



Sree Narayana Gurukulam College of Engineering, Kadayiruppu  
 IQAC Academic Audit for Program  
 Academic Year:  
 PART -I Preliminary Information

Name of the Department:

Date of Audit:

Name of the Program:

Audit Members:

1. \_\_\_\_\_
2. \_\_\_\_\_

## PART -II Academic Information

| Sl No   | Particular   |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
|---|--|---------------------|----------------------|---------------------|---|-------------------|----------------|----------------------------------|--|----------------------|--------------------|--|--|----------------------|--|--|-------------------|-----------------|--|-----------------------|--|-------|------------------------|--|--|--|--|--|--|--|--|
| 1   | <p><b>Program Information</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Programs Offered</th> <th style="width: 15%;">Intake</th> <th style="width: 20%;">Commencement Year</th> <th style="width: 25%;">Class &amp; Batch</th> <th style="width: 10%;">Year of Admission</th> <th style="width: 15%;">No of Students</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>    | Programs Offered    | Intake               | Commencement Year   | Class & Batch                                   | Year of Admission | No of Students |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Programs Offered                                | Intake   | Commencement Year   | Class & Batch        | Year of Admission   | No of Students                                  |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
|   |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
|   |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
|   |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
|   |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| 2   | <p><b>Faculty Information</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;"> </th> <th style="width: 15%;">Required</th> <th style="width: 25%;">Available (Regular)</th> <th style="width: 25%;">Available (Contract)</th> </tr> </thead> <tbody> <tr><td>Professors</td><td> </td><td> </td><td> </td></tr> <tr><td>Associate Professors</td><td> </td><td> </td><td> </td></tr> <tr><td>Assistant Professors</td><td> </td><td> </td><td> </td></tr> <tr><td>Technical Staff</td><td> </td><td> </td><td> </td></tr> <tr><td>Total</td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>a) Faculty with PhD: .....</p> <p>b) SFR: UG..... PG.....</p>   |                     | Required             | Available (Regular) | Available (Contract)                            | Professors        |                |                                  |  | Associate Professors |                    |  |  | Assistant Professors |  |  |                   | Technical Staff |  |                       |  | Total |                        |  |  |  |  |  |  |  |  |
|   | Required   | Available (Regular) | Available (Contract) |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Professors                                      |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Associate Professors                            |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Assistant Professors                            |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Technical Staff                                 |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Total   |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| 3   | <p><b>Academic Files</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 75%;"> </th> <th style="width: 10%;">Status</th> <th style="width: 15%;">Remarks</th> </tr> </thead> <tbody> <tr><td>Academic Calendar &amp; Time table (with tutorials)</td><td> </td><td> </td></tr> <tr><td>Internal exam QP (DQAC Approved)</td><td> </td><td> </td></tr> <tr><td>Students Roll List</td><td> </td><td> </td></tr> <tr><td>Tutorial log book</td><td> </td><td> </td></tr> <tr><td>Remedial Log book</td><td> </td><td> </td></tr> <tr><td>CO-PO, CO-PSO mapping</td><td> </td><td> </td></tr> <tr><td>CO, PO, PSO attainment</td><td> </td><td> </td></tr> </tbody> </table> |                     | Status               | Remarks             | Academic Calendar & Time table (with tutorials) |                   |                | Internal exam QP (DQAC Approved) |  |                      | Students Roll List |  |  | Tutorial log book    |  |  | Remedial Log book |                 |  | CO-PO, CO-PSO mapping |  |       | CO, PO, PSO attainment |  |  |  |  |  |  |  |  |
|   | Status   | Remarks             |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Academic Calendar & Time table (with tutorials) |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Internal exam QP (DQAC Approved)                |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Students Roll List                              |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Tutorial log book                               |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| Remedial Log book                               |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| CO-PO, CO-PSO mapping                           |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |
| CO, PO, PSO attainment                          |  |                     |                      |                     |   |                   |                |                                  |  |                      |                    |  |  |                      |  |  |                   |                 |  |                       |  |       |                        |  |  |  |  |  |  |  |  |

|   |   |        |         |
|---|---|--------|---------|
|   | Curriculum Gap (with Gaps and course identified to address the POs, PSOs)   |        |         |
|   | Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group) |        |         |
|   | Add-on Courses  |        |         |
|   | Result Analysis   |        |         |
|   | Equipment log registers and stock registers used in Laboratories  |        |         |
|   | Register showing activity points  |        |         |
|   | Department library register showing volume and title of books, journals etc   |        |         |
| 4 | Report on Minutes of meetings and action taken  |        |         |
|   |   | Status | Remarks |
|   | Dept. Advisory Board  |        |         |
|   | PAC   |        |         |
|   | DQAC  |        |         |
|   | Advisory Committee  |        |         |
|   | Class Committee   |        |         |
|   | Course Committee  |        |         |
| 5 | Report on Faculty Improvement/Enrichment Programmes:  |        |         |
|   |   | Count  | Remarks |
|   | FDP /Workshops/Seminars organized by the Department:  |        |         |
|   | Conferences organized by the Department:  |        |         |
|   | FDP /Workshops/Seminars attended by the faculty:  |        |         |
|   | Conferences attended by the faculty:  |        |         |
| 6 | Report on Consolidated Computing facilities in the Department   |        |         |
|   |   | Status | Remarks |
|   | Number of PCs   |        |         |
|   | List of the Software/ Software packages/Simulation Tools  |        |         |
|   | No of Printers  |        |         |
|   | Updated Stock Registers   |        |         |
| 7 | Report on Research Publications by Faculty  |        |         |
|   | (i) No. of publications in Journals   |        |         |
|   | • National : _____  |        |         |
|   | • International: _____  |        |         |
|   | • SCI/SCOPUS: _____   |        |         |
|   | (ii) No. of publications in Conferences   |        |         |
|   | • National : _____  |        |         |
|   | • International: _____  |        |         |
|   | (iii) Report on Patents/ copyrights :   |        |         |

| 8   | <ul style="list-style-type: none"> <li>• Published: _____</li> <li>• Granted: _____</li> </ul> <p>(iv) No. of books published: _____<br/>                 Books: _____<br/>                 Chapters: _____</p> <p>Report on Library facilities:<br/>                 (i) Number of Titles: _____<br/>                 (ii) Total volumes of Books: _____</p>   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
|---|---|---------------------------------|-----------|---------|---------------------------|--|--|--|--|--|---|--|--|---------|--|--|-----------|--|--|
| 9   | <p>Report on MoUs and Projects:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%;">Count</th> <th style="width: 10%;">Remarks</th> </tr> </thead> <tbody> <tr> <td>MoUs</td> <td></td> <td></td> </tr> <tr> <td>Projects</td> <td></td> <td></td> </tr> <tr> <td>Consultancy works</td> <td></td> <td></td> </tr> </tbody> </table>  |                                 | Count     | Remarks | MoUs                      |  |  | Projects                                   |  |  | Consultancy works                             |  |  |         |  |  |           |  |  |
|   | Count   | Remarks                         |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| MoUs  |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Projects                                      |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Consultancy works                             |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| 10  | <p>Report on Placement, Internship and Higher Studies:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%;">Count</th> <th style="width: 10%;">Remarks</th> </tr> </thead> <tbody> <tr> <td>Number of Students Placed</td> <td></td> <td></td> </tr> <tr> <td>Number of Students carried out Internships</td> <td></td> <td></td> </tr> <tr> <td>Number of students gone for higher studies</td> <td></td> <td></td> </tr> </tbody> </table>   |                                 | Count     | Remarks | Number of Students Placed |  |  | Number of Students carried out Internships |  |  | Number of students gone for higher studies    |  |  |         |  |  |           |  |  |
|   | Count   | Remarks                         |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Number of Students Placed                     |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Number of Students carried out Internships    |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Number of students gone for higher studies    |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| 11  | <p>Report on Student Improvement/Enrichment Programmes (with evidences)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%;">Count</th> <th style="width: 10%;">Remarks</th> </tr> </thead> <tbody> <tr> <td>MOOC Courses</td> <td></td> <td></td> </tr> <tr> <td>Honours/Minors</td> <td></td> <td></td> </tr> <tr> <td>Co-Curricular and Extra-Curricular Activities</td> <td></td> <td></td> </tr> </tbody> </table>  |                                 | Count     | Remarks | MOOC Courses              |  |  | Honours/Minors                             |  |  | Co-Curricular and Extra-Curricular Activities |  |  |         |  |  |           |  |  |
|   | Count   | Remarks                         |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| MOOC Courses                                  |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Honours/Minors                                |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Co-Curricular and Extra-Curricular Activities |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| 12  | <p>Evidences of Feedback reports and action proposed /taken for</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%;">Status</th> <th style="width: 20%;">Remarks</th> </tr> </thead> <tbody> <tr> <td>Faculty Evaluation</td> <td></td> <td></td> </tr> <tr> <td>Students Feedback</td> <td></td> <td></td> </tr> <tr> <td>Alumni</td> <td></td> <td></td> </tr> <tr> <td>Parents</td> <td></td> <td></td> </tr> <tr> <td>Employers</td> <td></td> <td></td> </tr> </tbody> </table> |                                 | Status    | Remarks | Faculty Evaluation        |  |  | Students Feedback                          |  |  | Alumni  |  |  | Parents |  |  | Employers |  |  |
|   | Status  | Remarks                         |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Faculty Evaluation                            |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Students Feedback                             |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Alumni  |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Parents                                       |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Employers                                     |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| 13  | <p>Department Budget : _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Name and Designation of Auditor</th> <th style="width: 30%;">Signature</th> <th style="width: 25%;">Date</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"></td> <td></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> </tr> </tbody> </table>   | Name and Designation of Auditor | Signature | Date    |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
| Name and Designation of Auditor               | Signature   | Date                            |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
|   |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
|   |   |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |
|   | Signature of HoD with Date  |                                 |           |         |                           |  |  |  |  |  |   |  |  |         |  |  |           |  |  |

