

ACADEMIC E-AUDIT REPORT
November 2020

Programme : BTech
Branch: Computer Science & Engg
Semester: S7

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Good	Conducted Class committee meeting on 15/9/2020	
Advisory meetings and action taken report	Good	Conducted meeting on 12/9/2020 and 3/11/2020	
Result analysis of previous odd semester	Good	Pass percentage is only 65.45%	
Syllabus coverage as per course plan	Excellent	Verified all the course diaries. Lost some classes due to placement training. But took extra classes on other days	
Conduct of laboratory classes with relevant details	Excellent	Completed 40% of the experiments	
Conduct of minor/honours classes	NA		
Platform used for LMS/Course materials and lectures uploaded	Excellent	Uploaded all the learning materials and PPT with audio of completed modules	
NPTEL/SWAYAM course materials recommended for reading	GOOD	Encouraged students to do courses in NPTEL/Coursera etc	
Conduct of Internal assessments for theory and lab classes	Excellent	Conducted modulewise test papers after each module	
The mechanisms for taking feedback as to whether the online classes are effective	Excellent	Online feedback using Google form shared by College	
Conduct of series tests	Excellent	Evaluation completed within specified date and prepare consolidation and sent to Parents whatsapp group	
Maintenance of course diary	Excellent	Some faculty members kept softcopy of attendance, assignment marks etc.	
Register showing activity points	Excellent		
Online Faculty evaluation & remarks of the HoD	Excellent	Obtained feedback from Above 75% of the students in the class. Discussed the feedback with concerned faculty members.	

Sd/- (HoD)



Sd/- (Internal Auditor)

A. Huse

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ACADEMIC E-AUDIT REPORT
November 2020

Programme : BTech
Branch: Computer Science & Engg
Semester: S3

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	GOOD	Conducted Class committee meeting on 16/9/2020	
Advisory meetings and action taken report	GOOD	Conducted meeting on 3/11/2020	
Result analysis of previous odd semester	VERY POOR	Pass percentage is only 29.73%	
Syllabus coverage as per course plan	GOOD	Verified all the course diaries	
Conduct of laboratory classes with relevant details	EXCELLENT	Completed 50% of the experiments	
Conduct of minor/honours classes	GOOD		
Platform used for LMS/Course materials and lectures uploaded	EXCELLENT	Googleclassroom. Verified all the learning materials and ppt with audio	
NPTEL/SWAYAM course materials recommended for reading	GOOD	Conducted module tests after completion.	
Conduct of Internal assessments for theory and lab classes	EXCELLENT	Conducted module tests after completion.	
The mechanisms for taking feedback as to whether the online classes are effective	EXCELLENT	Online feedback using Googleforms	
Conduct of series tests	EXCELLENT	Evaluation completed within specified date and prepare consolidation and sent to Parents whatsapp group	
Maintenance of course diary	EXCELLENT	Some faculty members kept softcopy of attendance, assignment marks etc.	
Register showing activity points	POOR		
Online Faculty evaluation & remarks of the HoD	EXCELLENT	Discussed the feedback with concerned faculty members.	

Sd/- (HoD)



A. Hase Sd/- (Internal Auditor)

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ACADEMIC E-AUDIT REPORT
November 2020

Programme : BTech
Branch: Computer Science & Engg
Semester: S5

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Good	Conducted Class committee meeting on 15/9/2020	
Advisory meetings and action taken report	Good	Conducted meeting on 13/9/2020 and 3/11/2020	
Result analysis of previous odd semester	VERY POOR	Pass Percentage is 23.5%	
Syllabus coverage as per course plan	GOOD		
Conduct of laboratory classes with relevant details	Excellent	Completed 38% of the experiments.	
Conduct of minor/honours classes	NA		
Platform used for LMS/Course materials and lectures uploaded	Excellent	Google Classroom. Uploaded all the learning materials and ppt with audio	
NPTEL/SWAYAM course materials recommended for reading	Excellent		
Conduct of Internal assessments for theory and lab classes	Excellent	Conducted modulewise test papers after each module	
The mechanisms for taking feedback as to whether the online classes are effective	Excellent	Online feedback using Google form shared by College	
Conduct of series tests	Excellent	Evaluation completed within specified date and prepare consolidation and sent to Parents whatsapp group	
Maintenance of course diary	EXCELLENT	Some faculty members kept softcopy of attendance, assignment marks etc.	
Register showing activity points	GOOD		
Online Faculty evaluation & remarks of the HoD	EXCELLENT	Discussed the feedback with concerned faculty members.	

Sd/- (HoD)



Sd/- (Internal Auditor)

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ACADEMIC E-AUDIT REPORT, NOVEMBER, 2020


MCA(S5)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	GOOD	Conducted Class committee meeting on 29/10/2020	
Result analysis of previous odd semester	GOOD	Pass Percentage is 62.5	
Syllabus coverage as per course plan	GOOD	Verified all the course diaries. Lost some classes due to placement training.	
Platform used for LMS/Course materials and lectures uploaded	GOOD	Google Classroom. Course Materials and PPTs with audio are uploaded	
Conduct of seminar & project	GOOD	Students are having Mini Project and Seminar. Conduct of Mini Project is going well and Seminar will start soon.	
Conduct of Thesis	NA		
The mechanisms for taking feedback as to whether the online classes are effective.	GOOD	Online feedback using Google form shared by College	
Faculty with Ph.D for the programme	GOOD		
Maintenance of Course diary	GOOD	Well maintained	
Students attending MOOC or other online courses			

Sd/-

**Meera K.Chandran,
Department of Computer Applications**




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ACTION TAKEN REPORT

Based on Internal Academic Audit Report November 2020. IQAC analysed the audit report and the following actions were initiated.

Action Taken

Principal directed the HoDs to ensure that

- Teachers are engaging online classes as per schedule and students are attending online classes.
- Course notes are uploaded in Google Class room by all faculty members.

IQAC Coordinator



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No. SNGCE/AD/B-3/FL003/20-21

28/01/2021

Report of Internal Quality Assurance Cell (IQAC) Audit of SNGCE

The ^{second} first internal E-Audit of various academic programmes at SNGCE was carried out during 1st February to 5th February 2021. The details of auditors are as given below:-

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|----------------------------|---|------|----------------------------|---|-----|
| 1. Ms. Jeena Mathew | } | CE | 15. Ms. Milna Susan Joseph | } | EEE |
| 2. Ms. Ananya John | | | 16. Ms. Saritha Sathyan | | |
| 3. Ms. Sreepriya Mohan | | | 17. Ms. Indu K. Simon | | |
| 4. Ms. Nimmi M.K. | } | CS | 18. Ms. Loveleen K.V. | } | ECE |
| 5. Ms. Sindhu M.P. | | | 19. Ms. Seena George | | |
| 6. Dr. Vidhya P.M. | | | 20. Ms. Divya S. | | |
| 7. Ms. Deepthi V.S. | } | S &H | 21. Ms. Soumya A.M. | } | ME |
| 8. Ms. Gisha G.R. | | | 22. Mr. Sibin B. | | |
| 9. Ms. Silgy E.G. | | | 23. Mr. Jithesh T.S. | | |
| 10. Mr. Lijo Joseph | } | NASB | 24. Mr. Vivek Babu | } | CA |
| 11. Mr. Shallen S.V. | | | 25. Ms. Smitha K.S. | | |
| 12. Mr. Amal R | | | 26. Dr. Alby S. | | |
| 13. Ms. Reji P.R. | } | MS | 27. Ms. Meera K. Chandran | } | |
| 14. Dr. Bhagyalekshmi P.C. | | | | | |

The audit report has been handed over to the IQAC coordinator for record. During the audit, the mandatory documents at college level and department level (as specified by KTU manual) were verified and found satisfactory.



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ACTION TAKEN REPORT

Based on Internal Academic E Audit Report February 2021

IQAC analysed the audit report and the following actions were initiated.

Action Taken

Principal directed the HoDs to ensure that

- Teachers and students are utilizing the online facility and google classroom during the pandemic period.
- Course notes are uploaded in Google Class room by all faculty members.
- Laboratory classes are completed properly during the contact class period.

Principal entrusted the IQAC coordinator to arrange some online webinars to equip the faculty members and ensure that the documentation is done properly during the contact class period.

IQAC Coordinator

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