

Internal Audit Report (2021-22 Even Semester)

The internal audit I for Academic year 2021-2022 (EVEN SEM) was held on 1/06/2022 and 2/06/2022. A team of 3 members visited each department and verified different files based on certain key aspects.

Audit Team:

Dept.	Auditors
CE	Ihsana Muhammed P - CSE, Sandhya P S - ASH, Jacob John - ASH
CSE	Praveen K P - EEE, Yoosaf P P - ME, Dr. Kiran - AD
ECE	Sabith K - CE, Dinto Thomas - EEE, Raisen Joy - ME
EEE	Asheera L - ASH, Athira Premkumar - CE, Dr. Rasmi A - CSE
ME	Radhika - ECE, Lemya - CSE, Amrutha M C - EEE
ASH	Dr. Arun Anoop - CSE, Sunena Rose M.V - AD, Krishnakumar R - ECE
AD	Sajeesh N - ME, Najiya - ECE, Dr. N. Muthukumaran - CE

Work Status after First Audit:

Department	Completion Status
AS& H	Satisfactory (Completed)
CE	Satisfactory (Completed)
CSE	Satisfactory (Completed)
EEE	Satisfactory (Completed)
AD	Satisfactory (Completed)
ECE	Satisfactory (Completed)
ME	Satisfactory (Completed)

Some points noted by auditors include:

- Updation of Course diary and FMS (M-Tech files need to be maintained properly)
- Proper maintenance of Activity files, MOOC details, Internship details.
- Proper updation in AMS

The updation and completion of AMS and FMS is mandatory for KTU e-audit. The departments should monitor the timely updation of the course details and necessary files in AMS and FMS. A minimum of 100 activity points are required to complete the B.Tech programme .Awareness should be given for the students to participate in activities to secure the required activity points. As per the AICTE guidelines , Internship is mandatory for B.Tech students. Departments can initiate measures to register the students at the earliest for the internship programmes.

Prepared by
Amrutha M Chemmanur
Director,IQAC



Deen
sh deen



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

Academic Audit

Month & Year:

Basic Details

Institution Name	Royal College of Engg & Tech.
Auditors Name and Address	Dr. N. Muthukumar, HOD CE, IAC Coordinator Mrs. Amritha Chennannoor, HOD EEE.
Date of Visit:	02/06/2022.
Semester Type: Even/Odd	Both.

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU	5	Good	Strict Compliance is expected
Functioning of students grievances and appeal committee	4	Satisfactory	To be improved
Functioning of Academic Discipline & Welfare committee	4	Good	Strict Discipline to be maintained
Facility for co- curricular and extracurricular activities	4	Good	To be excellent
Average student to faculty ratio	5	Good	Can be made better
Faculty Retention .	3	Satisfactory	Should try for Retention
Faculty Qualification Index	5	Good	To be excellent
Number of qualified technical staff	5	Good	Can be improved

Facility of central library with respect to volume and title of books, online & print journals	4	Satisfactory	Should be excellent.
Functioning of IQAC and progress of IQAC report uploading	5	Good	To be excellent
Institution Budget	4	Good	To be better
Details of central computing facility	4	Good	To be excellent
Principal's response on previous audit reports	4	Good	Seems to be improved in performance wise
Average Rating	4.3	Satisfactory.	

B.Tech/B.Arch/BHMCT/B.DeS

No of UG Students	
-------------------	--

Branch _____

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report			
Advisory meetings and action taken report			
Syllabus coverage as per course plan			
Conduct of Tutorial Classes			
Conduct of series tests and evaluation of answer scripts			
Syllabus coverage and conduct of practical courses			
Evaluation of students performance in practical classes			
Facility to do experiments in the lab			
Conduct of remedial/minor/honours classes			
Maintenance of course diary			

*This is a sample document generated for testing purposes.