoing MOOC- No assessment details available.<br>No minor course is offered from the department. |  |
| NPTEL/SWAYAM course materials recommended for reading (B)                             | Poor(2)      | No list of NPTEL course materials made available   |  |
| Conduct of Internal assessments for theory and lab classes (A)                        | Excellent(5) | Verified relevant documents of the periodic assessment randomly from S3, S5, and S7. Relevant details available.                                       |  |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Fair(3)      | Verified the feedback mechanism. Responses collected from students. Analysis/consolidation not done.   |  |
| Conduct of series tests (A)   | Excellent(5) | Data verified randomly. Tests conducted, details are available-  |  |
| Maintenance of course diary (A)   | Excellent(5) | . Course diaries are maintained as download from ERP- all relevant data are available  |  |
| Register showing Activity points (B)  | Excellent(5) | Data verified. Consolidated activity points are available in excel   |  |

|  |         |   |  |
|--|---------|---|--|
| Conduct of laboratory classes with relevant details(A) | Fair(3) | Data verified for B tech Honours. ? only 01 student-undergoing MOOC-No assessment details available.<br>No minor course is offered from the department. |  |
| Online Faculty evaluation amp remarks of the HoD (A)   | Poor(2) | Data verified. Responses collected from students. No consolidation/analysis done  |  |

### **COMPUTER SCIENCE & ENGINEERING-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b>  | <b>Principal's Response</b> |
|---|---------------|---|-----------------------------|
| Class/course committee meetings and action taken report (B)                           | Excellent(5)  | Signature of the Chairman shall be added.   |                             |
| Advisory meetings and action taken report (B)   | Excellent(5)  | Signature of the Course Leader shall be added.  |                             |
| Result analysis of previous odd semester (A)  | Excellent(5)  | Maintained in good manner.  |                             |
| Syllabus coverage as per course plan (A)  | Good(4)       | There was no major deviation from the schedule.   |                             |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Excellent(5)  | Course materials and lectures are uploaded into google classroom                            |                             |
| Conduct of minor/honours classes (A)  | Good(4)       |   |                             |
| NPTEL/SWAYAM course materials recommended for reading (B)                             | Fair(3)       | Separate file is not maintained. But the details are available in the activity points file. |                             |
| Conduct of Internal assessments for theory and lab classes (A)                        | Excellent(5)  | As per KTU calendar.  |                             |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Excellent(5)  | Online feedback was taken one for each class to understand the effectiveness.               |                             |

|  |              |   |  |
|--|--------------|---|--|
| Conduct of series tests (A)                            | Excellent(5) | As per KTU calendar.  |  |
| Maintenance of course diary (A)                        | Good(4)      | Course diary downloaded from Spaneoos was kept for all courses.   |  |
| Register showing Activity points (B)                   | Excellent(5) | Scanned copies of all the activities are uploaded.  |  |
| Conduct of laboratory classes with relevant details(A) | Excellent(5) | All the details are available. Video links are available in google classroom.                                       |  |
| Online Faculty evaluation amp remarks of the HoD (A)   | Good(4)      | Feedback details available. Department is planning a peer review for the faculties who scored less than the cutoff. |  |

#### **ELECTRONICS AND COMMUNICATION ENGINEERING(CONTROL AND INSTRUMENTATION)-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b> | <b>Principal's Response</b> |
|---|---------------|------------------------|-----------------------------|
| Class/course committee meetings and action taken report (B)                           | Not Relevant  | No students            |                             |
| Result analysis of previous odd semester (A)  | Not Relevant  |                        |                             |
| Syllabus coverage as per course plan (A)  | Not Relevant  |                        |                             |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Not Relevant  |                        |                             |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Not Relevant  |                        |                             |
| Maintenance of course diary (A)   | Not Relevant  |                        |                             |
| Conduct of Seminar Mini project (A)   | Not Relevant  |                        |                             |
| Faculty with Ph.D for the program (A)   | Not Relevant  |                        |                             |

|   |              |  |  |
|---|--------------|--|--|
| Students attending MOOC or other online courses (B) | Not Relevant |  |  |
| Conduct of Thesis (A)                               | Not Relevant |  |  |

#### **COMPUTER SCIENCE AND ENGINEERING(COMPUTER SCIENCE AND ENGINEERING)-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b>   | <b>Principal's Response</b> |
|---|---------------|--|-----------------------------|
| Class/course committee meetings and action taken report (B)                           | Good(4)       | Required details available.  |                             |
| Result analysis of previous odd semester (A)  | Good(4)       | Required details available   |                             |
| Syllabus coverage as per course plan (A)  | Good(4)       | There was no major deviation from the schedule.  |                             |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Fair(3)       | All the lectures are not uploaded in google classroom.                                 |                             |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Excellent(5)  | Online feedback was taken to understand the effectiveness.                             |                             |
| Maintenance of course diary (A)   | Good(4)       | Soft copies are maintained.  |                             |
| Conduct of Seminar Mini project (A)   | Good(4)       | Required details available. Signature of the authorities required in the office order. |                             |
| Faculty with Ph.D for the program (A)   | Good(4)       | Total number of faculties with PhD is three.   |                             |
| Students attending MOOC or other online courses (B)                                   | Poor(2)       | Department should encourage the students to participate in MOOC/online courses         |                             |
| Conduct of Thesis (A)   | Good(4)       | Required details available.  |                             |

#### **ELECTRICAL AND ELECTRONICS ENGINEERING(POWER ELECTRONICS)-(Full Time)**

| <b>Key Aspects</b> | <b>Rating</b> | <b>Auditor Remarks</b> | <b>Principal's Response</b> |
|--------------------|---------------|------------------------|-----------------------------|
|--------------------|---------------|------------------------|-----------------------------|

|   |              |  |  |
|---|--------------|--|--|
| Class/course committee meetings and action taken report (B)                           | Not Relevant |  |  |
| Result analysis of previous odd semester (A)  | Not Relevant |  |  |
| Syllabus coverage as per course plan (A)  | Not Relevant |  |  |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Not Relevant |  |  |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Not Relevant |  |  |
| Maintenance of course diary (A)   | Not Relevant |  |  |
| Conduct of Seminar Mini project (A)   | Not Relevant |  |  |
| Faculty with Ph.D for the program (A)   | Not Relevant |  |  |
| Students attending MOOC or other online courses (B)                                   | Not Relevant |  |  |
| Conduct of Thesis (A)   | Not Relevant |  |  |

**ELECTRONICS AND COMMUNICATION ENGINEERING(COMMUNICATION ENGINEERING AND SIGNAL PROCESSING)-(Full Time)**

| <b>Key Aspects</b>   | <b>Rating</b> | <b>Auditor Remarks</b>                                 | <b>Principal's Response</b> |
|--|---------------|--|-----------------------------|
| Class/course committee meetings and action taken report (B)      | Good(4)       | Required details available.                            |                             |
| Result analysis of previous odd semester (A)                     | Good(4)       |  |                             |
| Syllabus coverage as per course plan (A)                         | Good(4)       | There was no major deviation from the schedule.        |                             |
| Platform used for LMS/Course materials and lectures uploaded (A) | Good(4)       | All the lectures are not uploaded in google classroom. |                             |



|   |         |  |  |
|---|---------|--|--|
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Poor(2) | Not done yet   |  |
| Maintenance of course diary (A)   | Good(4) | Soft copies are maintained.  |  |
| Conduct of Seminar Mini project (A)   | Good(4) | Required details available. Signature of the authorities required in the office order. |  |
| Faculty with Ph.D for the program (A)   | Good(4) | Total number of faculties with PhD is three.   |  |
| Students attending MOOC or other online courses (B)                                   | Poor(2) | Department should encourage the students to participate in MOOC/online courses         |  |
| Conduct of Thesis (A)   | Good(4) | Required details available.  |  |

#### **MECHANICAL ENGINEERING(THERMAL ENGINEERING)-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b> | <b>Principal's Response</b> |
|---|---------------|------------------------|-----------------------------|
| Class/course committee meetings and action taken report (B)                           | Not Relevant  | No students            |                             |
| Result analysis of previous odd semester (A)  | Not Relevant  |                        |                             |
| Syllabus coverage as per course plan (A)  | Not Relevant  |                        |                             |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Not Relevant  |                        |                             |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Not Relevant  |                        |                             |
| Maintenance of course diary (A)   | Not Relevant  |                        |                             |
| Conduct of Seminar Mini project (A)   | Not Relevant  |                        |                             |

|   |              |  |  |
|---|--------------|--|--|
| Faculty with Ph.D for the program (A)               | Not Relevant |  |  |
| Students attending MOOC or other online courses (B) | Not Relevant |  |  |
| Conduct of Thesis (A)                               | Not Relevant |  |  |

**CIVIL ENGINEERING(STRUCTURAL ENGINEERING AND CONSTRUCTION MANAGEMENT)-(Full Time)**

| <b>Key Aspects</b>  | <b>Rating</b> | <b>Auditor Remarks</b> | <b>Principal's Response</b> |
|---|---------------|------------------------|-----------------------------|
| Class/course committee meetings and action taken report (B)                           | Poor(2)       | No data                |                             |
| Result analysis of previous odd semester (A)  | Good(4)       |                        |                             |
| Syllabus coverage as per course plan (A)  | Excellent(5)  |                        |                             |
| Platform used for LMS/Course materials and lectures uploaded (A)                      | Good(4)       |                        |                             |
| The mechanisms for taking feedback as to whether the online classes are effective (B) | Poor(2)       |                        |                             |
| Maintenance of course diary (A)   | Good(4)       |                        |                             |
| Conduct of Seminar Mini project (A)   | Good(4)       |                        |                             |
| Faculty with Ph.D for the program (A)   | Good(4)       |                        |                             |
| Students attending MOOC or other online courses (B)                                   | Poor(2)       |                        |                             |
| Conduct of Thesis (A)   | Good(4)       |                        |                             |