



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

Academic Audit Report
2018 - 2019

Basic Details

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

General Assessment

Auditor's Comment	Principal's Response
File attached	Activity points and Tutorial log register updated.Digital Library facilities modified.Apart from 20mts additional break on Fridays,one hour leave can be taken by students attending prayers.Facilities for co-curricular activities- improved.

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU	Good(4)		The sequence of events as suggested by KTU is strictly followed with a stipulated time gap during the semester days
Functioning of students grievances and appeal committee	Good(4)		The format of preparing the minutes of the meetings minutes will be revised in next semester as per the suggestion of external auditor

Functioning of Academic Discipline & Welfare committee	Good(4)		The functioning of respective committees are regularly verified
Student feedback on co-curricular and extracurricular activities	Fair(3)		Noted and discussed the steps to be followed for the improvement
Average student to faculty ratio index	Excellent(5)		Noted
Progress of Monthly report uploading	Good(4)		Noted
Principal's response ON previous audit reports	Good(4)		Noted

B.Tech

No of B.Tech Students	758
------------------------------	-----

ELECTRICAL AND ELECTRONICS ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		
Schedule of Time Table	Good(4)		
Attendance of students	Good(4)		
Quantity & Quality of Assignments/Mini Projects	Good(4)		
Conduct of Tutorial Classes	Fair(3)	Maintain the Tutorial log books properly. Tutorial classes engaged are less. .	Tutorial log sheets are maintained for each semester. More tutorial classes will be engaged
Syllabus coverage as per course plan	Good(4)		
Use of ICT enabled teaching & Digital courses	Fair(3)		
Conduct of Practical classes	Good(4)		

Syllabus coverage of practical courses	Excellent(5)		
Evaluation of students performance in practical classes	Good(4)		
Conduct of remedial/bridge classes	Fair(3)		
Maintenance of course diary	Good(4)		
Faculty evaluation by students	Good(4)		
Student feedback on curriculum coverage	Good(4)		
Student feedback on infrastructural facilities	Good(4)		
Performance of students in the previous semester	Poor(2)		
Conduct of seminar classes	Good(4)		
Quality & Progress of projects	Fair(3)	No evidence of evaluation conducted in projects	project preliminary reports have been submitted.

APPLIED ELECTRONICS & INSTRUMENTATION ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		It will be ascertained that feedback from students are also included in the minutes of class/ course committee
Schedule of Time Table	Good(4)		
Attendance of students	Good(4)		
Quantity & Quality of Assignments/Mini Projects	Good(4)		
Conduct of Tutorial Classes	Good(4)		
Syllabus coverage as per course plan	Excellent(5)		
Use of ICT enabled teaching & Digital courses	Fair(3)		All the staffs will be directed to conduct ICT in a more effective way

Conduct of Practical classes	Excellent(5)		
Syllabus coverage of practical courses	Good(4)		
Evaluation of students performance in practical classes	Fair(3)		Noted and additional practical sessions will be given to students to improve their performance
Conduct of remedial/bridge classes	Good(4)		
Maintenance of course diary	Good(4)		
Faculty evaluation by students	Good(4)		
Student feedback on curriculum coverage	Excellent(5)		
Student feedback on infrastructural facilities	Good(4)		
Performance of students in the previous semester	Poor(2)		Noted. We have given special coaching to the students this semester by dividing them into groups and giving them additional coaching on the weak subjects
Conduct of seminar classes	Good(4)		
Quality & Progress of projects	Good(4)		

CIVIL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		
Schedule of Time Table	Good(4)		
Attendance of students	Good(4)		
Quantity & Quality of Assignments/Mini Projects	Good(4)		

Conduct of Tutorial Classes	Poor(2)	Tutorial books are not properly maintained. Number of tutorial classes engaged are less	The format of conducting tutorial classes is reconfigured as per the advice of External Auditor. Restarted the pattern of maintaining Tutorial log register .
Syllabus coverage as per course plan	Good(4)		
Use of ICT enabled teaching & Digital courses	Fair(3)		Advised the faculties to plan for more ICTs from next semester. Also the pattern of Adapting NPTEL videos is suggested
Conduct of Practical classes	Excellent(5)		
Syllabus coverage of practical courses	Excellent(5)		
Evaluation of students performance in practical classes	Good(4)		
Conduct of remedial/bridge classes	Fair(3)		List of remedial students is taken and scheduled the remedial classes accordingly
Maintenance of course diary	Good(4)		
Faculty evaluation by students	Good(4)		
Student feedback on curriculum coverage	Good(4)		
Student feedback on infrastructural facilities	Good(4)		

Performance of students in the previous semester	Poor(2)		Discussed the methods for improving the results in the forthcoming semester with faculties. Advisors were informed to give a personal attention to the students who are showing poor performance in classes and exams. Besides prompt waitage should be given for those students who have failed in one or two subjects.
Conduct of seminar classes	Good(4)		
Quality & Progress of projects	Fair(3)	No evidence of two evaluation	Pattern project evaluation is verified and necessary action were taken

ELECTRONICS & COMMUNICATION ENGG-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		diligent effort will be taken to make excellent
Schedule of Time Table	Good(4)		Remedial and tutorial hours are included
Attendance of students	Good(4)		Students are given strict instruction to take prior permission before taking leave.All students are regular in class
Quantity & Quality of Assignments/Mini Projects	Good(4)		Instructed to get approval from HoD before giving to students
Conduct of Tutorial Classes	Good(4)		Fixed slots are given in timetable
Syllabus coverage as per course plan	Excellent(5)		It will be maintained
Use of ICT enabled teaching & Digital courses	Fair(3)		Instructed faculty concerned to give NPTEL material to students

Conduct of Practical classes	Good(4)		All experiments as per curriculum are completed
Syllabus coverage of practical courses	Excellent(5)		It will be maintained
Evaluation of students performance in practical classes	Good(4)		Faculty incharge are reminded to ask viva and complete lab work in the same lab hour itself
Conduct of remedial/bridge classes	Good(4)		An average of 4(5) remedial sessions are conducted for every subjects
Maintenance of course diary	Good(4)		Faculties are updating the course diary regularly
Faculty evaluation by students	Good(4)		Feedback is taken by advisors ,Hod and Dean students affairs twice in a sem.
Student feedback on curriculum coverage	Good(4)		Portions are being completed as per academic calendar
Student feedback on infrastructural facilities	Good(4)		Faulty laboratory equipments are corrected regularly
Performance of students in the previous semester	Poor(2)		Average pass % of latest university results of all courses are as follows: 2015-2019 batch=79% 2016-2020 batch=83% 2017-2021 batch=93%
Conduct of seminar classes	Good(4)		Planning to conduct more seminars under association banner
Quality & Progress of projects	Good(4)		Latest technology projects are selected

COMPUTER SCIENCE & ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		

Schedule of Time Table	Good(4)		
Attendance of students	Good(4)		
Quantity & Quality of Assignments/Mini Projects	Good(4)		
Conduct of Tutorial Classes	Fair(3)	Less number of tutorial classes are engaged. Tutorial log books are not maintained properly	Started maintaining tutorial log book in the department.
Syllabus coverage as per course plan	Excellent(5)		
Use of ICT enabled teaching & Digital courses	Fair(3)		Will improve
Conduct of Practical classes	Good(4)		
Syllabus coverage of practical courses	Excellent(5)		
Evaluation of students performance in practical classes	Good(4)		
Conduct of remedial/bridge classes	Fair(3)	Less number of remedial/ bridge courses have taken	In the coming semester we will improve
Maintenance of course diary	Good(4)		
Faculty evaluation by students	Good(4)		
Student feedback on curriculum coverage	Good(4)		
Student feedback on infrastructural facilities	Good(4)		
Performance of students in the previous semester	Fair(3)		
Conduct of seminar classes	Good(4)		
Quality & Progress of projects	Good(4)		

MECHANICAL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		
Schedule of Time Table	Good(4)		
Attendance of students	Good(4)		
Quantity & Quality of Assignments/Mini Projects	Good(4)		
Conduct of Tutorial Classes	Poor(2)	Tutorial log books are not maintained properly.Tutorial classes engaged are very less. .	Noted and planned a new method correspondingly
Syllabus coverage as per course plan	Good(4)		
Use of ICT enabled teaching & Digital courses	Fair(3)		
Conduct of Practical classes	Good(4)		
Syllabus coverage of practical courses	Good(4)		
Evaluation of students performance in practical classes	Good(4)		
Conduct of remedial/bridge classes	Fair(3)		
Maintenance of course diary	Good(4)		
Faculty evaluation by students	Good(4)		
Student feedback on curriculum coverage	Good(4)		
Student feedback on infrastructural facilities	Good(4)		
Performance of students in the previous semester	Very Poor(1)		
Conduct of seminar classes	Good(4)		

Quality & Progress of projects	Fair(3)	No evidence of evaluation conducted in projects	Noted and revised the project evaluation committee as well as the rules and regulations in order to organise the evaluation in a proper way
--------------------------------	---------	---	---

M.Tech

No of M.Tech Students	25
------------------------------	----

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

Key Aspects	Rating	Auditor Remarks	Principal's Response
Functioning of class/course committees	Good(4)		
Schedule of Time Table	Good(4)		
Attendance of students	Good(4)		
Quantity & Quality of Assignments/Mini Projects	Good(4)		
Conduct of Tutorial Classes	Not Relevant		
Syllabus coverage as per course plan	Good(4)		
Use of ICT enabled teaching & Digital courses	Fair(3)		Will improve in the coming academic year
Conduct of Practical classes	Good(4)		
Syllabus coverage of practical courses	Good(4)		
Evaluation of students performance in practical classes	Good(4)		
Conduct of remedial/bridge classes	Fair(3)		Will improve conduct of remedial classes
Maintenance of course diary	Good(4)		
Faculty evaluation by students	Good(4)		

Student feedback on curriculum coverage	Good(4)		
Student feedback on infrastructural facilities	Good(4)		
Performance of students in the previous semester	Fair(3)		
Conduct of seminar classes	Good(4)		
Quality & Progress of projects	Fair(3)		