

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:

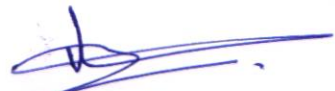
Department	Completion Status
AS& H	Satisfactory (Completed)
CE	Satisfactory (Completed)
CSE	Satisfactory (Completed)
EEE	Satisfactory (Completed)
AD	Satisfactory (Completed)
ECE	Satisfactory (Completed)
ME	Satisfactory (Completed)

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





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. Muthukumaran, HOD CE, IAC Coordinator Mrs. Amritha Chennammur, 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
Average Rating	4.3	Satisfactory.	

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

No of UG Students	
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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.



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

Academic Audit Month & Year: JUNE 2022

Basic Details: **COMPUTER SCIENCE & ENGINEERING**

Institution Name	ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY, AKKIKAVU, THRISSUR
Auditors Name and Address	Dr. KIRAN P (ASSOCIATE PROFESSOR & HEAD AD DEPARTMENT) Mr. PRAVEEN K P (ASSISTANT PROFESSOR, EEE DEPARTMENT)
Date of Visit:	07/06/2022
Semester Type: Even/Odd	EVEN

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU			
Functioning of students grievances and appeal committee			
Functioning of Academic Discipline & Welfare committee			
Facility for co- curricular and extracurricular activities			
Average student to faculty ratio			
Faculty Retention			
Faculty Qualification Index			
Number of qualified technical staff			

Facility of central library with respect to volume and title of books, online & print journals			
Functioning of IQAC and progress of IQAC report uploading			
Institution Budget			
Details of central computing facility			
Principal's response on previous audit reports			
Average Rating			

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

No of UG Students	First year : 53 Second year : 68 Third year : 59 Fourth year : 61
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Branch: COMPUTER SCIENCE & ENGINEERING

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	4	Action Taken Report Need To Be Updated	To be done as remarked
Advisory meetings and action taken report	4	Action Taken Report Need To Be Updated	Need to be updated
Syllabus coverage as per course plan	3	Updation required in certain subjects.	Update as mentioned
Conduct of Tutorial Classes	4	Front page of tutorial sheet to be updated	Do as remarked
Conduct of series tests and evaluation of answer scripts	4		
Syllabus coverage and conduct of practical courses	4		
Evaluation of students performance in practical classes	3	EPRV Sheet to be updated.	Updated done already!
Facility to do experiments in the lab	4	Proper maintenance required	Maintenance in proper way to be done
Conduct of remedial/minor/honours classes	4		
Maintenance of course diary	2	Updation required in AMS.	AMS to be updated time to time

Assessment of Outcomes	3	Updation required in certain subjects.	Outcomes are so improvable
Faculty evaluation & remarks of the HoD	5		
Facility in the department library for references	3	Books as per new scheme have to be purchased.	Improve library as per requirement
Students attending MOOC or other online courses (B)	3	No. of students attending the course to be improved	MOOC Course awareness is to be done.

M.Tech/MBA/MCA/M.Arch

No of PG Students	2020-22 Batch: 5 2021-23 Batch: 3
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Branch: COMPUTER SCIENCE & ENGINEERING



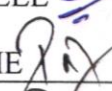
Key Aspects	Rating	Auditor Remarks	Principal's Response
Class committee meetings and action taken report	2	Action taken reports to be added.	No logs should be there
Syllabus coverage as per course plan	4		
Conduct of series tests and evaluation of answer scripts	2	Need to be updated.	Strictly to be in compliance with university norms
Conduct of Seminar & Mini project	3		
Conduct of Thesis	--		
Faculty with Ph.D for the program	4		
Maintenance of course diary	3		
Students attending MOOC or other online courses	2	No. of students attending the course to be improved	Improvement is needed
Facility in the department library for books/ journal references	2	Books as per new scheme have to be purchased.	Improve library as per need.
Computing facility in the department	3	Proper maintenance required	Strict maintenance is required.
Facility available in the department to do thesis work(all relevant licensed software)	--		
Average Rating	3.04		

1. Dr. Kiran P
2. Praveen K

7/6/22
7/6/22
7/6/22

ACADEMIC AUDIT REPORT
ACADEMIC YEAR : 2021-22

BASIC DETAILS

InstitutionName	ROYAL COLLEGE OF ENGINEERING AND TECHNOLOGY
Auditors/IQACName	Mr. Sabith K, AP/CE  Mr. Dinto Thomas, AP/EEE  Mr. Raisen Joy, HOD/ME 
Date	07-06-2022
SemesterType	ODD & EVEN

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

BRANCH:ELECTRONICS AND COMMUNICATION ENGINEERING

KeyAspects	Rating	AuditorRemarks	Principal'sResponse
Class/course committee meetings and action taken report	3	Fair	
Advisorymeetingsandactiontakenreport	4	Good	
Result analysis of previous odd semester	4	Good	
Syllabus coverage as per course plan	4	Good	
Conduct oflaboratory classes with relevant details	4	Good	
Conduct of minor/honours classes	4	Good	
Platform used for LMS/Coursematerialsandlecturesuploaded	4	Good	
NPTEL/SWAYAM course materialsrecommendedforreading	4	Good	
Conduct of Internal assessments for theory and lab classes	4	Good	
The mechanisms for taking feedback as to whether the onlineclassesareeffective	4	Good	
Conduct of series tests	4	Good	
Maintenance of course diary	4	Good	
Register showing activity points	3	Fair	
Online Faculty evaluation &remarks of theHoD	4	Good	
Average rating	3.86		

INTERACTION WITH STUDENTS

KeyAspects	Rating	AuditorRemarks	Principal'sResponse
Syllabus coverage	5	Syllabus is covered as per the scheduled plan in the syllabus and university academic calendar	good
Effectiveness of teaching/learning process	4	Students are well satisfied with the mode of teaching and doubt clearing	good
Conduct of Labs	4	Labs are conducted as per the time table. All students get equal attention and opportunity during the conduct of labs	good
Continuous assessment	4	Series test time table and timing are informed prior to the exam. Students are able to answer the questions and score marks. Assignment questions are given from the syllabus itself and students submit it on time and gain marks	good
Interaction/discussion/doubt clearing etc	4	For all subjects, faculty find some time for the doubt clearing. Some faculties clear the doubts of previous day before the beginning of the next day's class and others find time to clear the doubts on the lecture delivered day itself	good
Net connectivity issue	5	Now, classes are in offline mode and hence there is no problem associated with net issue	good
Extra fees/fine imposed on students	5	No extra fees are imposed. Fees are imposed only as per the University norms.	good
Approach of the management/institution in addressing student grievances	4	There is an active student's grievance cell in the college. This helps the students to address any difficulties faced by the student in both academic and non-academic matters	good
Availability of Faculty for all subjects	5	Enough faculty is available to teach all the subjects	good
Any other remarks	NIL	NIL	
Average Rating	4.44		

Total average marks	4.15
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ACADEMIC AUDIT REPORT
ACADEMIC YEAR : 2021-22

BASIC DETAILS

Institution Name	ROYAL COLLEGE OF ENGINEERING AND TECHNOLOGY
Auditors/IQAC Name	Mr. Sajeesh N, AP/ME Mr. Najiya Abdurahman, AP/ECE Dr. N Muthukumaran, HOD/CE
Date	03-06-2022
Semester Type	ODD & EVEN

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

BRANCH:ARTIFICIAL INTELLIGENCE AND DATA SCIENCE

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	N/A		To be in strict Compliance with KTU.
Advisory meetings and action taken report	5	Excellent	good
Result analysis of previous odd semester	N/A		
Syllabus coverage as per course plan	4	Good	good
Conduct of laboratory classes with relevant details	4	Good	good
Conduct of minor/honors classes	N/A		To be given answers.
Platform used for LMS/Course materials and lectures uploaded	4	Good	Good
NPTEL/SWAYAM course materials recommended for reading	N/A		Not applicable To be answer
Conduct of Internal assessments for theory and lab classes	4	Good	Good
The mechanisms for taking feedback as to whether the online classes are effective	4	Good	Good
Conduct of series tests	4	Good	Good
Maintenance of course diary	4	Good	Good
Register showing activity points	4	Good	Good
Online Faculty evaluation & remarks of the HoD	4	Good	Good
Average rating	4.1		

INTERACTION WITH STUDENTS

Key Aspects	Rating	Auditor Remarks	Principal's Response
Syllabus coverage	5	As per the scheduled plan in the syllabus and university academic calendar syllabus completed	80%
Effectiveness of teaching/ learning process	4	Students are well satisfied with the mode of teaching and doubt clearing	80%
Conduct of Labs	4	Workshops are conducted as per the time table. All students get equal attention and opportunity during the conduct of labs and they get enough time to do the workshops.	80%
Continuous assessment	5	Series test time table and timing are informed prior to the exam. Students are able to answer the questions and score marks. Assignment questions are given from the syllabus itself and students submit it on time and gain marks.	80%
Interaction/discussion/doubt clearing etc	4	Faculties helps the students to clear all doubts. They will ask regarding the previous handles session and will clear all doubts.	80%
Net connectivity issue	5	No issues regarding net connectivity because classes are in offline mode	80%
Extra fees/fine imposed on students	5	Fees are imposed only on the basis of university order.	80%
Approach of the management/institution in addressing student grievances	4	Student's grievance cell helps the students to address any difficulties faced by the student in both academic and non-academic matters	80%
Availability of Faculty for all subjects	5	Enough faculty is available to teach all the subjects. Students are satisfied with that.	80%
Any other remarks	NIL	NIL	
Average Rating	4.55		

Total average marks

4.33



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

Academic Audit

Month & Year: JUNE 2022

Basic Details **MECHANICAL ENGINEERING**

Institution Name	ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY
Auditors Name and Address	1) Ms Radhika E R - RCET 2) Ms Lemya Sainudeen- RCET <i>GR</i> <i>Lee</i>
Date of Visit:	7/6/2022 (7th June-2022)
Semester Type: Even/Odd	Even

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU			
Functioning of students grievances and appeal committee			
Functioning of Academic Discipline & Welfare committee			
Facility for co- curricular and extracurricular activities			
Average student to faculty ratio			
Faculty Retention			
Faculty Qualification Index			
Number of qualified technical staff			

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Facility of central library with respect to volume and title of books, online & print journals			
Functioning of IQAC and progress of IQAC report uploading			
Institution Budget			
Details of central computing facility			
Principal's response on previous audit reports			
Average Rating			

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

No of UG Students	
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Branch Mechanical Engineering

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	3	S8 meeting minutes - Not updated.	update on time
Advisory meetings and action taken report	3	2019 batch require few updations	"
Syllabus coverage as per course plan	3	Few to be updated.	"
Conduct of Tutorial Classes	4	Few to be updated.	"
Conduct of series tests and evaluation of answer scripts	4	Documents to get HoD signature	"
Syllabus coverage and conduct of practical courses	3		
Evaluation of students performance in practical classes	0	Not submitted.	No delay expected
Facility to do experiments in the lab			
Conduct of remedial/minor/honours classes	2	Remedial files not updated.	Do update
Maintenance of course diary	4		

*This is a sample document generated for testing purposes.

Assessment of Outcomes	3	CO-PO of S7, after university results to update.	update
Faculty evaluation & remarks of the HoD	2	Odd sem to update and action taken aslo	update
Facility in the department library for references	4	Updated...	Need to be done as per
Students attending MOOC or other online courses (B)	0	Not Submitted.	Submission as expected

M.Tech/MBA/MCA/M.Arch

No of PG Students	
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Branch

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class committee meetings and action taken report			
Syllabus coverage as per course plan			
Conduct of series tests and evaluation of answer scripts			
Conduct of Seminar & Mini project			
Conduct of Thesis			
Faculty with Ph.D for the program			
Maintenance of course diary			
Students attending MOOC or other online courses			
Facility in the department library for books/ journal references			
Computing facility in the department			
Facility available in the department to do thesis work(all relevant licensed software)			
Average Rating			

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ACADEMIC AUDIT REPORT
ACADEMIC YEAR: 2021-22

BASIC DETAILS

InstitutionName	ROYAL COLLEGE OF ENGINEERING AND TECHNOLOGY
Auditors/IQACName	Mrs. Asheera L, AP/ASH Mrs. Rasmi, AP/CSE <i>Rasmi A.</i> Mrs. Athira Premkumar, AP/CE <i>Athira</i>
Date	07-06-2022
SemesterType	ODD & EVEN

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

BRANCH:EEE

KeyAspects	Rating	AuditorRemarks	Principal'sResponse
Class/course committee meetings and action taken report	4	Good	
Advisorymeetingsandactiontakenreport	4	Good	
Result analysis of previous odd semester	5	Excellent	
Syllabus coverage as per course plan	4	Good	
Conduct of laboratory classes with relevant details	4	Good	
Conduct of minor/ honours classes	4	Good	
Platform used for LMS/Coursematerialsandlecturesuploaded	4	Good	
NPTEL/SWAYAM course materialsrecommendedforreading	4	Good	
Conduct of Internal assessments for theory and lab classes	4	Good	
The mechanisms for taking feedback as to whether the onlineclasses are effective	5	Excellent	
Conduct of series tests	4	Good	
Maintenance of course diary	4	Good	
Register showing activity points	4	Good	
Online Faculty evaluation &remarks of theHoD	4	Good	
Average rating	4.14		

over all Satisfactory

INTERACTION WITH STUDENTS

KeyAspects	Rating	AuditorRemarks	Principal'sResponse
Syllabus coverage	5	Syllabus is covered as per the scheduled plan in the syllabus and university academic calendar	
Effectiveness of teaching/learning process	4	Students are well satisfied with the mode of teaching and doubt clearing	
Conduct of Labs	4	Labs are conducted as per the time table. All students get equal attention and opportunity during the conduct of labs	
Continuous assessment	4	Series test time table and timing are informed prior to the exam. Students are able to answer the questions and score marks. Assignment questions are given from the syllabus itself and students submit it on time and gain marks	Overall Satisfactory. Can be better
Interaction/discussion/doubt clearing etc	4	For all subjects, faculty find some time for the doubt clearing. Some faculties clear the doubts of previous day before the beginning of the next day's class and others find time to clear the doubts on the lecture delivered day itself	
Internet connectivity issue	5	Now, classes are in offline mode and hence there is no problem associated with net issue	
Extra fees/fine imposed on students	5	No extra fees are imposed. Fees are imposed only as per the University norms.	
Approach of the management/institution in addressing student grievances	4	There is an active student's grievance cell in the college. This helps the students to address any difficulties faced by the student in both academic and non-academic matters	
Availability of Faculty for all subjects	5	Enough faculty is available to teach all the subjects	
Any other remarks	NIL	NIL	
Average Rating	4.44		

Total average marks

4.29



APJ Abdul Kalam Technological University, CET Campus,
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Academic Audit Month & Year: JUNE 2022

Basic Details

Institution Name	ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY
Auditors Name and Address	Jacob John - HoD/ASH Ashcena L AP/ASH
Date of Visit:	9/6/22
Semester Type: Even/Odd	2021-22 EVEN SEMESTER

Branch: Applied Sciences and Humanities

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	B		
Conduct of Tutorial Classes	3		
Conduct of series tests and evaluation of answer scripts	3		
Syllabus coverage and conduct of practical courses	B		
Evaluation of students performance in practical classes	B		
Facility to do experiments in the lab	B		
Conduct of remedial/minor/honours classes	2		
Maintenance of course diary	3		

Assessment of Outcomes	34		
Faculty evaluation & remarks of the HoD			
Facility in the department library for references	34		
Students attending MOOC or other online courses (B)			

TOTAL AVERAGE MARK	3.5
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1. Jacob John ~~Signature~~
2. Ashwera K ~~Signature~~