



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

Academic Audit Report
2019 - 2020

Basic Details

Institution	BASELIOS MATHEWS II COLLEGE OF ENGINEERING
First Auditor Name	Muhammed Siddik A
Second Auditor Name	
Visit	First
Semester Type	Odd

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU	Excellent(5)		Noted
Functioning of students grievances and appeal committee	Fair(3)	Produced documents shows everything in-place but the Students are not aware about the committees.	From each department, two student representatives are included for every Grievances and Appeal committee meeting. Discussed the comments of external audit regarding the cell and informed the faculties to give awareness to the students regarding the functioning of the committees and how effectively students can utilise them.
Functioning of Academic Discipline & Welfare committee	Good(4)		Noted

Facility for co- curricular and extracurricular activities	Fair(3)	No document evidence like list of activities done in the current/previous semester	List of co-curricular and extracurricular activities are filed department wise. Prepared a consolidated list of activities as per the advice from external auditor.
Average student to faculty ratio	Excellent(5)	1.06 Sanctioned strength=1356 Actual strength=688	Noted
Faculty Retention	Excellent(5)		Noted
Faculty Qualification Index	Poor(2)	4.68	Will try to improve
Number of qualified technical staff	Fair(3)		Will try to improve
Facility of central library with respect to volume and title of books, online & print journals	Excellent(5)		Noted
Functioning of IQAC and progress of IQAC report uploading	Good(4)	IQAC functioning limited to the role of facilitator for the conduct of Audit. Majority of the committee minutes are kept in loose paper form.	Opened new Registers as per the advise from external auditor
Principal's response on previous audit reports	Not Relevant		

Student Interaction

Key Aspects	Rating	Auditor Remarks	Principal's Response
Syllabus coverage	Excellent(5)		will be maintained
Lab Facility and conduct of Labs	Good(4)		noted
Co-curricular facility	Excellent(5)		will be maintained
Extra-curricular facility	Excellent(5)		will be maintained
All intimation from University conveyed properly in time	Excellent(5)		will be maintained
Extra fees/fine imposed on students	Excellent(5)	No extra fee/fine imposed	will be maintained
Approach of the management in addressing student grievances	Poor(2)	Students are not aware about the options of grievance reporting	Grievance cell is functioning in the college and will take necessary steps to make students more aware of it
Availability of Faculty for all subjects	Excellent(5)		will be maintained
Any other remarks	Not Relevant		

B.Tech

No of B.Tech Students	693
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ELECTRICAL AND ELECTRONICS ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)		
Advisory meetings and action taken report	Good(4)	No student member included	Will include student member in advisory committee.
Schedule of Time Table	Excellent(5)		
Conduct of Tutorial Classes	Excellent(5)		
Conduct of series tests	Excellent(5)		

Syllabus coverage of practical course	Good(4)	Practical class are adjusted to theory class in the initial period(month) of the semester	All practicals are completed before November last week.
Evaluation of students performance in practical classes	Good(4)		
Conduct of Practical test	Good(4)		
Facility to do experiments in the lab	Excellent(5)		
Conduct of remedial/minor/honours classes	Excellent(5)		
Assessment of Outcomes	Good(4)		
Faculty evaluation & remarks of the HOD	Excellent(5)		
Facility in the department library for references	Fair(3)		
Maintenance of course diary	Excellent(5)		
Syllabus coverage as per course plan	Excellent(5)		

APPLIED ELECTRONICS & INSTRUMENTATION ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)		
Advisory meetings and action taken report	Good(4)	No student member included	Will include student member in advisory committee.
Schedule of Time Table	Excellent(5)		
Conduct of Tutorial Classes	Excellent(5)		
Conduct of series tests	Excellent(5)		

Syllabus coverage of practical course	Good(4)	Practical class are adjusted to theory class in the initial period(month) of the semester	All practicals are completed before November last week.
Evaluation of students performance in practical classes	Good(4)		
Conduct of Practical test	Good(4)		
Facility to do experiments in the lab	Good(4)		
Conduct of remedial/minor/honours classes	Excellent(5)		
Assessment of Outcomes	Good(4)		
Faculty evaluation & remarks of the HOD	Excellent(5)		
Facility in the department library for references	Fair(3)		noted. Will add more books in the department library
Maintenance of course diary	Excellent(5)		
Syllabus coverage as per course plan	Excellent(5)		

CIVIL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)		
Advisory meetings and action taken report	Good(4)	No student member included	
Schedule of Time Table	Excellent(5)		
Conduct of Tutorial Classes	Excellent(5)		
Conduct of series tests	Excellent(5)		

Syllabus coverage of practical course	Good(4)	Practical class are adjusted to theory class in the initial period(month) of the semester Major experiments are set aside for doing in the end of the semester.	initial period of the semester we were focused on theory class and arranged sufficient hours for the completion of practical sessions . We have arranged as per the cycle wise. Major priorities given based on order of the experiments enlisted in KTU syllabus
Evaluation of students performance in practical classes	Good(4)		
Conduct of Practical test	Good(4)		
Facility to do experiments in the lab	Good(4)		
Conduct of remedial/minor/honours classes	Excellent(5)		
Assessment of Outcomes	Good(4)		
Faculty evaluation & remarks of the HOD	Excellent(5)		
Facility in the department library for references	Fair(3)		currently we have 120 books , planning to purchase required books.
Maintenance of course diary	Excellent(5)		
Syllabus coverage as per course plan	Excellent(5)		

ELECTRONICS & COMMUNICATION ENGG-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)		will be maintained

Advisory meetings and action taken report	Good(4)	No student member included	As per instruction received from audit cell,no student member is required to include in the advisory committee
Schedule of Time Table	Excellent(5)		will be maintained
Conduct of Tutorial Classes	Excellent(5)		will be maintained
Conduct of series tests	Excellent(5)		will be maintained
Syllabus coverage of practical course	Good(4)	Practical class are adjusted to theory class in the initial period(month) of the semester	Four practical classes are adjusted to theory class for fast coverage of theory portions.Since the number of students in the ECE dept is less,it is more easy to complete practical in the stipulated time.If experiments are pending, Saturday classes are being conducted.
Evaluation of students performance in practical classes	Good(4)		Performance of the students are being evaluated at the respective classes itself.If pending,break time is used for it
Conduct of Practical test	Good(4)		
Facility to do experiments in the lab	Excellent(5)		will be maintained
Conduct of remedial/minor/honours classes	Excellent(5)		will be maintained
Assessment of Outcomes	Good(4)		Practicing CO-PO mapping from the previous academic year.It will be more accurate from current semester onward.
Faculty evaluation & remarks of the HOD	Excellent(5)		will be maintained

Facility in the department library for references	Fair(3)		Apart from central library , dept has its own library with minimum required books
Maintenance of course diary	Excellent(5)		will be maintained
Syllabus coverage as per course plan	Excellent(5)		will be maintained

COMPUTER SCIENCE & ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)		
Advisory meetings and action taken report	Good(4)	Student member not included	Will include from next meeting
Schedule of Time Table	Excellent(5)		
Conduct of Tutorial Classes	Excellent(5)		
Conduct of series tests	Excellent(5)		
Syllabus coverage of practical course	Good(4)	Practical class are adjusted to theory class in the initial period(month) of the semester	Extra lab hours given in Saturdays and other holidays
Evaluation of students performance in practical classes	Good(4)		
Conduct of Practical test	Good(4)		
Facility to do experiments in the lab	Excellent(5)		
Conduct of remedial/minor/honours classes	Excellent(5)		
Assessment of Outcomes	Good(4)		
Faculty evaluation & remarks of the HOD	Excellent(5)		
Facility in the department library for references	Good(4)		

Maintenance of course diary	Excellent(5)		
Syllabus coverage as per course plan	Excellent(5)		

MECHANICAL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)		
Advisory meetings and action taken report	Fair(3)	Students not included	Will include for upcoming meetings
Schedule of Time Table	Excellent(5)		
Conduct of Tutorial Classes	Excellent(5)		
Conduct of series tests	Excellent(5)		
Syllabus coverage of practical course	Good(4)	Practical class are adjusted to theory class in the initial period(month) of the semester	Noted
Evaluation of students performance in practical classes	Good(4)		
Conduct of Practical test	Good(4)		
Facility to do experiments in the lab	Good(4)		
Conduct of remedial/minor/honours classes	Excellent(5)		
Assessment of Outcomes	Good(4)		
Faculty evaluation & remarks of the HOD	Good(4)	No follow up for the evaluation report by HoD	Will include the recommendations and directions in document
Facility in the department library for references	Fair(3)		
Maintenance of course diary	Excellent(5)		

Syllabus coverage as per course plan	Excellent(5)		
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M.Tech

No of M.Tech Students	9
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COMPUTER SCIENCE AND ENGINEERING(COMPUTER SCIENCE AND ENGINEERING)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)		
Syllabus coverage as per course plan	Excellent(5)		
Class committee meetings and action taken report	Excellent(5)		
Conduct of Seminar & Mini project	Excellent(5)		
Conduct of Thesis	Not Relevant		
Faculty with Ph.D for the program	Excellent(5)		
Students attending MOOC or other online courses	Very Poor(1)		Will conduct from next semester
Facility in the department library for journal reference	Good(4)		
Computing facility in the department	Good(4)		
Facility available in the department to do thesis work(all relevant licensed software)	Good(4)		