ACADEMIC AND ADMINISTRATIVE AUDIT(AAA) AY:2020-21

		TITUTE OF TECHNO EM – 637 504	DLUGY,	Date	28.05.2021
Α	Name of the Committee	Academic and Adr	ministrative Audit (A	AA)	
В	Composition and men	nbers :			
	Period	From	01.06.2021	То	30.05.2022
S.No	Name	Affiliation	Position	Coi	ntact Details
1	Dr.PSS.Srinivasan	Principal	Chairman	97	7900 51515
2	Dr.K.Visagavel	Vice Principal & HoD/MECH	Co-Chairman	95	5009 41414
3	Dr.A.Stephen	Director (MBA)	Member	96	6009 91166
4	Dr.P.Rajendran	Director (PAT & III)	Member	99	9941 33333
5	Dr.M.Thangavel	Director (CDT)	IQAC coordinator	97	7900 71717
6	Dr.N.Panneerselvam	ASP/MECH	Convener	99	9944 93074
C	Details about Establis	hment			= 18-2 [*]
D	the quality of academic the administrative proces Objectives 1. To carry out AAA ev	edures. ery semester through	n a standard format.		
D	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt	edures. ery semester through keeping level and math, weakness and trative Examination Resly improving quality	n a standard format. aking them to rectify suggestions improved i	any dev	iations. t and reform
	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. t and reform d other bodies. of deficiencie
E	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. t and reform d other bodies. of deficiencie
E	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in A	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. t and reform d other bodies. of deficiencie
E	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members Internal members	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in A	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. t and reform d other bodies. of deficiencie
F	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members Internal members External Members	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in August 1997 and 1998 an	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. t and reform d other bodies. of deficiencie
E F	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members Internal members External Members Frequency of Meeting	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in August 1997 and 1998 an	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. t and reform d other bodies. of deficiencie
E F	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members Internal members External Members Frequency of Meeting Meeting Details	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in Augusta 1997 1998 1998 1998 1998 1998 1998 1998	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. I and reform I other bodies. of deficiencie e processes.
E F	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members Internal members External Members Frequency of Meeting Meeting Details Meeting No.	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in Augusta 1997 1998 1998 1998 1998 1998 1998 1998	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. I and reform I other bodies. of deficiencie e processes.
E F	the administrative proces Objectives 1. To carry out AAA ev 2. To verify the record 3. To identify strengt (Academic, Administ 4. To help in continuous Role and Responsibili 1. To conduct the Acad 2. To conduct the Adm 3. To conduct meeting given in the audit. 4. To give suggestions Tenure of Members Internal members External Members Frequency of Meeting Meeting Details Meeting No. Agenda	ery semester through keeping level and math, weakness and trative Examination Rusly improving quality ties demic Audit each seministrative Audit each of AAA committee for improvement in Augusta 1997 1998 1998 1998 1998 1998 1998 1998	n a standard format. aking them to rectify suggestions improved improved in the suggestion of the sug	any devovement	riations. I and reform other bodies. of deficiencie processes.

AAA-AY:2020-21 ODD SEMESTER

CIRCULAR Circular No. KIOT/AAA/2020-21/01 Date 15.07.2021 To All Directors, HoDs and members Subject Academic and Administrative Audit (AAA) Committee Meeting - 01 Circular issued by IQAC

Academic and Administrative Audit (AAA) committee Opening Meeting is planned at IQAC office to discuss the following agenda. The committee members are requested to attend the meeting to share their valuable suggestions.

Date: 23.07.2021

Time: 10.30 AM to 11.30 AM

S.No	Name	Affiliation	Position	Contact Details	
1	Dr.PSS.Srinivasan	Principal	Chairman	97900 51515	
2	Dr.K.Visagavel	Vice Principal & HoD/MECH	Co-Chairman	95009 41414	
3	Dr.A.Stephen	Director (MBA)	Member	96009 91166	
4	Dr.P.Rajendran	Director (PAT & III)	Member	99941 33333	
5	Dr.M.Thangavel	I.Thangavel Director (CDT)		97900 71717	
6	Dr.N.Panneerselvam	ASP/MECH	Convenor	99944 93074	

Agenda:

S. No.	Item to be Discussed		
1	Review of Previous year AAA Reports and suggestion for improvement		
2	Approval of format for Academic and Administrative Audit (AAA) report for the ODD semester of AY 2020-21.		
3	Guidelines for conducting Academic and Administrative Audit (AAA) for the ODD semester of AY 2020-21.		

12/11/11/11	0.00
(Littor)	1/1
SENDER	PRINCIPAL

IQAC	VP Office	MECH	ECE	EEE	CSE	CIVIL	IT & CSBS	Lib.	EMS	Dir. / P & III	Dir. /	AO	Trans port		dential rden	Recep	Security Office	Class Circula-	College	Office/ File
	Office						CSBS			P & III	CDI		I/C	LH	GH	tion	Office	tion	NB	rile
*			*	*	*	٠	*	*				*								
MBA	KBSS		*	317	Sc	оре				(Cantee	1				TCS	- iON	-		

Checked by	Verified by the	
Principal office I/C	sender	

File:

- 1. Principal Office / File
- 2. Concerned HODs / Incharges

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504

Minutes of Academic and	Administrative Audit (A	AAA) Committee Meeting 1
-------------------------	-------------------------	--------------------------

Meeting No.	KIOT/AAA/2021-22/01	Date & Time	23.07.2021, 10.30 to 11.30 AM
Venue	IQAC	Hotel III to	NATIONAL PROPERTY OF THE PARTY

Members Present

2.

S. No.	Name	Affiliation	Position	Signature
1	Dr.PSS.Srinivasan	Principal	Chairman	m
2	Dr.K.Visagavel	Vice Principal & HoD/MECH	Co-Chairman	u.v.
3	Dr.A.Stephen	Director (MBA)	Member	1.7
4	Dr.P.Rajendran	Director (PAT & III)	Member	8.0
5	Dr.M.Thangavel	Director (CDT)	IQAC coordinator	Hill May.
6	Dr.N.Panneerselvam	ASP/MECH	Convener	Mari

Minutes of the Meeting

Review of Previous year AAA Report and its suggestion for improvement

Report of AAA conducted for the even semester of academic year 2019 – 20 has been reviewed. It is decided to use a format for collecting summary of Audit.

Approval of format for Academic and Administrative Audit (AAA) Summary sheet for the ODD semester of AY 2020-21.

The formats for conducting AAA and Audit summary have been approved.

Guidelines for conducting Academic and Administrative Audit (AAA) for the ODD semester of AY 2020-21.

(a) The following faculties have been nominated as auditors for conducting AAA.

S. No.	Auditors	Dept to be audited
1.	Mr. V.Karthikeyan, AP/Mech. Mr. A.Selvakumar, AP/Mech.	CSE
2.	Mrs. S.Kalapanadevi, ASP/EEE Mr. D.Ragul, AP/EEE	ECE
3.	Mr. R.Shanmugasundaram., AP/ ECE Mr. A.Arun, AP/ECE	EEE
4.	Mrs.P.Malarvizhi, AP/CSE Mrs.C.Vanitha, AP/CSE	MECH
5.	Mrs.S.Vimala, AP/MBA Mrs.P.Revathi, AP/MBA	CIVIL
6.	Mr. S.Sasikumar, AP/(Phy)Civil Mr. S.Prabhakaran, AP/(Eng.)Civil	МВА
7.	Dr. C.Muniraj ,Prof & Head EEE Mr. S.E.Murthy, AP/EEE	Account Section
8.	Mr. M.Sathyanathan, ASP/Mech Mr.J.Prakash, AP/Mech	Principal Office

9.	Dr K.Visagavel, Prof & Head, Mech/ VP Dr. K.S.Prabhakaran, ASP/Mech	EMS
10.	Dr. V.Kumar, Prof & Head CSE Mr. K.Ravikumar, ASP/CSE	Library
11.	Dr. N.Santhiyakumari, Prof & Head /ECE Mr.S.Veerakumar, AP/ECE	Placement and Training
12.	Mr. R.Vinothkumar, AP/Mech.	Physical Education

(b) AAA will be conducted during July / August 2021 and the audit report will be submitted to IQAC on or before 31.07.2021.

IQAC-Coordinator

Chairman

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504

CIRCULAR

	011100	-7 11 1	
Circular No.	800	Date	20.07.2021
То	All Directors and Ho	ODs	
Subject	Academic and Adm	inistrative Audit - Reg	
Circular issued by	IQAC		

Academic and Administrative Audit (AAA) Committee is constituted with following faculty members to conduct the audit for the Academic year 2021-22.

S. No.	Auditors	Dept to be audited
1.	Mr. V.Karthikeyan, AP/Mech. Mr. A.Selvakumar, AP/Mech.	CSE
2.	Ms. S.Kalapanadevi, ASP/EEE Mr. D.Ragul, AP/EEE	ECE
3. x	Mr. R.Shanmugasundaram., AP/ ECE Mr. A.Arun, AP/ECE	EEE
4/	Ms.P.Malarvizhi, AP/CSE Ms.C.Vanitha, AP/CSE	MECH
5	Ms.S.Vimala, AP/MBA Ms.P.Revathi, AP/MBA	CIVIL
6	Mr. S.Sasikumar, AP/(Phy.)Civil Mr. S.Prabakaran, AP/(Eng.)Civil	MBA
7	Dr. C.Muniraji Prof & Head EEE Mr. S.E.Murthy, AP/EEE	Account Section
8.	Mr. M.Sathyanathan, ASP/Mech Mr.J.Prakash, AP/Mech	Principal Office
9.	Dr. K.Visagavel, Prof & Head, Mech/ VP Dr. K.S.Prabhakaran, ASP/Mech	EMS
19.	Dr. V.Kumar, Prof & Head CSE Mr. K.Ravikumar, ASP/CSE	Library
11	Dr. N.Santhiyakumari, Prof & Head /ECE Mr. S.Veerakumar, AP/ECE	Placement and Training
12	Mr. R.Vinothkumar, AP/Mech.	Physical Education

The Academic and Administrative Audit for the odd semester of the AY 2020 – 21 is scheduled from 26.07.2021 to 29.07.2021. Hence, the HODs and faculty are requested to complete the documents and present for the audit.

The auditors are requested to conduct the audit in the allotted departments and submit the Audit report to Principal on or before 31.07.2021.

In this regard, a meeting of Academic and Administrative Audit committee is scheduled on 22.07.2021 at 3.00 pm in IQAC to discuss the auditing procedure.

Dr.N.Panneerselvam, ASP/Mech. is the overall coordinator for the Audit.

The list of documents to be audited is given in the attachment.

SENDER

PRINCIPAL

MECH VP Offic	VP Office	CIVIL	EEE	ECE	CSE	IT &	PD	LIB	EMS	AO	Trans- port	Hacta	Director /	Director /	Wa	ential rden	College NB	Office /	Class Circula-	Security	KBS	Recep	
	Office						BS					I/C	I/C	Training		LH	GH	ND	Tile	tion	Office		tion
*	*	*	*	*	*	*	*	*	*	*				*							*		
																			20				

Verified by the sender

File:

) Principal Office:

2) Concerned issuing department :

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN EMESTER)

Department:	Date:	Time:

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar		
2.0	Department Academic Calendar		in the
2.1	Department Academic Calendar		and Apr
3.0	Subject allocation system for Faculty		
3.1	Course willingness file		
3.2	Course allocation file	-111	io i i i i
3.3	Time table file	rishe (VIII.)	ONER
	a) Master time table file		56. I 31
	b) Individual faculty time table file		
4.0	Class Committee Meetings	ing godesi	mal .
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	toingalti mai	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	i i v osa saay	
5.1	Faculty meeting file (Agenda and Minute of Meeting)	devolution	PH CT
5.2	Class advisors meeting file	1.61	
6.0	Syllabus completion monitoring		7004 5.10
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)		
7.0	IAT performance review and remedial classes		
7.1	IAT time table file	T T T TANK I DESCRIPTION OF THE PARTY OF THE	
7.2 ·	IAT invigilation duty file		
7.3	Result analysis file		
7.4	Course file (Refer Annexure – A, B & C)	O CO SIGNATURE OF STREET	
8.0	Arrear coaching		
8.1	Arrear coaching class time table file		108
8.2	Arrear coaching class file		
9.0	University results and improvement measures		
9.1	University results analysis file		
10.0	Mid semester faculty appraisal by students		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.1	Mid semester feedback file		
11.0	End semester faculty appraisal by students		
11.1	End semester feedback file		
12.0	Sufficiency of text and reference books in central and department library		
12.1	Central and Department library stock register	energies tra	
13.0	Library utilization by department faculty and students	16 16 16	
13.1	Department Library utilization by faculty and students (issue register)		
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)		ŭ.
15.0	E-content development by faculty		
16.0	Use of LMS by faculty		(
17.0	Use of Campus ERP by faculty	Transferen	
17.1	ERP file		
18.0	CO-PO-PSO attainment and curriculum improvement	mainte.	
18.1	CO-PO-PSO attainment file		
18.2	Curriculum gap identification file		
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file	ette et gerie	
20.0	Participation level (%) of students in CC, VAC and VET		m-o.1 1 1 2
20.1	Refer 19.1		Probe
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file		(
21.2	Students participation in Extra-curricular activities file		
22.0	FDPs attended by faculty		
22.1	FDP file		
23.0	SDPs attended by Supporting Staff		
24.0	Mentor-Mentee system		
24.1	Mentor mentee file		
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings		
25.1	PAC file		
25.2	QIC file	stalling of	
26.0	Student feedback systems and implementation		
26.1	ERP file		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.0	Student grievances and redressal		
27.1	Student grievance file		
27.2	Redressal file		
28.0	Programs organized for faculty and staff		4.55
29.0	Programs organized for students through various clubs	Language and	
29.1	List of clubs (Agenda and Minutes of Meeting)		
30.0	Participation level (%) of students in competitions and achievements	enter Cantalara	
31.0	Graduation rate and university ranks		2901
31.1	Graduation file (Exam Cell)	. 1928	
32.0	Percentage rate of placement and salary levels		SPILE 1.7h
32.1	Department placement file	2011	
33.0	Percentage rate of higher studies students (India and Abroad)	e e e e e e e e e e e e e e e e e e e	
33.1	Higher studies students files	foliame, of sine	
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file		
35.0	Funded proposals submitted and grants obtained	1. 1.	
35.1	Funded project file		
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file		
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file		
∪ 37.2	Publication in National conference file		
38.0	Awards and recognition by Dept., faculty and students	Day 10 april 1	
38.1	Faculty Award and recognition files		
38.2	Students Award and recognition files		
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file		
39.2	III activities files	State Sha	
40.0	Laboratory up gradation	1	-
40.1	Laboratory stock register		
41.0	New lab established		
41.1	Laboratory stock register		
42.0	Maintenance of department facilities		

(

(

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
42.1	Maintenance register		
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files		
44.0	Road map of the department		
44.1	Department road map		
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.		
46.0	IPR and Patents		
46.1	IPR file		
46.2	Patents file		(
47.0	Consultancy		(,
47.1	Consultancy file		
48.0	Students Research Papers		
48.1	Students Research Paper file	1 1 1 1 1 1 1 1 1	
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files		
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file		

Audited by:

S.No	Name of the Auditor	Designation	Department	Signature with Date
		.4		

IQAC - Coordinator

KNOWLEDGE INSTITUT	E OF TECHNOLOGY, SALEM - 637 504
Academic and Adminis	trative Audit (AAA) – Summary Sheet
Department	Date
Period of Audit	
A	Academic Audit
Key Strengths	Major Weaknesses
Adn	ninistrative Audit
Key Strengths	Major Weaknesses
Suggesti	ions for improvement
Academic Audit	Administrative Audit

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year-(2020-2021)

Academic and Administrative Audit (AAA) Report

Department:				Semester:						Date:			
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file	(B) Log book	(C) Innovative Teaching	(D) Percentage	(E) CO Assessment	Class Ac	F) Ivisor File	Remarks
3.140		raculty Name		Department	riogiamino	Teal/Setil/Sec	completed(Yes/No)	completed(Yes/No)	Practiced (Yes/No)	of syllabus coverage	carried out (Yes/No)	Year/Sem	completed(Yes/No)
						,							
		6											
	1					T-11-	1-Academic				A,B,C,D,E,	F-file label	

Table 1-Academic audit report

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor

Table 2-Remarks and Corrective Action(CA) report

Team Head/Auditors

Overall AAA Coordinator

Principal

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (ODD SEMESTER)

Department: MECH

Date:29.07.2021

Time: 10.30 AM- 4.00PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		14.71
1.1	Anna University and College Calendar	Yes	
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	Yes	
3.0	Subject allocation system for Faculty		a.
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	
3.3	Time table file	(62%) (E.S.)	P.S.W.
	a) Master time table file	1129, yg. (Yr)	1.2
	b) Individual faculty time table file	Yes	
4.0	Class Committee Meetings	neo ana o	
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	Bes DATE 1	
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	462
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	
7.0	IAT performance review and remedial classes	A PROPERTY.	
7.1	IAT time table file	Yes	
7.2	IAT invigilation duty file	Yes	
7.3	Result analysis file	Yes	
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching		
8.1	Arrear coaching class time table file	Yes	() 美工
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures	117 25.1	
9.1	University results analysis file	Yes	
10.0	Mid semester faculty appraisal by students	14.2	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.1	Mid semester feedback file	Yes	V
	End semester faculty appraisal by students	THE PERSON	41000
	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library		100.3
	Central and Department library stock register	Yes	
	Library utilization by department faculty and students	ं वर्षां कार्तु इस्	
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	9.2
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty		
17.0	Use of Campus ERP by faculty	Yes	
17.1	ERP file		
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	Yes	
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file	Yes	
20.0	Participation level (%) of students in CC, VAC and VET		
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students	Van	
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty		
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system		
24.1	Mentor mentee file	Yes	
24.1	Conduction of Programme Assessment Committee (PAC) and QIC		9,0
25.0	meetings		
25.1	PAC file	Yes	Parent Control
25.2	QIC file	Yes	
26.0	Student feedback systems and implementation		
26.1	ERP file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.0	Student grievances and redressal		
27.1	Student grievance file	N/A	Due to pandemic
27.2	Redressal file	N/A	Due to pandemic
28.0	Programs organized for faculty and staff	Yes	
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements	Yes	
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels	1	
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file	Yes	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	Yes	
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		4
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	1
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file	Yes	pr.
39.2	III activities files	Yes	777
40.0	Laboratory up gradation		
40.1	Laboratory stock register	Yes	
41.0	New lab established	103	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files	Yes	
44.0	Road map of the department		
44.1	Department road map	Yes	a et et e
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy		
47.1	Consultancy file	Yes	
48.0	Students Research Papers	- 2000	
48.1	Students Research Paper file	Yes	95.00
49.0	Contest Participation & prizes		10.5
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	Mrs. C. Vanitha	AplesE	Wal
2.	Mas. P. Malaruizhi	APLCSE	p-MIL

IQAC - Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year- (2020-2021) Academic and A Audit Report

Department: MECH

Semester:ODD

Date: 29.07.2021

						(A) Course file	(B)	(C) Innovative	(D) Percentage	(E) CO	Class Ad	F) visor File	Remarks*
5.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	completed(Yes/No)	Log book completed(Yes/No)	Teaching Practiced (Yes/No)	of syllabus coverage	Assessment carried out (Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
1	Mr.K.Anandkumar	Communicative English	MECH	B.E.	I/I/A	Yes	Yes	Yes	100	Yes			
2	Ms.K.Banupriya	Engineering Mathematics	MECH	B.E.	I/I/A	Yes	Yes	Yes	100	Yes	WINES I		
3	Mr.P.Elambarathi	Engineering Chemistry	MECH	B.E.	I/I/A	Yes	Yes	Yes	100	Yes	I/I/A	Yes	
4	Ms.B.Indumathi	Engineering Physics	MECH	B.E.	1/1/A	Yes	Yes	Yes	100	Yes			in the second
. 5	Mr.M.Vinoth	Engineering Graphics	MECH	B.E.	I/I/A	Yes	Yes ·	Yes	100	Yes	lank in		usid Andre
6	Mr. R.Vinoth Kumar	Engineering Graphics	MECH	B.E.	I/I/A	Yes	Yes	Yes	100	Yes	Profit is		
7	Mr.S.V.Giri Prasad	Engineering Graphics	MECH	B.E.	I/I/B	Yes	Yes	Yes	100	Yes	location .	, and the second	
8	Mr. A.Kamalakkannar	Engineering Graphics	MECH	B.E.	I/I/A	Yes	Yes	Yes	100	Yes			1,000
9	Mrs .A.Elavarasi	Engineering Graphics	ECE	B.E.	I/I/B	Yes	Yes	Yes	100	Yes			
10	Mr. S.Santhosh	Engineering Graphics	MECH	B.E.	I/I/C	Yes	Yes	Yes	100	Yes	A King lands		0 (3)
11	Mr.D.Madhan	Engineering Graphics	MECH	B.E.	I/I/CSBS	Yes	Yes	Yes	100	Yes	1		
12	Mr. N.Kamalakannan	Engineering Graphics	MECH	B.E.	I/I/IT	Yes	Yes	Yes	100	Yes			7 79 13

						(A) Course file	(B) Log book	(C) Innovative	(D) Percentage	(E) CO	Class A	(F) dvisor File	Remarks*
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	completed(Yes/No)	completed(Yes/No)	Teaching Practiced (Yes/No)	of syllabus coverage	Assessment carried out (Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
13	Mr. P.Karthikeyan	Engineering Graphics	MECH	B.E.	I/I/CIVIL	Yes	Yes	Yes	· 100	Yes			
14	Mr.K.Mugundhan	Engineering Graphics	MECH	B.E.	I/I/A	Yes	Yes	Yes	100	Yes			
15	Mr.S.Ramesh	Transforms and Partial Differential Equations	MECH	B.E.	II/III/A	Yes	Yes	Yes	100	Yes			
16	Mr.P.Madheswaran	Transforms and Partial Differential Equations	MECH	B.E.	II/III/B	Yes	Yes	Yes	100	Yes		in a	
17	Mr.P.Vijay	Engineering Thermodynamics	MECH	B.E.	II/III/A	Yes	Yes	Yes	100	Yes			
18	Mr.S.Rajesh	Engineering Thermodynamics	MECH	B.E.	II/III/B	Yes	Yes	Yes	100	Yes			
19	Prof.A.Selvakumar	Fluid Mechanics and Machinery	MECH	B.E.	II/III/A	Yes	Yes	Yes .	100	Yes	II/III/B	Yes	
20	Mr.S.Surendar	Fluid Mechanics and Machinery	MECH	B.E.	II/III/B	Yes	Yes	Yes	100	Yes			
21	Mr.J.Prakash	Manufacturing Technology - I	MECH	B.E.	II/III/A	Yes	Yes	Yes	100	Yes	II/III/A	Yes	
22	Mr.R.Venkatraman	Manufacturing Technology - I	MECH	B.E.	II/III/B	Yes	Yes	Yes	100	Yes			
23	Mr.J.Prakash	Manufacturing Technology Laboratory -	MECH	B.E.	II/III/A	Yes	Yes	Yes	100	Yes			
24	Mr.R.Venkatraman	Manufacturing Technology Laboratory -	MECH	B.E.	II/III/B	Yes	Yes	Yes	100	Yes			
25	Mr.A.Selvakumar	Computer Aided Machine Drawing	MECH	B.E.	II/III/A	Yes	Yes	Yes	100	Yes			
26	Mr.K.V.Rangasamy	Computer Aided Machine Drawing	MECH	B.E.	II/III/B	Yes	Yes	Yes	100	Yes			

Remarks* (E) Class Advisor File (C) (D) (B) (A) CO Innovative Percentage Course file Log book Assessment Teaching Year/Sem/Sec Department Programme Course Name completed(completed(of syllabus S.No Faculty Name carried out Practiced coverage Yes/No) Yes/No) (Yes/No) (Yes/No) completed((Yes/No) Year/Sem Yes/No) Yes 100 Yes Yes Yes B.E. III/V/A MECH Mr.D.Madhan Thermal Engineering- II 27 III/V/B Yes 100 Yes Yes Yes B.E. III/V/B Yes **MECH** Thermal Engineering- II Mr.V.Karthikeyan Yes 100 Design of Machine Yes Yes III/V/A Yes **MECH** B.E. Mr.S.Suresh Balaji Elements Yes Design of Machine 100 Yes Yes B.E. III/V/B Yes MECH Dr.N.Panneer selvam Elements 100 Yes Metrology and Yes Yes Yes B.E. III/V/A **MECH** Mr.M.Vinothkumar 31 Measurements 100 Yes Metrology and Yes Yes III/V/B Yes **MECH** B.E. Mr.S.Nandhakumar 32 Measurements Yes III/V/A Yes 100 . Yes Yes . III/V/A Yes **MECH** B.E. **Dynamics of Machines** Mr.K.S.Prabhakaran Yes Yes 100 Yes Yes III/V/B B.E. **MECH** Dynamics of Machines Mr.S.Rajeshkanna Yes 100 Yes Yes III/V/A Yes B.E. **MECH** Lean Manufacturing Mr.K.V.Rangasamy 100 Yes Yes Yes Yes B.E. III/V/B Lean Manufacturing **MECH** Mr.K.Mugundhan 100 Yes Kinematics and Yes Yes III/V/A Yes B.E. **MECH** Mr.K.Mugundhan **Dynamics Laboratory** Yes 100 Kinematics and Yes Yes Yes III/V/B B.E. MECH Mr.S.Rajeshkanna **Dynamics Laboratory** Yes 100 Thermal Engineering Yes Yes Yes B.E. III/V/A **MECH** Mr.D.Madhan Laboratory Yes 100 Thermal Engineering Yes Yes B.E. III/V/B Yes **MECH** Mr.V.Karthikeyan 40 Laboratory

						(A) Course file	(B) Log book	(C) Innovative	(D) Percentage	(E) CO		(F) dvisor File	Remarks*
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	completed(Yes/No)	completed(Yes/No)	Teaching Practiced (Yes/No)	of syllabus coverage	Assessment carried out (Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
41	Mr.M.Vinothkumar	Metrology and Measurements Laboratory	MECH	B.E.	III/V/A	Yes ·	Yes	Yes	100	Yes			
42	Mr.S.Nandhakumar	Metrology and Measurements Laboratory	MECH	B.E.	III/V/B	Yes	Yes	Yes	100	Yes			
43	Mrs.A.Elavarasi	Mechatronics	MECH	B.E.	IV/VII/A	Yes	Yes	Yes	100	Yes			
44	Mr.S.Santhosh	Mechatronics	месн	B.E.	IV/VII/B	Yes	Yes	Yes	100	Yes			
45	Mr.S.Karthick	Mechatronics	MECH	B.E.	IV/VII/C	Yes	Yes	Yes	100	Yes			
46	Mr.S.V.Giri Prasad	Mechatronics	MECH	B.E.	IV/VII/D	Yes	Yes	Yes	100	Yes			
47	Mr.S.Surendar	Power Plant Engineering	MECH	B.E.	IV/VII/A	Yes	Yes	Yes	100	Yes			
48	Mr.G.Thangaraj	Power Plant Engineering	MECH	B.E.	IV/VII/B	Yes	Yes	Yes	100	Yes			
49	Mr.P.Vijay	Power Plant Engineering	MECH	B.E.	IV/VII/C	Yes	Yes	Yes	100	Yes	n Hanges	3	
50	Mr.S.Rajesh	Power Plant Engineering	MECH	B.E.	IV/VII/D	Yes	Yes	Yes	100	Yes		ni e	
51	Mr.N.Kamalakannan	Process Planning and Cost Estimation	месн	B.E.	IV/VII/A	Yes	Yes	Yes	100	Yes			
52	Mr.K.Mugundhan	Process Planning and Cost Estimation	ME:CH	B.E.	IV/VII/B	Yes	Yes	Yes	100	Yes			
53	Mr.C.Eswaramoorthy	Process Planning and Cost Estimation	МЕСН	B.E.	IV/VII/C	Yes	Yes	Yes	100	Yes	120 to 200		
54	Mr.S.Naveenkumar	Process Planning and Cost Estimation	MECH	B.E.	IV/VII/D	Yes	Yes	Yes	100	Yes			

Remarks* (E) CO (C) Class Advisor File (B) (D) Innovative Percentage Course file Log book Programme | Year/Sem/Sec Teaching Assessment Department Faculty Name Course Name S.No of syllabus completed(completed(carried out Practiced Yes/No) coverage Yes/No) (Yes/No) (Yes/No) Year/Sem completed((Yes/No) Yes/No) Yes 100 B.E. IV/VII/A Yes Yes Yes MECH Robotics Mr.R.Vinothkumar Yes Yes 100 Yes MECH B.E. IV/VII/B Yes Mr.J.Prakash Robotics 100 Yes Yes MECH B.E. IV/VII/C Yes Yes Mr.K.V.Rangasamy Robotics 100 Yes Yes Yes **MECH** B.E. IV/VII/D Yes Robotics Mr.S.Nandhakumar Unconventional Yes IV/VII/A Yes 100 Yes Yes **MECH** B.E. IV/VII/A Yes Mr.M.Vinoth 59 Machining Processes Unconventional Yes 100 Yes IV/VII/B Yes Yes B.E. IV/VII/B Yes **MECH** Mr.P.Karthikeyan **Machining Processes** Unconventional IV/VII/C Yes 100 Yes B.E. .IV/VII/C Yes Yes Yes **MECH** Mr.S.Dheepak Machining Processes Unconventional Yes IV/VII/D Yes IV/VII/D Yes Yes Yes 100 **MECH** B.E. Mr.A.Kamalakkannan Machining Processes Yes 100 Yes IV/VII/A Yes Yes **MECH** B.E. Mr.C.Eswaramoorthy Selection of Materials Yes 100 Yes B.E. IV/VII/B Yes Yes **MECH** Mr.S.Rajeshkannna Selection of Materials Yes Yes 100 Yes IV/VII/C Yes **MECH** B.E. Selection of Materials Mr.R.Venkatraman Yes Yes 100 Yes B.E. IV/VII/D Yes **MECH** Mr.S.Karthick Selection of Materials Simulation and Analysis 100 Yes B.E. IV/VII/A Yes Yes Yes **MECH** Mr.R.Vinothkumar Laboratory

	Secret 1							(C)		(E)		F) dvisor File	Remarks*
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file	(B) Log book	Innovative Teaching	(D) Percentage	CO Assessment	Class At	IVISOI FIIE	
ONI.	raculty Name	Course Name	Department	T rogramme	Toursenwees	completed(Yes/No)	completed(Yes/No)	Practiced (Yes/No)	of syllabus coverage	carried out (Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
68	Mr.C.Eswaramoorthy	Simulation and Analysis Laboratory	MECH ·	B.E.	IV/VII/B	Yes	Yes	· Yes	100	Yes			and the
69	Mr.N.Kamalakannan	Simulation and Analysis Laboratory	MECH	B.E.	IV/VII/C	Yes	Yes	Yes	100	Yes			
70	Mr.S.Naveenkumar	Simulation and Analysis Laboratory	MECH	B.E.	IV/VII/D	Yes	Yes	Yes	100	Yes			
71	Mr.S.Ramesh	Probability and Statistical Methods	MECH	M.E.	1/1	Yes	Yes	Yes	100	Yes			
72	Dr.N.Panneer Selvam	Principles of Safety Management	MECH	M.E.	1/1	Yes	Yes	Yes	100	Yes			
73	Prof.S.Sureshbalaji	Environmental Safety	MECH	M.E.	1/1	Yes	Yes	Yes	100	Yes			
74	Dr.K.Visagavel	Occupational Health and Industrial Hygiene	месн	M.E.	1/1	Yes	Yes .	Yes	100	Yes			
75	Mr.T.Dheenathayalan	Industrial Safety, Health and Environment Acts	MECH	M.E.	1/1	Yes	Yes	Yes	100	Yes			
76	Dr.PSS.Srinivasan	Work Study & Ergonomics	MECH	M.E.	1/1	Yes	Yes	Yes	100	Yes			
77	Mr.G.Thangaraj	Technical Seminar - I	MECH	M.E.	1/1	Yes	Yes	Yes	100	Yes			
78	Mr.G.Thangaraj	Reliability Engineering	MECH	M.E.	11/111	Yes	Yes	Yes	100	Yes	11/111	Yes	
79	Mr.M.Sathyanathan	Safety in Engineering Industry	MECH	M.E.	11/111	Yes	Yes	Yes	100	Yes			
80	Mr.T.Dheenathayalan	Disaster Management	MECH	M.E.	11/111	Yes	Yes	Yes	100	Yes			
81	Dr.N.Panneerselvam	Project Work Phase I	MECH	M.E.	11/111	Yes	Yes	Yes	100	Yes			

					V 10 10	(A) Course file	(B) Log book	(C) Innovative	(D) Percentage	(E) CO	Class Ac	F) Ivisor File	Remarks*
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	completed(Yes/No)	completed(Yes/No)	Teaching Practiced (Yes/No)	of syllabus coverage	Assessment carried out (Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
82		Industrial Safety . sessment – Internship	MECH	M.E.	11/111	Yes	Yes	Yes	100	Yes			

Table 1-Academic audit report

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor

Table 2-Remarks and Corrective Action(CA) report

Team Head/Auditors

Overall AAC Coordinator

Principal

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.0	Mid semester faculty appraisal by students	(======================================	
10.1	Mid semester feedback file	Yes	
11.0	End semester faculty appraisal by students		
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library		0% 8
12.1	Central and Department library stock register	Yes	- N 1 - 3
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	<u> </u>	
17.0	Use of Campus ERP by faculty		
17.1	ERP file	Yes	
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	Incomplete	(somplifed 8
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)	Paresto (C) aug)	Bow plan 6
19.1	CC, VAC and VET file	Yes	
20.0	Participation level (%) of students in CC, VAC and VET		
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file	Yes	700 00000
21.2	Students participation in Extra-curricular activities file	Yes	7.4
22.0	FDPs attended by faculty	20.00 000 1-2	
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system		
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings		
25.1	PAC file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
25.2	QIC file	Yes	
26.0	Student feedback systems and implementation	references oper	
26.1	ERP file	Yes	
27.0	Student grievances and redressal		
27.1	Student grievance file	Yes	
27.2	Redressal file	Yes	
28.0	Programs organized for faculty and staff	Yes	
29.0	Programs organized for students through various clubs	Alexandrae.	
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements	Yes	
31.0	Graduation rate and university ranks		
31:1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate	ARREST LANGE	
34.1	Competitive exam file	Yes	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	Yes	
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures	874 J. T.	
39.1	MOU file	Yes	
39.2	III activities files	Yes	Mr.
10.0	Laboratory up gradation	304384	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
40.1	Laboratory stock register	Yes	
41.0	New lab established		
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files	Yes	
44.0	Road map of the department		
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		18.9
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy		
47.1	Consultancy file	Yes	
48.0	Students Research Papers	The latter program	
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	S. Kalpanadovi	ASPLEEE	Palyli
2.	R. Madhan Ray	APIEEE	Extabel

IQAC - Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year-(2020-2021) Academic and Administrative Audit Report

Department: ECE

Semester: ODD

Date: 29 19/21

S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file	(B) Log book	(C) Innovative Teaching	(D) Percentage of	(E) CO Assessment	(F) Class	Advisor File	Remarks
						completed (Yes/No)	completed (Yes/No)	Practiced (Yes/No)	syllabus coverage	(Yes/No)	Year/Sem	completed (Yes/No)	(Yes/No)
1	Dr. N. Santhiyakumari	MLT	ECE	B.E.	IV/VII/A	445	L	yes	100	yes			
2	Dr. M. Thangavel	DC	ECE	B.E.	III/V/A	905		yes	100	yes			
3	Mr. V. Saravanan	TE	ECE	B.E.	IV/VII/A	yes		yes	100	yes	TV /VIII	yes	
4	-Mr. M. Srinivasan	CN	ECE	B.E.	III/V/B	yes		yes	100	yes	И		
5		AWSN	ECE	B.E.	IV/VII/B	yes		yes	100	yes			
6	Mr. P. Shanmugasundaram	ERTS	ECE	B.E.	IV/VII/A	yes		yes	100	yes	a Pak		
7	Mr. R. Shanmugasundaram	SS	ECE	B.E.	II/III/A	yes		yes	100	yes			
8	wii. N. Ghailinugasundaram	DTSP	ECE	B.E.	III/V/A	yes		yes	100	yes	11 15-	yes	
9	Mrs. M. Shenbagapriya	AME	ECE	B.E.	IV/VII/B	yes		yes	100	yes	П		
10		DE	ECE	B.E.	II/III/A	yes		yes	100	yes	1 1 1 A	yes	
11	Mr. S. Premkumar	МРМС	CSE	B.E.	III/V/A	yes		yes	100	yes	H		
12		МРМС	CSE	B.E.	III/V/B	yes		yes	100	yes			
13	Mr. M. Chandraman	RA	ECE	B.E.	III/V/B	yes		yes	100	yes			
14		ERTS	ECE	B.E.	IV/VII/B	yes		yes	100		1/ [vi-B	yes	
15	Mr. S. Veerakumar	OCN	ECE	B.E.	IV/VII/B	yes		yes	100	yes			

OCN ECE B.E. IV/VII/A yes yes 100 yes 17 CAO ECE B.E. III/V/A yes yes 100 Yes Mr. G. Rajamanickam EC 1 ECE B.E. II/III/A yes yes yes 100 19 DE ECE B.E. II/III/B yes yes Mrs. T. Devika yes 100 DTSP ECE B.E. III/V/B yes yes yes 100 21 AME ECE B.E. IV/VII/A yes yes 100 Mr. N. Vigneshwaran yes 22 CE CSE B.E. II/III/A yes yes 00 yes CAO 1 [V-B ECE B.E. III/V/B yes yes yes yes Mr. A. Arun 100 EC 1 ECE B.E. II/III/B yes Yes 100 yes 25 CN ECE B.E. III/V/A yes yes 100 yes Mr. V. Nagaraj 26 TE ECE B.E. IV/VII/A yes yes 100 yec 27 CE CSE B.E. II/III/B yes Yes yes Mr. V. Vimal Raj 100 28 DC ECE B.E. III/V/B yes yes 100 yes 11/11-13 29 SS ECE B.E. II/III/B yes yes yes Mr. K. Nandakumar yes 100 30 AWSN ECE B.E. IV/VII/A yes Yes yes 100 DPSD CSE B.E. II/III/A yes Yes Mrs. R. Hemalatha yes 100 32 DPSD CSE B.E. II/III/B yes yes 100 yes Mr. K. Gopi 33 MLT ECE B.E. IV/VII/B yes yes yes 100 Mr. T. Praveenkumar RA ECE B.E. III/V/A yes yes 100 yes 35 COMM. ENG. ECE B.E. I/I/A yes yes Dr. T.K. Shanthi yes 00 36 COMM. ENG. ECE B.E. I/I/B yes yes yes 100

37	Mrs. J. Saritha	EM 1	ECE	B.E.	I/I/A	yes	yes	100	yes	
38		EM 1	ECE	B.E.	I/I/B	yes	yes	100	yes	
39	Mrs. P. Shyamaladevi	EP	ECE	B.E.	I/I/A	Yes	yes	100	yes	
40		EP	ECE	B.E.	I/I/B	yes	yes	100	yes	
41	Mr. T. Raja	LAPDE	ECE	B.E.	II/III/A	yes	yes	100	yes	
42		LAPDE	ECE	B.E.	II/III/B	yes	yes	100	yes	

A,B,C,D,E,F-file label

Table 1-Academic audit report

attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor

Table 2-Remarks and Corrective Action(CA) report

Overall AAC Coordinator

Principal

Head/Auditors 19 19 21

KNOWL	EDGE INSTITUTE OF T	ECHNOLO	GY, SALEM - 6	637 504
Acade	mic and Administrative	Audit (AA	A) – Summary	Sheet
Department	Electronics and Commu Engineering	unication	Date	29.07.21
Period of Audit	26.07.21 to 29.7.21			
	Academ	nic Audit		
Key	Strengths		Major Weakr	nesses
ham com	Administr Strengths	Condition to be ative Audit	- ornerior colori (Ro t Major Weaki	ent need with not publish nesses
	Suggestions for	or improve	ment	
Acade	emic Audit		Administrative	e Audit
Permod:	of andit in		boms to b	it willen remal.
D.T	28/8/21		PM	
Auditor -	- Team Head		PRINCIPA	AL

)

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (ODD SEMESTER)

Department:EEE

Date:29.07.2021

Time: 09.30 AM- 04.30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar	Yes	
2.0	Department Academic Calendar	Telegraphy 101	H, E. J.
2.1	Department Academic Calendar	Yes	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	
3.3	Time table file	Caz'r dro	
	a) Master time table file	Yes	
	b) Individual faculty time table file	103	
4.0	Class Committee Meetings		9,91
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)		10.00
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	
7.0	IAT performance review and remedial classes	Access As	1 944
7.1	IAT time table file	Yes	1.7.
7.2	IAT invigilation duty file	Yes	
7.3	Result analysis file	Yes	1 534
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching	E. A. Tsucont	
8.1	Arrear coaching class time table file	Yes	
8.2	Arrear coaching class file	Yes	5
9.0	University results and improvement measures		
9.1	University results analysis file	Yes	
10.0	Mid semester faculty appraisal by students		

S. No	Tarameters & List of files to be audited	Completic Status (Yes / No	Remar
10.1	semester recuback file	Yes	
11.0	appraisal by students	103	
11.1	End semester feedback file	Ýes	114 (1911)
12.0	Sufficiency of text and reference books in central and department library	nt Tes	
12.1	Central and Department library stock register	V	
13.0	Library utilization by department faculty and students	Yes	17.1
13.1	Department Library utilization by faculty and students (issue register)	THE REPORT OF THE PARTY OF THE	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	165	
17.0	Use of Campus ERP by faculty		
17.1	ERP file		
18.0	CO-PO-PSO attainment and curriculum improvement	Yes	
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	telled by	
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)	Yes	
19.1	CC, VAC and VET file		
20.0	Participation level (%) of students in CC, VAC and VET	Yes	43-11
20.1	Refer 19.1		T. Paralle
21.0	Social club activities and participation level (%) of students	100	
21.1	Students participation in Co-curricular activities file	Not updated	updated
21.2	Students participation in Extra-curricular activities file	Yes	upane
Deviler care many	FDPs attended by faculty		
	FDP file		
23.0	SDPs attended by Supporting Staff	Yes	
	Mentor-Mentee system	Yes	
	Mentor mentee file		
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	Yes	4
The second	PAC file	Yes	
25.2	QIC file	Yes	
26.0 S	tudent feedback systems and implementation	103	
	CRP file		RAT.
		Yes	

	S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
	25.2	QIC file	Yes	
2	26.0	Student feedback systems and implementation	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	Name of
Ŀ	26.1	ERP file	Yes	
	27.0	Student grievances and redressal		1 2 3 2
	27.1	Student grievance file	Yes	
	27.2	Redressal file	Yes	
	28.0	Programs organized for faculty and staff	Yes	
	29.0	Programs organized for students through various clubs		l, hai .
1	29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	7 1 14 3
	30.0	Participation level (%) of students in competitions and achievements	Yes	
1:	31.0	Graduation rate and university ranks		
	31.1	Graduation file (Exam Cell)	Yes	
1	32.0	Percentage rate of placement and salary levels		
	32.1	Department placement file	Yes	The Table
		Percentage rate of higher studies students		Lean
	33.0	(India and Abroad)		
	33.1	Higher studies students files	Yes	
	34.0	Percentage rate of participation in competitive exam and success rate		
	34.1	Competitive exam file	Yes	
	35.0	Funded proposals submitted and grants obtained		
	35.1	Funded project file	Yes	
1	36.0	Publications in journals (IJ / NJ) and citations	A SMET SHEETS	g. C
1	36.1	Publication in International and National journals and citations file	Yes	
1	37.0	Publication in Conferences (IC & NC)	× -	
1	37.1	Publication in International conference file	Yes	és i
1	37.2	Publication in National conference file	Yes	
	38.0	Awards and recognition by Dept., faculty and students		GO E TE
	38.1	Faculty Award and recognition files	Yes	
	38.2	Students Award and recognition files	Yes	
	39.0	MOU with industry and III activities and guest lectures	2000年	
1	39.1	MOU file	Yes	
	39.2	III activities files	Yes	14/1
	40.0	Laboratory up gradation		1.44

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
40.1	Laboratory stock register	Yes	
41.0	New lab established		
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files	Yes	4.5
44.0	Road map of the department		
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	C
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy		and one
47.1	Consultancy file	Yes	
48.0	Students Research Papers		16.87
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		1.6
49.1	Contest Participation & prizes files	Yes	1
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	R. Shanninge Sundoram	Abritati Profised	\$8 how 29/7/24
2.	A.ARUN	APIECE	An 29/1/24

IQAC - Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year-(2020-2021)

Academic and A Audit Report

Department: EEE Date: 29.072 Semester: ODD Remarks* (C) (E) Class Advisor File (A) (B) (D) CO Innovative Course file Log book Percentage S.No Faculty Name Course Name Department Programme Year/Sem/Sec Teaching Assessment completed(completed(of syllabus Practiced carried out Yes/No) Yes/No) coverage (Yes/No) (Yes/No) Year/Sem | completed((Yes/No) Yes/No) Dr.C.Munirai IV /VII/A BIE EEE EE8701 - High Voltage Engineering 100 11/1 B.E EEE IN/AII OIT552 - Cloud Computing 100 Mr.B.Sasikumar ESE M,E 1 ET5152 - Design of Embedded Systems TIT 100 IV/VIII ~ ELE B. E I/10 EC8351 - Electronic Devices and Circuits 100 Mrs.S.Kalpanadevi / EFE II/in EC8311 - Electronics Laboratory 100 BE I/I ESE 100 IN5092 - Digital Instrumentation MIE 亚加B EEE EC8391 - Control System Engineering 100 BE B.E IV/VI/A tE E OCH752 - Energy Technology 100 Dr.P.A. Gowri sankar V EGE TI ET5191 - Software for Embedded Systems ME 100 BEE / BIE III 100 EE8511- Control and Instrumentation Laboratory BEE TV/VII/B EE8701 - High Voltage Engineering 8.€ 100 Mr.S.E.Murthy 1 BEE N/VIIIA / B.E GE8077 - Total Quality Management 00 BE DITA ECE EE8351 - Electrical Engineering Laboratory 100 100 B.E EEE JY/JU/B EE8702 - Power System Operation and Control Mr.B.Dhinesh IV/VII/A 100 EE8711 - Power System Simulation Laboratory EEE B.E 刊/亚 TH TEE BIE EE8351 - Digital Logic Circuits 100 Mr.M.Jagadeeshraja TI / 100 EE8311 - Electrical Machines Lab - I EEG BE 100 1 1 下/厅 IN5079 - Robotics and Automation ESE ME 100 m/V TII NIA EE8552 - Power Electronics EEE B. 3 100 Mr.P.Balaji B 16 NITIB EEG EE8703 - Renewable Energy Systems 100 1 WIVIP EEE B'E EE8712 - Renewable Energy Systems Laboratory 100 14/5 (00 EFE EE8551 - Microprocessors and Microcontrollers Mrs. N. Divya TV/ II 18 B'E 1 EBE 100 EE8711 - Power System Simulation Laboratory

		EE8591 - Digital Signal Processing	EFE	2€	ANDB	/	/		100	1			
10	Mr.L.Manivannan	OCH752 - Energy Technology	ese	B.E	INTER	~	1		100	1			
		EE8311 - Electrical Machines Lab - I	EEE	8 €	亚瓜				(00	1			
		EE8702 - Power System Operation and Control	EEE	B.E	TVITAIB		1	/	100	U			
11	Mrs.K.Yadhari	GE8074 - Human Rights	EEE	0.0	Tu/1/8	0		1	(00	1			
		EE8711 - Power System Simulation Laboratory	EFE	CE	亚加马	-	/		100	1			
		EE8301 - Electrical Machines - I	EEE	B. 6	IN/2/B		1		100	1			
12	Mr.D.Ragul	EE8501 - Power System Analysis	EEE	S.E	IXMIB	-	/	~	(00	1			
		EE8712 - Renewable Energy Systems Laboratory	EEE	B-E	IN MILES		~	1	(00	1			
		OCS752 - Introduction to C Programming	EEE	B. G	平/亚18	-	1	S	100	1			
		EE8353 - Electronic Drives and Controls	EEE	8.6	IIIIA.		~	1	100	1			
13	Mr.P.Naveenkumar	ET5151 - Microcontroller Based System Design	EEE	8.€	1/2	~	~	1	100	1			
		ET5007 - Embedded Networking and Automation of Electrical System	CSE	M·E	可压	N		1	100	1			
		ET5311 - Project Work Phase I	CSE	MIE	五万	1	~	V	100	1			
		OCS752 - Introduction to C Programming	EEE	B.E	TOTALA	~	~	1	100	1			
		OCH752 - Energy Technology	EEE	8.6	I/II/A		1	1	(0=	1			
14	Mrs.P.Rekha	ET5101 - Advanced Digital Principles and Design	ES E	ME	112	/	1	1	(00	1			
		ET5312 - Technical Seminar	EEE	BE	亚门		~	1	100	1			
		ET5111 - Embedded System Lab I	ESE	ME	III	~	~	1	100	1			6 11
		ME8792 - Power Plant Engineering	EEE	3'€	MI		~	1	(00	1	The Time	~	
15	Mr.R.Kathiresan	ET5013 - Wireless and Mobile Communication	ESE	ME	TIM	~	~	1	100	1			
		GE8074 - Human Rights	EEE	BE	WINA		V	1	100	1			
16	Mr.G.Karthikeyan	EC8391 - Control System Engineering	EEE	B.E	卫压		V	1	100	1			
		EE8511- Control and Instrumentation Laboratory	BEE	B.E	亚江	~	/	1	100	1			
		EE8391 - Electro Magnetic Theory	EEE	B.E	71/1	~	~	1	100	1			
17	Mr.M.Rajasekar	EE8353 - Electro Magnetic Theory EE8353 - Electronic Drives and Controls	EEE	BE	TIB		/	1	100	1			
		EE8711 - Power System Simulation Laboratory	GEE	B.E	TO MILB	1	~	1	100	1			

18	Mrs.V.Kiruthiga devi	EE8702 - Power System Operation and Control	EFE	BE	DIVIDIA		~	~	10 0	V	
		GE8077 - Total Quality Management	EEE	8.€	RIVINA	1	1	1	(00	1	
19	Dr.S.Rekha	Engineering Chemistry	EEC	B. E	I/I		1	1	100	1	
20	Mrs.K.V.Manjula	HS8561 - Professional Communication	EEE	B'E	3/1			1	100	1	

*If Remarks is any, attach separately in table 2

The second contract of the con	T			
S.No Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor
		NIL		- Additor

Table 2-Remarks and Corrective Action(CA) report

Head/Auditors

Overall AAC Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN SEMESTER)

Department:

Civil Engineering

Date: 28 -07.21

Time: 10.00 am to

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar	Yes	
2.0	Department Academic Calendar		1 75
2.1	Department Academic Calendar	Yes	T. N.S.
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	
3.3	Time table file		
	a) Master time table file b) Individual faculty time table file	Yes	
4.0	Class Committee Meetings		
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)		
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	
7.0	IAT performance review and remedial classes		
7.1	IAT time table file	Yes	
7.2	IAT invigilation duty file	Yes	
7.3	Result analysis file	Yes	
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching		
8.1 -	Arrear coaching class time table file	Yes	
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures		
9.1	University results analysis file	Yes	
10.0	Mid semester faculty appraisal by students	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.1	Mid semester feedback file	Yes	
11.0	End semester faculty appraisal by students		
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library	100	
12.1	Central and Department library stock register	Yes	
13.0	Library utilization by department faculty and students	5.00	
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	Yes	
17.0	Use of Campus ERP by faculty	Yes	
17.1	ERP file		
18.0	CO-PO-PSO attainment and curriculum improvement	Yes	
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file		
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)	Yes	
19.1	CC, VAC and VET file	Yes	
20.0	Participation level (%) of students in CC, VAC and VET	100	
20.1	Refer 19.1	Yes	
21.0	Social club activities and participation level (%) of students	103	
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty		
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system	103	
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	103	
	PAC file	Yes	
5.2	QIC file	Yes	
26.0	Student feedback systems and implementation	108	
	ERP file		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.0	Student grievances and redressal	Yes	File not updated
27.1	Student grievance file		
27.2	Redressal file		
28.0	Programs organized for faculty and staff	Yes	
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements		
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file	Yes	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	Yes	
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file	Yes	
39.2	III activities files	Yes	
40.0	Laboratory up gradation		
40.1	Laboratory stock register	Yes	
41.0	New lab established		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)	103	
43.1	Alumni files	Yes	
44.0	Road map of the department	Tes	
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		Total Section
46.1	IPR file	Yes	
46.2	Patents file		
47.0	Consultancy	Yes	
47.1	Consultancy file	Yes	
48.0	Students Research Papers	Tes	
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes	1 08	
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations	100	
	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1	Mrs.S.VIMALA	AP/MBA	avin
2	Mrs.T.SUGANYA	AP/MBA	Touganga

IQAC - Coordinator

KNOWLE ; E INSTITUTE OF TECHNOLOGY, SALEM - 7 504

Academic Year: 2020-21 Academic Audit Report

Department: Civil Engineering

Semester: Odd

Date: 28.07.21

C No	EIto No	Garage Name	Departm		Year / Sem.	(A) Course file	(B) Log book	(C) Innovative	(D)	(E) CO Assessment	Class	(F) Advisor File	Remarks*
S. No.	Faculty Name	Course Name	ent	Programme	/ Sec.	Completed (Yes/No)	Completed (Yes/No)	Teaching Practiced (Yes/No)	Percentage of Syllabus Coverage	Carried Out (Yes/No)	Year / Sem.	Completed (Yes/No)	(Yes/No)
1	Mr.T.Sarathivelan	Structural Design And Drawing	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes			
		Engineering Geology	Civil	B.E. Civil	II/III	Yes	Yes	Yes	Yes	Yes			
2	Dr.G.Sivanatarajan	Design Project	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes			
		Geographic Information System	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
		Surveying	Civil	B.E. Civil	II/III	Yes	Yes	Yes	Yes	Yes			
		Surveying Lab	Civil	B.E. Civil	II/III	Yes	Yes	Yes	Yes	Yes			
3	Mr.S.Pradeep Kumar	Estimation, Costing And Valuation Engineering	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes			
		Structural Analysis I	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
		Strength of Materials - I	Civil	B.E. Civil	II/III	Yes	Yes	Yes	Yes	Yes			
4	Mr.J.Gopikrishna	Survey Camp (2 weeks-During V Semester)	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
		Railways, Airports, Docks And Harbour Engineering	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes	IV/VII	Yes	N. T.
	100	Construction Materials	Civil	B.E. Civil	II/III	Yes	Yes	Yes	Yes	Yes			
5	Mr.P.Selvakumar	Construction Materials Lab	Civil	B.E. Civil	II/III	Yes	Yes	Yes	Yes	Yes			y ulim
3	Will Scivarumar	Design of Reinforced Cement Concrete Elements	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
		Fluid Mechanics	Civil	B,E. Civil	II/III	· Yes	Yes	Yes	Yes	Yes	11/111	Yes	
6	Mr.N.Sadham Hussian	Water Supply Engineering	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
Ü	Will visaulain Hussian	Water and Waste Water Analysis Laboratory	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
7	Mrs.S.Nathiya	Environment and Agriculture	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes	III/V	Yes	
		Foundation Engineering	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
		Soil Mechanics Lab	Civil	B.E. Civil	III/V	Yes	Yes	Yes	Yes	Yes			
8	Mr.L.Krishnan	Municipal Solid Waste Management	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
		Industrial Training	Civil	B.E. Civil	IV/VII	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
9	Mr.S.Sasikumar	Engineering Physics	Civil	B.E. Civil	I/I	Yes	Yes	Yes	Yes	Yes	Yes	Yes	V-San

10	Mr.U.Balamurugan	Transforms and Partial Differential Equations	0	B.E. Civil	П/П	Yes	Yes	YO	Yes	Yes	Yes	Yes	
		Engineering Mathematics -I	Civil	B.E. Civil	I/I	Yes	Yes	Yes	Yes	Yes			,

NC-Non Conformance

A,B,C,D,E,F,G-file label

Table 1 - Academic Audit Report

*If Remarks is any, attach separately in table 2 format

S.No	Faculty Name	NC file label	Remarks	Corrective Action (CA)	Signature of Auditor
			10 Page 10 Pag		

Table 2 - Non Conformance (NC) and Corrective Action (CA) Report

Team Head/Auditors

Overall AAC Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (ODD SEMESTER)

Department: CSE

Date: 29.07.2021

Time: 09.30 AM- 04.30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation	(x) bruste a	
1.1	Anna University and College Calendar	Yes	A.E.L.
2.0	Department Academic Calendar	i Lasan, isqui	
2.1	Department Academic Calendar	Yes	
3.0	Subject allocation system for Faculty	STAN MESSEL T	
3.1	Course willingness file	Yes	115.81
3.2	Course allocation file	Yes	
3.3	Time table file	511 769	The
	a) Master time table file	Yes	
	b) Individual faculty time table file	ies	
4.0	Class Committee Meetings	regardorna	Transfe
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	I have
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	Sin Ferfice.	
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	9.07
6.0	Syllabus completion monitoring	1.44 tels5	1,100
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	Helia E
7.0	IAT performance review and remedial classes	ower terboy	
7.1	IAT time table file	Yes	
7.2	IAT invigilation duty file	Incomplete	1.144
7.3	Result analysis file	Yes	1.00
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching	espektorines.	
8.1	Arrear coaching class time table file	Yes	
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures	ESPERANT AND ADDRESS OF THE PERSON ADDRESS OF THE PERSON AND ADDRESS OF THE PERSON ADDRESS OF THE PERSON ADDRESS OF THE PERSON ADDRESS OF THE PERSON	
9.1	University results analysis file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.0	Mid semester faculty appraisal by students		ea n
10.1	Mid semester feedback file	Yes	
11.0	End semester faculty appraisal by students	383 ama	traneti
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library		i pë il
12.1	Central and Department library stock register	Yes	93
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	Yes	44.5
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	10.7
16.0	Use of LMS by faculty	regulione regular	1951
17.0	Use of Campus ERP by faculty	i component	1.01
17.1	ERP file	Yes	
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	Yes	11.4
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		12
19.1	CC, VAC and VET file	Yes	4-
20.0	Participation level (%) of students in CC, VAC and VET	Service Laboratory	
20.1	Refer 19.1		- Ba
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file	Yes	100
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty	ande ve la	
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system	a far a france	1.8
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	meto es esta	
25.1	PAC file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
40.1	Laboratory stock register	Yes	
41.0	New lab established		
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files	Yes	
44.0	Road map of the department		
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy	ed a total label	
47.1	Consultancy file	Yes	
48.0	Students Research Papers		
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	V. KARTHIKEYAN	AP/Mech	Quirtuil 5
2.	A. Selvalcumas	APIMech	deine

IQAC - Coordinator

Ş. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
25.2	QIC file	Yes	
26.0	Student feedback systems and implementation		
26.1	ERP file	Yes	
27.0	Student grievances and redressal		
27.1	Student grievance file	Yes	
27.2	Redressal file	Yes	
28.0	Programs organized for faculty and staff	Yes	
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	. Minary
30.0	Participation level (%) of students in competitions and achievements	Yes	
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students		
	(India and Abroad)		
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate		2.39
34.1	Competitive exam file	Yes	
35.0	Funded proposals submitted and grants obtained	1 2 7	0.86
35.1	Funded project file	Yes	
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file	Yes	
39.2	III activities files	Yes	
40.0	Laboratory up gradation		

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year-(2020-2021) Academic and A Audit Report

Department: CSE

Semester: ODD

Date: 29.07.2021

Separtif	lent. CSE				1912 San Parago	Semester:	ODD	9 1 2 1	The state of		D	ate: 29.07.2	021
S.No	Faculty Name	Faculty Name Course Name Department	Programme	Year/Sem/Sec	(A) Course file		(C) Innovative Teaching	(D) Percentage	(E) CO Assessment	(F) Class Advisor File		Remarks*	
						completed(Yes/No)	completed(Yes/No)	Practiced (Yes/No)	of syllabus coverage	carried out (Yes/No)	Year/Sem	completed (Yes/No)	(Yes/No)
1	Dr.V.Kumar	Fundamentals of Data Structures in C (II ECE A)	Computer science Engineering	B.E	II/ECE/A	Yes	Yes	Yes	100	Yes	E-lines)	mi-jiran	
2	Dr.P.Rajendran	Data Structures (II CSE B)	Computer science Engineering	B.E	II/ECE/B	Yes	Yes	Yes	100	Yes	10 400	1016W 3.1W	20 Ja
	Mr.K.Ravikumar	Programming in C (I CSE A)	Computer science Engineering	B.E	I / CSE/ A	Yes	Yes	Yes	100	Yes	II/CSE/A	Yes	
3	Mr.I.Rajesh	(I CSE C) Programming in C	Computer science Engineering	B.E	I/CES/C	Yes	Yes	Yes	100	Yes	diffusio	tesar es arriva	
4	Mal Deiseb	Software Testing (III CSE A)	Computer science Engineering	B.E	III / CSE / A	Yes	Yes	Yes	100	Yes			
4	Mr.I.Rajesh	Software Testing (III CSE B)	Computer science Engineering	B.E	III / CSE / B	Yes	Yes	Yes	100	Yes		7.012.0	H.
5	Dr.P.Sachidhanandam	Problem Solving and Python Programming (LIT)	Computer science Engineering	B.E	III / CSE / B	Yes	Yes	Yes	100	Yes			
6	Dr.S.Sakthivel	Information Retrieval Techniques (IV CSE A)	Computer science Engineering	B.E	IV/CSE/A	Yes	Yes	Yes	100	Yes	IV/CSE/A	Yes	
	Dr.J.Gowrishankar	Information Retrieval Techniques (IV CSE B)	Computer science Engineering	B.E	IV/CSE/B	Yes	Yes	Yes	100	Yes			
7	Dr.J.Gowrishankar	Problem Solving and Python Programming (I CSE A)	Computer science Engineering	B.E	I/CSE/A	Yes	Yes	Yes	100	Yes			
'	Dr.J.Gownsnankar	Problem Solving and Python Programming (I CSE B)	Computer science Engineering	B.E	I/CSE/B	Yes	Yes	Yes	100	Yes			
8	Mr.M.Senthilkumar	Advanced Computer Architecture (I ME CSE)	Computer science Engineering	B.E	I/ME/CSE	Yes	Yes	Yes	100	Yes			W. W.
	Mr.T.Karthikeyan	Artificial Intelligence (III CSE A)	Computer science Engineering	B.E	III / CSE / A	Yes	Yes	Yes	100	Yes	III / CSE / A	Yes	
9	Mrs.P.Malarvizhi	Artificial Intelligence (III CSE A)	Computer science Engineering	B.E	III / CSE / B	Yes	Yes	Yes	100	Yes	- House	ALEX DE ME	

0	Mr.R.Karthick	Geographical Information Systems (III CSE A) Geographical	Computer science Engineering	B.E	III / CSE / B	Yes	Yes	Yes	100	Yes	III / CSE / B	Yes		
		Information Systems (III CSE B)	Computer science Engineering	B.E	III / CSE / B	Yes	Yes	Yes	100	Yes			lank.	1
11	Mrs.P.Malarvizhi	Computer Architecture (II CSE A)	Computer science Engineering	B.E	II/CSE/A	Yes	Yes	Yes	100	Yes				
		Computer Architecture (II CSE B)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes	(25/1487)			
12	Mrs.C.Vanitha	Database Management Systems (II CSE A)	Computer science Engineering	B.E	II/CSE/A	Yes	Yes	Yes	100	Yes	II/CSE/B	Yes		
	Mrs.B.Narmadha	Database Management Systems (II CSE B)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes				
13	Mr.P.Nareshkumar	Operating Systems (II CSE A)	Computer science Engineering	B.E	II/CSE/A	Yes	Yes	Yes	100	Yes	6,770	i de la companya de	- 11	
	Harosikariai	Operating Systems (II CSE B)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes				
14	Mrs.B.Narmadha	Theory of Computation (III CSE B)	Computer science Engineering	B.E	III/CSE/B	Yes	Yes	Yes	100	Yes				
		Problem Solving and Python Programming (I ECE B)	Computer science Engineering	B.E	I/ECE/B	Yes	Yes	Yes	100	Yes				
15	Ms.S.S.Kiruthika	Compiler Design (III CSE A)	Computer science Engineering	B.E	III/CSE/A	Yes	Yes	Yes	100	Yes				
	Mr.R.Karthick	Compiler Design (III CSE B)	Computer science Engineering	B.E	III/CSE/B	Yes	Yes	Yes	100	Yes				
16	Mr.A.Sekar	Design and Analysis of Algorithms (II CSE A)	Computer science Engineering	B.E	II/CSE/A	Yes	Yes	Yes	100	Yes				
10	Ms.S.S.Kiruthika	Design and Analysis of Algorithms (II CSE B)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes	and the state of	9		1
17	Mrs.R.Saranya	Professional Ethics in Engineering (IV CSE A)	Computer science Engineering	B.E	IV/CSE/A	Yes	Yes	Yes	100	Yes			1994	4
	Mr.G.Venkatesh	Professional Ethics in Engineering (IV CSE A)	Computer science Engineering	B.E	IV/CSE/B	Yes	Yes	Yes	100	Yes				
18	Mr.C.Sivakumar	Mobile Computing (III CSE A)	Computer science Engineering	B.E	III / CSE / A	Yes	Yes	Yes	100	Yes				
	Mr.C.Sivakumar	Mobile Computing (III CSE B)	Computer science Engineering	B.E	III / CSE / B	Yes	Yes	Yes	100	Yes				
10	Ms D Saldhive	Cloud Computing (III ECE A & B)	Computer science Engineering	B.E	III/ECE/A&B	Yes	Yes	Yes	100	Yes			1/4	
19	Mr.P.Sakthivel	Problem Solving and Python Programming (I ECE A)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes				

-		Distributed Systems	Computer science Engineering	B.E	III / CSE / A	Yes	V	V				T	T
20	Mr.G.Venkatesh	(III CSE A)		D.L	III / CSE / A	res	Yes	Yes	100	Yes		TANKS.	
V		Distributed Systems (III CSE B)	Computer science Engineering	B.E	III/CSE/B	Yes	Yes	Yes	100	Yes			
21	Mrs. T. Dhivya	Advanced Data Structures and Algorithms	Computer science Engineering	B.E	I/ME/CSE	Yes	Yes	Yes	100	Yes			
22	Mrs. C. Yuvarani	Cloud Computing (IV CSE A)	Computer science Engineering	B.E	IV/CSE/A	Yes	Yes	Yes	100	Yes			Total !
	me.e. ravaran	Cloud Computing (IV CSE A)	Computer science Engineering	B.E	IV/CSE/A	Yes	Yes	Yes	100	Yes			
23	Mrs.K.Saranya	Cryptography and Network Security (IV CSE B)	Computer science Engineering	B.E	IV/CSE /B	Yes	Yes	Yes	100	Yes			
Ш		Fundamentals of Data Strucutres in C (II ECE B)	Computer science Engineering	B.E	II / ECE /B	Yes	Yes	Yes	100	Yes	Taylor service		
24	Mr.C.Sivakumar	Design and Analysis of Algorithms (II CSE A)	Computer science Engineering	B.E	II/CSE/A	Yes	Yes	Yes	100	Yes			
	Wir.C.Sivakumar	Design and Analysis of Algorithms (II CSE B)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes			
25	Mrs.K.Sudha /Maths	Probability and Queuing Theory (II CSE A)	Computer science Engineering	B.E	II/CSE/A	Yes	Yes	Yes	100	Yes	I/CSE/C	Yes	
	iviis.N.Sudiia /iviatris	Engineering Mathematics II (I CSE C)	Computer science Engineering	B.E	I/CSE/C	Yes	Yes	Yes	100	Yes		- Othy or is	6-10
6	Mr. M. Prasath /Maths	Engineering Mathematics II (I CSE C)	Computer science Engineering	B.E	I/CSE/C	Yes	Yes	Yes	100	Yes			
•	Wil. W. Flasauf/Waufs	Numerical Methods (II EEE)	Computer science Engineering	B.E	II / EEE	Yes	Yes	Yes	100	Yes			
7	Mrs. R. Shanmugavalli /Maths	Probability and Queuing Theory (II CSE B)	Computer science Engineering	B.E	II/CSE/B	Yes	Yes	Yes	100	Yes			
	Mrs. S.Geetha / Maths	Engineering Mathematics II (IIT)	Computer science Engineering	B.E	1/11	Yes	Yes	Yes	100	Yes			
3	Mrs. S.Geetha / Maths	Engineering Mathematics II (I CSE B)	Computer science Engineering	B.E	I/CSE/B	Yes	Yes	Yes	100	Yes	I/CSE/C	Yes	1.011/4
9	Mrs.K.Prema / Physics	Physics for Information Science (I CSE A)	Computer science Engineering	B.E	I/CSE/A	Yes	Yes	Yes	100	Yes			
	Ms.S.J.Kalijoothi /English	Physics for Information Science (I CSE B)	Computer science Engineering	B.E	I/CSE/B	Yes	Yes	Yes	100	Yes			100

	Dr.G.S.Sivagurunathan	Engineering Chemistry (I CSE A)	Computer science Engineering	B.E		Yes	Yes	Yes	100	Yes	I/CSE/C	Yes	
30	/Chemistry	Engineering Chemistry (I CSE B)	Computer science Engineering	B.E	I/CSE/B	Yes	Yes	Yes	100	Yes			
	Mr.T.Srinivasa Raja /English	Environmental Science and Engineering (I CSE A)	Computer science Engineering	B.E	I/CSE/A	Yes	Yes	Yes	100	Yes			
31	Mr.M.Sivaperumal /Chemistry	Environmental Science and Engineering (I CSE A)	Computer science Engineering	B.E	I/CSE/A	Yes	Yes	Yes	100	Yes	I INTERNAL		
		HS8151 Communicative English (LIT)	Computer science Engineering	B.E	1/17	Yes	Yes	Yes	100	Yes			
32	Ms.S.J.Kalijoothi /English	HS8151 Communicative English (I CSBS)	Computer science Engineering	B.E	I/CSBS	Yes	Yes	Yes	100	Yes			
33	Mrs.T.Ranjini /Maths	MA8151 Engineering Mathematics – I (IIT)	Computer science Engineering	B.E	1/1T	Yes	Yes	Yes	100	Yes			
	D. M. Charles / Obvision	PH8151 Engineering Physics(IIT)	Computer science Engineering	B.E	Physics (TIT)	Yes	Yes	Yes	100	Yes			
34	Dr.M.Shankar/Physics	PH8151 Engineering Physics(I CSBS)	Computer science Engineering	B.E	Physics (I CSBS)	Yes	Yes	Yes	100	Yes			

Table 1-Academic audit report

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor
		Also			
			Table 2-Remarks and Corrective Action(CA) report	(1/

Team Head/Auditors

Overall AAC Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (ODD SEMESTER)

Department: MBA

Date: 27.07.2021

Time: 09.30 AM- 04.30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation	eC besteview	
1.1	Anna University and College Calendar	Yes	0.12
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	Yes	9.31
3.0	Subject allocation system for Faculty	CR50cacding-1	491
3.1	Course willingness file	Not Updated	updatal
3.2	Course allocation file	·Yes	H.T.
3.3	Time table file	on 998	T I-Va
r .	a) Master time table file b) Individual faculty time table file	Yes	0.33
4.0	Class Committee Meetings	ses at despend	2
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	satil maker?	
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	12 6 12 14 14 14
5.2	Class advisors meeting file	Yes	3.64
6.0	Syllabus completion monitoring	Patrick	1.00
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Not Updated	updata B
7.0	IAT performance review and remedial classes	amini chrain 32	
7.1	IAT time table file	Yes	
7.2	IAT invigilation duty file	Yes	0.23
7.3	Result analysis file	Yes	
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching	an Victoria Proprieto	THE.
8.1	Arrear coaching class time table file	Yes	
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures	100000	
9.1	University results analysis file	Yes	F. T. P.Y.

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.0	Mid semester faculty appraisal by students	11 11 11 11 11 11 11 11 11 11 11 11 11	6.14
10.1	Mid semester feedback file	Yes	311313
11.0	End semester faculty appraisal by students	/ 1716 clay/6	4475
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library		10 F 13
12.1	Central and Department library stock register	Yes	01
13.0	Library utilization by department faculty and students	V Company	
13.1	Department Library utilization by faculty and students (issue register)	Yes	fig. San Jan
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty		Linna
17.0	Use of Campus ERP by faculty	ikaris saig7	
17.1	ERP file	Yes	
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	100 mg
18.2	Curriculum gap identification file	Yes	1.04
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file	Yes	
20.0	Participation level (%) of students in CC, VAC and VET		
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty	arithe Clas	
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system		0.0
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings		77 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1
25.1	PAC file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.0	Student grievances and redressal		
27.1	Student grievance file	Not Updated	Updated &
27.2	Redressal file	Not Updated	Up dated A
28.0	Programs organized for faculty and staff	Yes	De
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements	Yes	
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	-	1.000.7
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file	-	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file		
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		Vert Care A
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures	The second second process	and was a great
39.1	MOU file	Yes	18620
39.2	III activities files	Yes	7/
40.0	Laboratory up gradation		
40.1	Laboratory stock register	Yes	
41.0	New lab established	103	
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities	105	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files	Yes	
44.0	Road map of the department		T
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	100
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy		Ų
47.1	Consultancy file	Yes	1417
48.0	Students Research Papers		
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		in the second second
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	0.4

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	S.Sasi Kumar	AP/Physics/Civil	S. siseteum
2.	S.Prabhakaran	AP/English/IT	Quelly

IQAC-Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year-(2020-2021) Academic and A Audit Report

artment:MBA				- 13	Semester:	ODD					Date:	7.07.
Faculty Name	Course Name	Department	Programme	Year/Sem/ Sec	(A) Course file completed((B) Log book completed((C) Innovative Teaching Practiced	of syllabus	(E) CO Assessment	The second secon	. ,	Remarks
					Yes/No)	Yes/No)	(Yes/No)	coverage	(Yes/No)	Year/Sem	completed (Yes/No)	(Yes/No)
T.SUGANYA	BA5012-SECURITY ANALYSIS & PORT FOLIO MANAGEMENT	MBA	MBA	2020-21 /11/111	YES	YES	YES	100	YES			
T.SUGANYA	BA5203-ACCOUNTING FOR MANAGEMENT	МВА	МВА	2020-21 /1/1	YES	YES	YES	100	YES	2020-21 /1/1	YES	
S.VIMALA	BA5203-ACCOUNTING FOR MANAGEMENT	MBA	МВА	2020-21 /11/111	YES	YES	YES	100	YES			
S.VIMALA	BA5011 MERCHANT BANKING & FINANCIAL SERVICES	MBA	MBA	2020-21 /11/111	YES	YES	YES	100	YES	10		
Dr.A.S.SATHISH KUMAR	BA5107 TOTAL QUALITY MANAGEMENT	MBA	МВА	2020-21 /1/1	YES	YES	YES	100	YES			
Dr.A.S.SATHISH KUMAR	BA5028 PROJECT MANAGEMENT	MBA	MBA	2020-21 /11/111	YES	YES	YES	100	YES			
Dr.A.S.SATHISH KUMAR	BA5025 LOGISTICS MANAGEMENT	MBA	МВА	2020-21 /11/111	YES	YES	YES	100	YES			
S.NESAKUMARAN	BA5004 INTERGRATED MARKETING	MBA	MBA	2020-21 /11/111	YES	YES	YES	100	YES			
S.NESAKUMARAN	BA5005 RETAIL MARKETING	MBA	MBA	2020-21 /11/111	YES	YES	YES	100	YES			
S.NESAKUMARAN	BA5030 SUPPLY CHAIN MANAGEMENT	MBA	МВА	2020-21 /11/111	YES	YES	YES	100	YES	2020-21 /11/111	YES	
S.NESAKUMARAN	BA5111 SPOKEN & WRITTEN COMMUNICATION	MBA	MBA	2020-21 /1/1	YES	YES	YES	100	YES			
B.GANESH KUMAR	BA5106 STATISTIC FOR MANAGEMENT	MBA	MBA	2020-21 /1/1	YES	YES	YES	100	YES		had s egit le	
Dr.V.KUMARESAN	BA5104 LEGAL ASPECTS OF BUSINESS	MBA	MBA	2020-21 /l/l	YES	YES	YES	100	YES			
Dr.V.KUMARESAN	BA5105 INDUSTRIAL RELATION & LABOUR WELFARE	MBA	MBA	2020-21 /1/1	YES	YES	YES	100	YES			
Dr.M.KOTTEESWARAN	BA5014 ENTREPREURSHIP & DEVELOPMET	MBA	MBA	2020-21 /1/1	NO	NO	YES	100	YES			
Dr.M.KOTTEESWARAN	BA5101 ECONOMIC ANALYSIS FOR BUSINESS	MBA	MBA	2020-21 /1/1	NO	NO	YES	100	YES			
		T.SUGANYA BA5012-SECURITY ANALYSIS & PORT FOLIO MANAGEMENT T.SUGANYA BA5203-ACCOUNTING FOR MANAGEMENT S.VIMALA BA5203-ACCOUNTING FOR MANAGEMENT S.VIMALA BA5011 MERCHANT BANKING & FINANCIAL SERVICES Dr.A.S.SATHISH KUMAR BA5107 TOTAL QUALITY MANAGEMENT Dr.A.S.SATHISH KUMAR BA5028 PROJECT MANAGEMENT Dr.A.S.SATHISH KUMAR BA5025 LOGISTICS MANAGEMENT S.NESAKUMARAN BA5004 INTERGRATED MARKETING S.NESAKUMARAN BA5005 RETAIL MARKETING S.NESAKUMARAN BA5005 RETAIL MARKETING S.NESAKUMARAN BA50111 SPOKEN & WRITTEN COMMUNICATION B.GANESH KUMAR BA5106 STATISTIC FOR MANAGEMENT Dr.V.KUMARESAN BA5105 INDUSTRIAL RELATION & LABOUR WELFARE Dr.V.KUMARESAN BA5016 ENTREPREURSHIP & DEVELOPMET Dr.M.KOTTEESWARAN BA5011 ECONOMIC ANALYSIS FOR	Faculty Name Course Name Department T.SUGANYA BA5012-SECURITY ANALYSIS & MBA T.SUGANYA BA5203-ACCOUNTING FOR MANAGEMENT MBA S.VIMALA BA5203-ACCOUNTING FOR MANAGEMENT MBA S.VIMALA BA5011 MERCHANT BANKING & FINANCIAL SERVICES MBA Dr.A.S.SATHISH KUMAR BA5107 TOTAL QUALITY MANAGEMENT MBA Dr.A.S.SATHISH KUMAR BA5028 PROJECT MANAGEMENT MBA Dr.A.S.SATHISH KUMAR BA5025 LOGISTICS MANAGEMENT MBA S.NESAKUMARAN BA5004 INTERGRATED MARKETING MBA S.NESAKUMARAN BA5005 RETAIL MARKETING MBA S.NESAKUMARAN BA5005 RETAIL MARKETING MBA S.NESAKUMARAN BA5011 SPOKEN & WRITTEN COMMUNICATION MBA Dr.V.KUMARESAN BA5104 LEGAL ASPECTS OF BUSINESS MBA Dr.V.KUMARESAN BA5105 INDUSTRIAL RELATION & LABOUR MBA Dr.V.KUMARESAN BA5104 LEGAL ASPECTS OF BUSINESS MBA Dr.V.KUMARESAN BA5105 INDUSTRIAL RELATION & LABOUR MBA Dr.M.KOTTEESWARAN BA5101 ECONOMIC ANALYSIS FOR MBA	Faculty Name Course Name Department Programme T.SUGANYA BA5012-SECURITY ANALYSIS & MBA MBA MBA T.SUGANYA BA5203-ACCOUNTING FOR MANAGEMENT MBA MBA MBA S.VIMALA BA5203-ACCOUNTING FOR MANAGEMENT MBA MBA MBA S.VIMALA BA5011 MERCHANT BANKING & FINANCIAL MBA MBA MBA Dr.A.S.SATHISH KUMAR BA5107 TOTAL QUALITY MANAGEMENT MBA MBA MBA Dr.A.S.SATHISH KUMAR BA5028 PROJECT MANAGEMENT MBA MBA MBA Dr.A.S.SATHISH KUMAR BA5025 LOGISTICS MANAGEMENT MBA MBA S.NESAKUMARAN BA5004 INTERGRATED MARKETING MBA MBA S.NESAKUMARAN BA5005 RETAIL MARKETING MBA MBA S.NESAKUMARAN BA5005 RETAIL MARKETING MBA MBA MBA S.NESAKUMARAN BA5006 STATISTIC FOR MANAGEMENT MBA MBA MBA Dr.V.KUMARESAN BA5101 SPOKEN & WRITTEN COMMUNICATION MBA MBA MBA Dr.V.KUMARESAN BA5105 INDUSTRIAL RELATION & LABOUR MBA MBA MBA Dr.V.KUMARESAN BA5014 ENTREPREURSHIP & DEVELOPMET MBA MBA MBA Dr.W.KOTTEESWARDAN BA5101 ECONOMIC ANALYSIS FOR MBA MBA MBA MBA MBA MBA MBA MB	Faculty Name	Faculty Name	Programme	Programme	Programme	Faculty Name Course Name Department Programme Programm	Paculty Name	Faculty Name

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor
1	T.SUGANYA		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	A Sur
2	S.VIMALA		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	+Ag
3	Dr.A.S.SATHISH KUMAR		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	Da
4	S.NESAKUMARAN		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	R
5	B.GANESH KUMAR		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	A
6	Dr.V.KUMARESAN		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	20
7	Dr.M.KOTTEESWARAN		CO-PO ATTIANMENT SHEET NOT COMPLETED BECAUSE RESULT NOT COME	AFTER UNIVERSITY RESULT CO-PO TO BE COMPLETED	200

Table 2-Remarks and Corrective Action(CA) report

S. Basipumi

Team Head/Auditors

Overall AAC Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21, EXAM MANGEMENT SYSTEM (EMS)

File No.	List of Files	Completion Status (Yes / No)	Remarks
	I. ANNA UNIVERSITY		
1.1	ASSESSMENT SCHEDULE	Ves	ata i
1.2	AU ACADEMIC SCHEDULE	Yes	
1.3	AU CONVOCATION FILE	Yes	
1.4	UNIVERSITY RANK HOLDERS LIST	Yes	uen u
1.5	ADDITIONAL ELECTIVE	yes	802 10
1.6	RE-ADMISSION ADDITIONAL COURSES	Ves	
1.7	ANNA UNIVERSITY IN	ves	
1.8	ANNA UNIVERSITY OUT	484	
1.9	UP / PG ELECTIVES	Yes	
1.10	RESULT GALLEY	Yex	ada i
1.11	ADMISSION FILE [UG/PG I-YEAR, LATERAL ENTRY, RE-ADIMISSION & TRANSFERRED]	Yes	
1.12	ATTENDANCE & IAT MARK ENTRY FILE	yes	est of
1.13	TRANSFER DOTE ORDER	yes	
1.14	STUDENT PROFILE CORRECTION	Yex	
1.15	MALPRACTICE DETAILS	jes	
1.16	QP COMMENTS	Yol	
1.17	NOT REGISTERED DETAILS - STUDENT	Yes.	
1.18	PROFORMA, I TO VI	yes	
1.19	LAB ARREAR DETAILS	ves	ust an
1.20	PHOTOCOPY DETAILS	Jes .	ST CH
1.21	DEBARRED ORDER - FACULTY	ves	NA NA
1.22	INTERNSHIP DETAILS	yes	ZT 14
1.23	ANNA UNIVERSITY EXAM ACCOUNTS DETAILS	Yes	
1.24	GRADE SHEETS DESPACHED FILE	Ves	PE 12
1.25	REVALUATION DETAILS	ver	
1.26	REVIEW DETAILS	Jes	
	2. ZONAL		and the second
2.1	ZONAL IN/OUT	Ydy	
2.2	RECEIVED ORDERS FOR PRACTICALS	Yes	
2.3	RECEIVED ORDERS FOR THEORY	Yes	
2.4	ZONAL STATIONARY, KIOT	Yes	L. Arr
2.5	AUR ORDER FILE	yes	
2.6	CODE BOOK REQUEST	1 01	

3.1	RESULT ANALYSIS	Yes	
3.2	ES-01	NO	yos, Rest
3.3	KIOT ACADEMIC SCHEDULE	Yes	13; person
3.4	KIOT - IAT CIRCULARS	ves	
3.5	EXAM CIRCULAR FILE	Jes	
3.6	KIOT CIRCULAR FILE	Yeu	
3.7	DISCONTINUED DETAILS	yes	
3.8	AU THEORY EXAM ABSENT LIST	ves	
3.9	CHEQUE & DD PHOTOCOPY	493	
3.1	STUDENT REQUISITION LETTER	lyes	
3.1	Ph. D. DETAILS	Yes	644
3.12	NAAC, IQAC & GCM MEET FILES	Yes	
3.13	FEES PENDING FILE	Yes	
3.1	SERVICES RULES FOR FACULTY AND STAFF	1 yes	
3.15	AU ACADEMIC PERFORMANCE	Yes	
3.16	REMUNERATION DETAILS	yes	
3.2	PURCHASING FILES	Yes	
3.18	EMS-NON STATUTORY COMMITTEE	No	yes, Rah.
	4.OTHER EXAMS		
4.1	TNPSC - GROUP - IV 06.01.2016	yes	
4.2	TNPSC - JAA - 2017 24.09.2017	Yes	
4.3	TNPSCE GROUP - IV 11.02.2018	ves	
4.4	NEET EXAM - 05.05.2019	yes	
4.5	TNPSC GROUP - IV 01.09.2019	yes	ont Har
4.6	TNCWWB 01.12.2019	Yes	
4.7	TNEB EXAM 15.03.2020	Ves	
4.8	NEET EXAM - 13.09.2020	yes	
4.9	TN POLICE EXAM 13.12.2020	lyes	
	5.PHOTOCOPIER MACHINE		
5.1	UNICOM PURCHES FILE	yes	
5.2	UNICOM SERVICE FILE	yes	
5.3	CANNON SERVICES FILE	yes	
udited	by:		
S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	Dr. K. Visaganel, VP, KIOT	VPKIOT	w
	Dr. K.S. Praphakaran, Apl Mech	APINECH	11/

	EDGE INSTITUTE OF TEC		
Acadeı	mic and Administrative A	udit (AAA) – Summary	Sheet
Department	EMS	Date	26.07.2021
Period of Audit	25.07.2021		
	Academic	Audit	
Key S	Strengths	Major Weakr	esses
	re well arranged ations are maintained	To strengthen EM committee.	//S non statutor
	Administrati	ve Audit	
Key S	Strengths	Major Weakn	esses
	Suggestions for i	improvement	
Acade	mic Audit	Administrative	Audit
 all department semester wise All governme question pap made available website. Software provious communicate 	estion paper booklet for its may be maintained in e. ent related examination per collection can be in central library/KIOT vision can be given to about attendance performance to parents.		
Mr. A. Lante.	Dr. u. s. Pradhallaran)	6 m	

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 - 21(ODD SEM) LIBRARY

DATE: 29/07/2021

File No.	List of Files	Completion Status (Yes/No)	Remarks
1.1	Accession Register	Yes	
1.2	Book Purchase Receipts	Yes	
1.3	National Journal-Purchase Order & Receipts	Yes	
1.4	International Journal- Purchase Order & Receipts	Yes	
1.5	E-Journals- Receipts	Yes	
Q .6	DELNET - Institutional Membership	Yes	
1.7	Magazine- Purchase Order & Receipts	Yes	
1.8	NPTEL	No	Not Upated Updated
1.9	Library Software	Yes	
1.10	Previous NAAC File	Yes	
1.11	Previous NBA File	Yes	
1.12	Students Due Reminder	Yes	
1.13	Textbook & Journal Recommendation	Yes	
Y.14	Most Book Borrower Award	Yes	
1.15	Project Reports	No	List Not Upated Updated

Audited by:

S. No.	Name of the Auditor	Designation/ Department	Signature with Date
1	Dr. V.Kumar	HOD/CSE	Wag Jaylor
2	Mr. K.Ravikumar	ASP/CSE	K Tagglatzi

IQAC Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM-637 504

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21

Centre for Placement &Industry Institute Interaction

File No.	List of Files	Completion Status (Yes / No)	Remarks
1.1	Recruitment Process Details	yes	
1.2	Pooled Campus Details	yes	
1.3	Employers & HR Feedback	yes yes	
1.4	Offer Letters	yes	
1.5	Industry Institute Interaction(III) Webinar	yes	
1.6	Internship Details	yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	Dr. N. Santhiya kumari	Profe Head	20 1 101
2	S. Veevakumar	APLECE	S. auen 30.7.21

IQAC Coordinator Principal

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM-637 504

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21

Centre for Career Development and Training (C-CDT)

File No.	List of Files	Completion Status (Yes / No)	Remarks
1.1	Internal Training File a) Circular b)Attendance c) Students feedback	yes	
1.2	External Training File a) Circular b)Attendance c) Students feedback	yes	
1.3	Japanese Language Training File a) Circular b)Attendance c) JLPT Exam Qualified Students Certificates	yes.	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	Dr. N. Santhiyakumari	Profl Head	N John
2.	S. Veerakumar	AP)ECE	D. um.

Tean 11	Λ /
1 CHATCHE)	1 m
IQAC Coordinator	Principal / (7.7)

KNOWL	EDGE INSTITUTE OF	TECHNO	LOGY, SALEM	- 637 504	
Acade	mic and Administrativ	e Audit (A	AAA) – Summai	ry Sheet	
Department	PATE III & CD	T	Date	30:07.2021	
Period of Audit	Ay 2020-2021				
	Acade	mic Audi	t		
Key S	Strengths		Major Wea	knesses	
	Administ	rative Au	dit		
Key S	Strengths		Major Weal	nesses	
available *Placement of Centre to CI	process details ter letters available	* Page separation may be fined			
	Suggestions f	or improv	vement		
Acade	mic Audit	Administrative Audit			
		* Nece for a	to update l	photograph.	
w. F;	30/7/21		PM		
Auditor –	Team Head	PRINCIPAL			

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21, Physical Education

File No.	List of Files	Completion Status (Yes / No)	Remarks
1.1	Sports Day Activity File	Yes	
1.2	Sports Expenses File	Yes	
1.3	Anna University Zone Vies, Inter Zone Tournaments File	Yes	
1.4	District, State & National Level Tournaments File	Yes	
1.5	PD Official Letter File	488	
1.6	Club Activity Organized for Inside & Outside File	Yes	
1.7	Sports Achievements File	Yes	
1.8	Sports Award Function File	Yes	
1.9	Ground Details File	Yes	
1.10	Sports items purchase file	Yes	a.
1.11	Stock Book	res	

Audited by:

APIMECH	36/07/00
	APIMECH

•		FECHNOLOGY, SALEM - 637 504
Acade		Audit (AAA) – Summary Sheet
Department	MECHANICIAL EN	GENEEPENG. Date 30107/204.
Period of Audit		
	Acader	mic Audit
Key	Strengths	Major Weaknesses
t we have so	eperate basket ball	We need Exclusive space
k we have fo	not ball ground.	& Requirement available
		for the students strength is not suffreient. (Eq: football, volo
	Administ	rative Audit
Kev	Strengths	Major Weaknesses
	Suggestions	for improvement
Acad	Suggestions f	for improvement Administrative Audit
Acad		
Acad		Administrative Audit
Acad	demic Audit	Administrative Audit

KIOT	KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637504 AAA - Auditing Files in AO Office										
File. No.											
	FY: 2020 - 2021	Date of audit	29.07.202								
	Name of the file	Requirement	Available (Y/N)	Updated (Y/N)	Remarks	1					
KIOT - AO.01	Budget allocation and utilization file	NBA &NAAC	Υ .	Y	1.						
KIOT - AO.02	Audited account statement file	NBA &NAAC	Y	Y							
KIOT - AO.03	Government fund sanctioned and utilization file	NBA &NAAC	Y	N	updated for						
KIOT - AO.04	Consultancy amount sanctioned and utilization file	NBA &NAAC	Υ	Y	-	25.1					
KIOT - AO.05	External financial audit file	NBA &NAAC	Y	Y							
KIOT - AO.06	Internal financial audit file	NBA &NAAC	Y	Y	2	n					
KIOT - AO.07	Faculty, staff and students insurance file	NBA &NAAC	Υ	Y	· · · · · · · · · · · · · · · · · · ·						
KIOT - AO.08	Salary acquittance file	NBA &NAAC	Y	Y							
KIOT - AO.09	IT Form 16 copy file	NBA &NAAC	Υ	Y	at a						

Audited By

SI.No.	Name of the Auditor	Designation / Department	Signature with Date
1.	Dr.C.Muniraj	Professor & Head / EEE	Amelon
2.	Mr.S.E.Murthy	Assistant Professor / EEE	5.5
	1HIDA/	PM	
	IQAC COORDINATOR	PRINC	CIPAL

	KNOWLEDGE INSTITUTE OF	F TECHNOLOGY					
	Approved by AICTE, Affiliated to Anna NAAC and NBA (B.E: Mech., E						
Beyond Knowledge	Kakapalayam (PO), Salem – 637 504	www.kiot.ac.in					
IQAC	Circular No. KIOT/AAA/2021-22/02	Date	02.08.2021				
	CIRCULAR						
То	All Directors, HoDs and Audit members						
Subject	oject Academic and Administrative Audit (AAA) Committee Meeting – 02						
Cincular issued by	cular issued by IQAC						
Circular issued by	IQAC						
	mic and Administrative Audit (AAA) comm	ittee review meeting is plan	ned at IQAC office				
Acade	mic and Administrative Audit (AAA) comm wing agenda: Agenda	ittee review meeting is plan & Time: 09.08.2021					
Acade to discuss the follo	mic and Administrative Audit (AAA) comm wing agenda: Agenda	& Time: 09.08.2021 &					

The AAA committee Auditors and HODs are requested to attend the meeting to discuss the Audit report.

Action to be taken based on Academic and Administrative Audit report of Odd Semester of

SENDER PRINCIPAL

IQAC	VP	MECH	ECE	EEE	CSE	CIVIL	IT, CSBS	Lib.	EMS	Dir./	Dir. / AO	Trans	rans Residential Warden	Residential Warden		Residential Warden		Residential Warden		Residential Warden		Trans Residential Warden		Keceb		Class Circula-	College	Office/
	Office						& AD			P & III	CDT		I/C	LH	GH	tion	Office	tion	NB	File								
*		*	*	*	*		*	*	*	*	*	*								*								
MBA/I	KBSS		*		Sc	оре				(Canteer	1				TCS	- iON											

Checked by Principal office I/C

Verified by the sender

File:

2

3

AY - 2020-21

Any other matter

- 1) Principal Office:
- 2) Concerned issuing department:

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637504

Academic and Administrative Audit (AAA) Meeting - 02____

Date: 0909.2021

Time: 11.30am

Venue: IRAC

Attendance

S.No.	Name of the Faculty	Designation	Department	Signature		
1.	Dr. PSS. Spinivagan	principal	-	PM		
2.	Dr. K. Visagavel	Professor	Mech.	win ochely		
3.	Dr. M. Thansand	I DAC Coordinator	ECE	My and		
H.	Dr. A. Stephen	Director	MBA	1.72		
5	DY . P. RAJENDRAN	212	POT	20-		
Ь	M.SATHYANATHAN	ASP	MECH.	Shall		
7.	Dr. V. Kumar	port + Head	CSG	William		
8	P. Malarvichi	M	(SE	P. MIL		
9.	Dr. P. Sachidharandam	ASP, b. Head	TT ACIBS	Moitizhou		
19	K. Ravileomas	ASP.	320	k Za		
11	V. KARTHIKEYAN	AP	MECH	(Bartin)		
12	A Selvaloumer	AP	Mech	(Sw)		
13	CVANIDHA	AP	CSU	CVan		
14	R. Machan Ros	Ap	BEG	RA		
15	Dr. C-Munislay	Any Roberd	EF6	Im		
			/	Town 1		
1.6	R-VENDOA DUMAR	AP.	MECHANTRAL	Congo		
	Dr. N. Santhing Keemi	Prog & Heard	ECG	D. 1-1		

S.No.	Name of the Faculty	Designation	Department	Signature
19	Dr.K.S. Prabhalearan	A800. Part.	Mechanical	Galdaleolle.
20	8. Prabakaran	AP	IT	Franky
	PRINTED TO THE PRINTE			di Te setter Jeri
	195 HA			
				CADINA I
	100 .40	M. di	I haven	arata2.M
			8	
				and the second
tra	·	Fran e	ng cristmania	66029-07 .F
	10			1.08
			A DAVE	ut XXXI V
			1 1 107	Page 27 97

IQAC - Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 Minutes of Academic and Administrative Audit (AAA) Meeting – 02

Meeting No: 02	Venue: IQAC	Time: 11.30AM to 12.30PM	Date: 09.08.2021
Subject: AAA review meeting for odd semester of AY: 2020-21		Attended by: All Directors, HoDs and Audit members	

S.No.	Agenda		Discussion & Action to be taken	Responsibilities	Target
Review of Academic and Administrative Audit report - AY-2020-21 (Odd Semester)	8	The Auditors of Academic and Administrative Audit (AAA) Committee have presented the Audit report. The following deficiencies / lapses have been recorded by the committee in different departments.		-	-
		Dept.	Deficiencies recorded		
	MECH	Students Grievances and Redressal file is not updated	HoDs and	1 week	
	ECE	Curriculum gap identification file is incomplete			
	EEE	Students participation in Co-curricular activities file is not updated			
	CIVIL	Result analysis file is not updated			
	CSE	IAT invigilation duty file is incomplete			
	MBA	Course willingness file is not updated In Faculty Logbook, CO-PO Mapping is not completed. Students grievances and redressal file is incomplete			
	EMS	Non-statutory committee file is not updated	Faculty		
		Library	Magazine - Purchase order and receipts file is not updated, only soft copies were maintained. Most book borrower award file is not updated.	In-charges	1 week
	PAT & III	No deficiency is recorded			
	CDT	No deficiency is recorded			
	PED	No deficiency is recorded			
	PR Office	No deficiency is recorded			
	1	Account Sec.	Government fund sanctioned and utilization file is not updated		
2.	Action to be taken based on Academic and Administrative Audit report - AY-2020-21	Faculty in-c	ttee discussed the AAA report and asked the HoDs / charge to take corrective measures to rectify the mentioned above and complete them in one week time	HoDs	1 week

IQAC Coordinator

Chairman

A STATE OF THE PARTY OF THE PAR	KNOWLEDGE INSTITUTE OF		
	Approved by AICTE, Affiliated to Anna NAAC and NBA (B.E: Mech., E		
Boyend Knowledge	Kakapalayam (PO), Salem - 637 504	www.kiot.ac.in	
IQAC	Circular No. KIOT/AAA/2021-22/03	Date	17.08.2021
	CIRCULAR		
Го	All Directors, HoDs and Audit members		
Subject	Academic and Administrative Audit (AAA)	Committee Meeting – 03	
Circular issued by	IQAC		
	mic and Administrative Audit (AAA) com	mittee meeting is schedule	ed for reviewing

Venue	: IQAC	Date & Time :23.08.2021 & 02.30 PM
S. No.		Item to be Discussed
1	Review of Action taken on the	Minutes of Meeting of AAA dated 09.08.2021
2	Any other matter	
2	Any other matter	
,	A STATE	PM

QAC	VP Office	МЕСН	ECE	EEE	CSE	CIVIL	IT, CSBS & AD	Lib.	EMS	Dir./ P&III	Dir. /	АО	Trans port I/C	dential rden GH	Recep	Security Office	Class Circula- tion	College NB	Office/ File
	*		*	*	*		*	*	*	*									
MBA/	KBSS		*		Sc	оре				(Cantee	n			TCS	- iON			

PRINCIPAL

Checked by Principal office I/C	Verified by the sender	
File:	·	

SENDER

- 1) Principal Office:
- 2) Concerned issuing department:

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637504

Academic and Administrative Audit (AAA) Meeting -

Date: 23 08,202/

Time: 02-30 Pm

Venue: IQAC

Attendance

S.No.	Name of the Faculty	Designation	Department	Signature
1	Dr. PSS. Stinivasan	Principal	-	PM
2	Dr. / visagavel	Professor	MECH	uni zoluly
3	Dr.M. Than Gavel	IQAC Coordinatur	ECE	Marchel.
4	Dr.A. Stephen	Director	MBA	1100
5	DY P. RASGNORAN	212/P47	POT	1,02
6.	Dr. V. Kuman	Prof of Head	CSF	20/11/24
7	K. RAVIKOMAR	AIP	CSE	15Ta
8	CVANI DIA	AP	CSE	Clark
9.	Dr. P. Sachidhanandam	ASP & HOD	IT pesses	ans 2012hou
10	Dr. N. Santhy, Kumi	Pry & Head	ECG	w. Ly
11	P. Malarvichi	AP	CSE	P.MIL
12	M, SATHYANATHAN	ASP	MECH	Moult
13	R. Madhan Roj	AP	EEE	Reg
14	V. KARTHIEEYAN	AP	MECH	(Barrail)
15	Selvelen Mar. A	AP	Mech	dSup
16	J. PRAKASH.	AP	Mech	J. Promos.
17	Dr. C-Minjenj	Por Edery	EEE	En
18	R-VEMONY DUMBR	AP	MECHANDIAL	an Sin

S.No.	Name of the Faculty	Designation	Department	Signature
19	Dr. K.s. Prahhellavan	ASP	Mech.	Gorthallana.
20	S. Prabakasan	AP	27	Godhallana.
	s int ungi nekamba en	on and a supplemental		Max. Madige of He
		1810	A SERVICE	(4.2.12eG-10)
		X 377	14.	Comment of C
	10 3 April - 3)8.7	3-11/11/12 S
				3512 A D A
	ET CAR HOLL	-17	tin (Alberta)	129 17 7
		ST LANK	Al ye	AUTH A
	- S. A. 3		\$10 d	en v.S. v. Fig.
	Education of the State			STANDS S
sail.		354 59	y majorin	ridans ging ip
	(-\	C. Lash	o on a	J. W. M. S.
			7	
	- 100% 40ª	77 92		AVATA > M
	7489 1 375	5 0/	j. 9 =	JA, H1 ST 8
	" or no(P) 172	1 31	1-47	THE SAME AL

IQAC - Coordinator

Principal

KNOWL GE INSTITUTE OF TECHNOLOGY, SAL M – 637 504 Minutes of Academic and Administrative Audit (AAA) Meeting – 03

Meeting No: 03Venue: IQACTime: 02.30PM to 04.00PMDate: 23.08.2021Subject: AAA review meeting for odd semester of AY: 2020-21Attended by: All Directors, HoDs and Audit members

S.No.	Agenda	w.	Discussion & Action to be taken	Action taken
		The auditors deficiencies rebelow:	-	
		Dept.	. Deficiencies recorded	
		MECH	Students grievances and redressal file is not updated	Updated
		ECE	Curriculum gap identification file is incomplete	Completed
		EEE	Updated	
		CIVIL	Completed	
	Review of Academic and	CSE	IAT invigilation duty file is incomplete	finalized
1.	Administrative Audit		Course willingness file is not updated	Updated
	report - AY-2020-21	MBA	In Faculty Logbook, CO-PO Mapping is not completed.	Completed
			Students grievances and redressal file is incomplete	Completed
		EMS	Non statutory committee file is not updated	Updated
		Library	Magazine - Purchase order and receipts file is not updated	Updated
			Most book borrower award file is not updated.	Updated
		PAT & III	No deficiency is recorded	-
		CDT	No deficiency is recorded	-
		PED	No deficiency is recorded	-
		PR Office	No deficiency is recorded	
		Account Sec.	Government fund sanctioned and utilization file is not updated	Updated
		Due to COVID	-19, an additional opportunity was given by Annan University	
_	CO - PO Attainment	for all the stu	idents to improve their marks or results in odd semester	
2.	calculation for odd	University exan	ns of AY 2020-21. Hence, CO – PO attainment could not be	-
	semester of AY 2020-21	The second secon	Il departments. It will be completed after the improvement	
	THE ME	exam.		DA

IQAC Coordinator

Chairman

AAA-AY:2020-21 EVEN SEMESTER

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504

CIRCULAR 318 Circular No. Date 10.02.2022 All Directors and HODs Academic and Administrative Audit - Reg.

Academic and Administrative Audit (AAA) Committee is constituted with following faculty members to conduct the audit for the Academic year 2021-22.

S. No.	Auditors	Dept to be audited
1.	Mr. V.Karthikeyan, AP/Mech. Mr. A.Selvakumar, AP/Mech.	CSE
2.	Ms. S.Kalapanadevi, ASP/EEE Mr. R.Madhan Raj, AP/EEE	ECE ,
3.	Mr. R.Shanmugasundaram., AP/ ECE Mr. A.Arun, AP/ECE	. EEE
4.	Ms.P.Malarvizhi, AP/CSE Ms.C.Vanitha, AP/CSE	MECH
5.	Ms.S.Vimala, AP/MBA Ms.P.Revathi, AP/MBA	CIVIL
6.	Dr.V.Sivakumar, AP/Mech. Mr.P.Karthikeyan, AP/Mech.	IT & CSBS
7.	Mr. S.Sasikumar, AP/(Phy.)Civil Mr. S.Prabakaran, AP/(Eng.)Civil	MBA
8.	Dr. C.Muniraji Prof & Head EEE Mr. S.E.Murthy, AP/EEE	Account Section
9.	Mr. M.Sathyanathan, ASP/Mech Mr.J.Prakash, AP/Mech	Principal Office
10.	Dr. K.Visagavel, Prof & Head, Mech/ VP Dr. K.S.Prabhakaran, ASP/Mech	EMS
11.	Dr. V.Kumar, Prof & Head CSE Mr. K.Ravikumar, ASP/CSE	Library
12.	Dr. N.Santhiyakumari, Prof & Head /ECE Mr. S.Veerakumar, AP/ECE	Placement and Training
13.	Mr. R.Vinothkumar, AP/Mech.	Physical Education

The Academic and Administrative Audit for the even semester of the AY 2020 - 21 is scheduled from 14.02.2022 to 17.02.2022. Hence, the HODs and faculty are requested to complete the documents and present for the audit.

The auditors are requested to conduct the audit in the allotted departments and submit the Audit report to Principal or before 21.02.2022.

In this regard, a meeting of Academic and Administrative Audit committee is scheduled on 12.02.2022 at 03.00 pm in IQAC to discuss the auditing procedure.

Dr.N.Panneerselvam, ASP/Mech. is the overall coordinator for the Audit.

The list of documents to be audited is given in the attachment.

IQAC Coordinator PRINCIPAL

ECH	VP Office	CIVIL	EEE	ECE	CSE	IT, CSBS &AID	PD	LIB	EMS	AO	Trans- port	Hoctol	Director	Director /		lential irden	College	Office /	Class Circula-	Security Office	KBS	Recep
			2 1			·S					I/C		Training		LH	GH	NB	File	tion	Office		tion
*	•	*	*	*	*	*	*	*	*	*			. *	*				*				
					Sec. E																	-

Checked by Principal Verified by the office I/C sender

Principal Office:

То

Subject

Circular issued by

Concerned issuing department:

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN EMESTER)

Department:	Date:	Time

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar		
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	elastenses	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file		
3.2	Course allocation file		
3.3	Time table file	Sand CARRY ST	
	a) Master time table file		
	b) Individual faculty time table file		
4.0	Class Committee Meetings		
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)		
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	The State Land	
5.1	Faculty meeting file (Agenda and Minute of Meeting)		
5.2	Class advisors meeting file		
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)		
7.0	IAT performance review and remedial classes		
7.1	IAT time table file	10 (cal p. 15.2)	
7.2	IAT invigilation duty file		
7.3	Result analysis file		
7.4	Course file (Refer Annexure – A, B & C)		
8.0	Arrear coaching		
8.1	Arrear coaching class time table file		
8.2	Arrear coaching class file		
9.0	University results and improvement measures		
9.1	University results analysis file		
10.0	Mid semester faculty appraisal by students		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.1	Mid semester feedback file		
11.0	End semester faculty appraisal by students	110	
11.1	End semester feedback file		
12.0	Sufficiency of text and reference books in central and department library		
12.1	Central and Department library stock register		
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	A STATE OF	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)		
15.0	E-content development by faculty	1	
16.0	Use of LMS by faculty		(
17.0	Use of Campus ERP by faculty		
17.1	ERP file		
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file		
18.2	Curriculum gap identification file		
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file		-31 WA
20.0	Participation level (%) of students in CC, VAC and VET		
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file		(
21.2	Students participation in Extra-curricular activities file		
22.0	FDPs attended by faculty		
22.1	FDP file		
23.0	SDPs attended by Supporting Staff		
24.0	Mentor-Mentee system		
24.1	Mentor mentee file		
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	1	
25.1	PAC file		
25.2	QIC file		
26.0	Student feedback systems and implementation		
26.1	ERP file		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.0	Student grievances and redressal		
27.1	Student grievance file		
27.2	Redressal file		
28.0	Programs organized for faculty and staff		
29.0	Programs organized for students through various clubs	d party layons in a	
29.1	List of clubs (Agenda and Minutes of Meeting)		
30.0	Participation level (%) of students in competitions and achievements	grand general	
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)		
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file		
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files		
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file		
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file		
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file		
37.0	Publication in Conferences (IC & NC)		4 10
37.1	Publication in International conference file		
37.2	Publication in National conference file		
38.0	Awards and recognition by Dept., faculty and students		-
38.1	Faculty Award and recognition files		
38.2	Students Award and recognition files		
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file		
39.2	III activities files		
40.0	Laboratory up gradation		
40.1	Laboratory stock register		
41.0	New lab established		
	Laboratory stock register		
	Maintenance of department facilities		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
42.1	Maintenance register		
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files		
44.0	Road map of the department		
44.1	Department road map		
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.		
46.0	IPR and Patents		
46.1	IPR file		
46.2	Patents file		-
47.0	Consultancy		(
47.1	Consultancy file		Mary Control
48.0	Students Research Papers		
48.1	Students Research Paper file		
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files		
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file		

Audited by:

S.No	Name of the Auditor	Designation	Department	Signature with Date

IQAC - Coordinator

PRINCIPAL

KNOWLEDGE INSTITUT	TE OF TECHNOLOGY, SALEM - 637 504
Academic and Adminis	strative Audit (AAA) – Summary Sheet
Department	Date
Period of Audit	
	Academic Audit
Key Strengths	Major Weaknesses
Adr	ministrative Audit
Key Strengths	Major Weaknesses
Suggest	ions for improvement
Academic Audit	Administrative Audit
A	
Auditor – Team Head	PRINCIPAL

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year-(2020-2021) Academic and Administrative Audit (AAA) Report

Department:						Semester:			Date:				
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file		(C) Innovative Teaching	(D) Percentage	(E) CO	Class Ac	(F) dvisor File	Remarks*
3.110	raculty Name	Course Name	Department	riogramme	rearroenwoed	completed(Yes/No)	completed(Yes/No)	Practiced (Yes/No)	of syllabus coverage	carried out	Year/Sem	completed(Yes/No)	(Yes/No)
										66			
										0.1			
											98/411		
			1.										
				× 13									
		1									A,B,C,D,E,	F-file label	1/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2

Table 1-Academic audit report

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor
			A CONTROL OF THE CONT		
737					

Table 2-Remarks and Corrective Action(CA) report

Team Head/Auditors

Overall AAA Coordinator

Principal

A THURSDAY	KNOWLEDGE INSTITUTE OF	TECHNOLOGY				
	Approved by AICTE, Affiliated to Anna NAAC and NBA (B.E: Mech., E					
Bryand Knewledge	Kakapalayam (PO), Salem – 637 504	www.kiot.ac.in				
IQAC	Circular No. KIOT/AAA/2021-22/04	Date	10.02.2022			
	CIRCULAR					
To	All Directors, HoDs and Audit members					
Subject Academic and Administrative Audit (AAA) Committee Meeting – 04						
Circular issued by IQAC						

Academic and Administrative Audit (AAA) committee meeting is planned at IQAC office to discuss the following Agenda:

Agenda

Venue	: IQAC	Date & Time: 12.02.2022 & 03.00 PM				
S. No. Item to be discussed						
1	Procedure for conducting Academic and Administrative Audit for Even semester of AY-2020-21					
2	CO – PO Attainment calculation for o	odd semester of AY 2020-21				

The AAA committee Auditors and HODs are requested to attend the meeting to discuss the Audit procedure.

SENDER

hw.

PRINCIPAL

IQAC	VP	MECH	ECE	EEE	CSE	CIVIL	IT, CSBS	Lib.	EMS	Dir./ P&III	Dir./	AO	Trans port		lential rden	Recep		Class Circula-	College	Office/
	Office						& AD			P&III	CDI		I/C	LH	GH	tion	Office	tion	NB	File
*	*	*	*	*	*	*	*	*	*	*		*								*
MBA/	KBSS		*		Sco	оре				-	anteer	n				TCS	- iON			

Checked by Principal office I/C

Verified by the sender

File:

- 1) Principal Office:
- 2) Concerned issuing department:

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637504

Academic and Administrative Audit (AAA) Meeting -

Date: 12.02.2023

Time: 03.00 pm

Venue: IRAC

Attendance

S.No.	Name of the Faculty	Designation	Department	Signature
1	Dr. PSS. Stinivasan	Principal		8m
2	Dr. K. Visagaval	Professor	Mech.	u Isteles
3		IDAC coordinatur	ECE	Male),
4	Dr. A. Ste Phen	Director	MBA	" Hill
5	Dr. P. RAJENDRAN	DIR	PAT	992
6	pr.P. Saelishanandam	ASP of Head	2820 by 7 I	Don Tatoato
7	Dr. V. Kumar	Porp + Head	CSE	U 12/07m
8	M. SATHYANATHAN	ASP	MECH	Mak
9	P. MARTHINEYON	AP	Meir	Sign .
10	P. Malarvizh:	AP	CSE	P.ML
11	V. KARTHKEYAU	AP	MECH	(Garreniles)
12	A Schroleungs	AP.	Mechanical	dSup
13	J. PRAKASH.	AP	Mechanical	J. gramas.
14	R. VENORA Summer	AP	MECHANCIPL	Cours Seg
15	C.VAN 1947	AP	CSE	CV.L
16	R. RAVIKUMAR	MP	CSE	Story
17	R. Madhan Rot	Ap	BEE	RS
18	Dr. C-Munikung	By & thend	E 22	Un

S.No.	Name of the Faculty	Designation	Department	Signature
19	Dr.V. Sivalm	AP	Mech.	Galu
20	DY. K. S. PRABHALLARON	Asso. Prof	MECH	Jahroleene
21	Dr. N. Centhightunai	Pag & flead	ECE	w
वर .	S. Prabalcaran	DP	IT	Queky
	minnogia di menamen E	ortengo	G - In a fe	Programme in
				- 1911 - 701
			(a)	- 28 V V C
	00191) B	W 30 18 18	WELL N. T.
				·
			C 144 90 3	60 9 m
w/ce-la	727 202357	· 4839 4 %	A motorovski	Ans Forg
	1000	97 92-	F July Thomas	WHEAZ : W
		4-4		
				Service Andrews
	2001 1000	7		I HALLE
	- Joseph T. Lenius	114	ni.	780/407 [2]
	· · · · · · · · · · · · · · · · · · ·	g = 12		a AD MIN A

IQAC - Coordinator

V № Principal

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504

Minutes of Academic and Administrative Audit (AAA) Committee Meeting - 04

Meeting No: 04	Venue: IQAC	Time: 03.00PM to 04.30PM	Date: 12.02.2022
Subject: AAA review meeting	g for even semester of AY: 2020-21	Attended by: All Directors, H	loDs and Audit members

S. No.	Agenda	Discussion & Action to be taken	Responsibilities	Target
1.	Procedure for conducting Academic and Administrative Audit for Even semester of AY-2020-21	Academic and Administrative Audit and list files to be audited for	Auditors, HoDs and Faculty In-charges	14.02.2022 to 17.02.2022
2.	CO – PO Attainment calculation for odd semester of AY 2020-21	Due to Covid 19, Anna University has given an additional opportunity for all the students (including those who failed) to improve their marks or results of Odd Semester examination of AY 2020-21. Hence, CO-PO attainment calculations were not completed during the last Audit. The auditors are requested to audit the CO-PO attainment of Odd Semester of AY 2020-21.	Auditors, HoDs and Faculty In-charges	12.02.2022 to 26.02.2022

IQAC Coordinator

Chairman

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN SEMESTER)

Department: MECH Date:17.02.2022 Time: 03.00- 4.10PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar	Yes	
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	Yes	•
3.0	Subject allocation system for Faculty		1. 0.01
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	* 1 2 2 2
3.3	Time table file		
	a) Master time table file		
	b) Individual faculty time table file	Yes	
4.0	Class Committee Meetings		
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)		
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	
7.0	IAT performance review and remedial classes		
7.1	IAT time table file	Yes	
7.2	IAT invigilation duty file	Yes	4
7.3	Result analysis file	Yes	
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching	103	
8.1	Arrear coaching class time table file	N/A	
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures		•
9.1	University results analysis file	Var	
10.0	Mid semester faculty appraisal by students	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.1	Mid semester feedback file	Yes	
11.0	End semester faculty appraisal by students	18 18 17 17 18 18	No. of the last
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library	2	
12.1	Central and Department library stock register	Yes	
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	Yes	
17.0	Use of Campus ERP by faculty		
17.1	ERP file	Yes	TE SALE
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	Yes	•
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file	Yes	
20.0	Participation level (%) of students in CC, VAC and VET	N/A	
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	N/A	
22.0	FDPs attended by faculty		
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	N/A	
24.0	Mentor-Mentee system		
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings		
25.1	PAC file	Yes	
25.2	QIC file	Yes	
26.0	Student feedback systems and implementation	-	
26.1	ERP file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.0	Student grievances and redressal		
27.1	Student grievance file	N/A	Nil
27.2	Redressal file	N/A	Nil
28.0	Programs organized for faculty and staff	Yes	
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements		
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	•
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file	Yes	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	Yes	
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)	Yes	Karana Karana
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	N/A	
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file	Yes	
39.2	III activities files	Yes	
40.0	Laboratory up gradation		
40.1	Laboratory stock register	Yes	
41.0	New lab established		2711
41.1	Laboratory stock register	N/A	Nil
42.0	Maintenance of department facilities	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		
43.1	Alumni files	Yes	
44.0	Road map of the department		
44.1	Department road map	N/A	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy		
47.1	Consultancy file	Yes	
48.0	Students Research Papers		
48.1	Students Research Paper file	Yes	Conference
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files	Yes	1176,00
50.0	Students Intra & Inter-Institute Paper Presentations		•
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1	P. Malarizhi	AP/CSE	P.MIL.
2.	C. VANITHA	AP CSE	exal

IQAC Coordinator

PRINCIPAL

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504 Academic Year- (2020-2021) Academic and Administrative Audit Report

Department: MECH

Semester:EVEN

Date: 17.02.22

- opa.	unent. WEOTT	CONTRACTOR OF THE STATE OF THE				Jemester.L						Date. / /	0
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file	Log Dook	(C) Innovative Teaching	(D) Percentage	F-55e55illelit	(F) Class Advisor File		Remarks*
		ANAGAR MANYA	001	1937 H		completed(Yes/No)	completed(Yes/No)	Practiced (Yes/No)	of syllabus coverage	(Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
1	Mr.R.Venkatraman	Engineering Practices Laboratory	MECH	B.E.	I/II/A	Yes	Yes	Yes	100	Yes			
2	Mr.S.Naveen Kumar	Engineering Practices Laboratory	EEE	B.E.	1/11	Yes	Yes	Yes	100	Yes			Mysepr Acodys
3	Mr.R.Vinothkumar	Engineering Practices Laboratory	ECE-A	B.E.	I/II/A	Yes	Yes	Yes	100	Yes	District		(I) (I) (I) (I)
4	Mr.S.V.Giri Prasad	Engineering Practices Laboratory	ECE-B	B.E.	I/II/B	Yes	Yes	Yes	100	Yes		18-7	
5	Mr.A.Kamalakkannan	Engineering Practices Laboratory	CSE-A	B.E.	I/II/A	Yes	Yes	Yes	100	Yes	10.76 (20.76)	10	
6	Mrs.A.Elavarasi	Engineering Practices Laboratory	CSE-B	B.E.	I/II/B	Yes	Yes	Yes	100	Yes			
7	Mr.M.Vinoth	Engineering Practices Laboratory	CSE-C	B.E.	I/IIC	Yes	Yes	Yes	100	Yes		and the second	grandige Potes
8	Mr.R.Venkatraman	Engineering Practices Laboratory	IT	B.E.	1/11	Yes	Yes	Yes	100	Yes			
9	Mr.S.Nandha Kumar	Engineering Practices Laboratory	CSBS	B.E.	1/11	Yes	Yes	Yes	100	Yes			
10	Mr.P.Karthikeyan	Engineering Practices Laboratory	CIVIL	B.E.	1/11	Yes	Yes	Yes	100	Yes			
11	Mr.K.Mugundhan	Engineering Mechanics	MECH	B.E.	1/11	Yes	Yes	Yes	100	Yes	Signal Street		
12	Mr.N.Kamalakkannan	Engineering Mechanics	CIVIL	B.E.	I/II	Yes	Yes	Yes	100	Yes	or contract	Tell to seque	Barry (Sala)
13	Mr.P.Elambarathi	Environmental Science And Engineering	CIVIL	B.E.	1/11	Yes	Yes	Yes	100	Yes	on kitto inglesie		
14	Mr. P.Vijay	Basic Civil and Mechanical Engineering	EEE	B.E.	1/11	Yes	Yes	Yes	100	Yes			
15	Ms.K.Banupriya	Engineering Mathematics-	EEE	B.E.	1/11	Yes	Yes	Yes	100	Yes			
16	Mrs.B.Indumathi	Physics for Information Science	CSE-C	B.E.	I/IIC	Yes	Yes	Yes	100	Yes			in euros
17	Mr.S.Ramesh	Statistics and Numerical Methods	месн	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes			
18	Mr.P.Madheswaran	Statistics and Numerical Methods	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes	39.59		1.15/1/34
19	Mr.J.Prakash	Kinematics of Machinery	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes	II/I √ /B	Yes	

780			ī)—		1	-	
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file	(B) Log book	(C) Innovative Teaching	(D) Percentage of syllabus coverage	(E) CO Assessment carried out (Yes/No)	(F) Class Advisor File		Remarks*
0.140	r acuty Name	Course Name	Department	Programme		completed(Yes/No)	completed(Yes/No)	Practiced (Yes/No)			Year/Sem	completed(Yes/No)	(Yes/No)
20	Mr.S.Santhosh	Kinematics of Machinery	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes			
21	Mr.T.Dheenathayalan	Manufacturing Technology – II	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes	II/IV/A	Yes	
22	Mr.S.Karthick	Manufacturing Technology – II	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes			
23	Mr.K.Mugundhan	Engineering Metallurgy	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes	No. of the second		
24	Mrs.A.Elavarasi	Engineering Metallurgy	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes			
25	Mr.C.Eswaramoorthy	Strength of Materials for Mechanical Engineers	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes	proses	100	
26	Mr.A.Selvakumar	Strength of Materials for Mechanical Engineers	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes	100		. The state of the
27	Mr.S.Surendar	Thermal Engineering- I	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes			4.10.00
28	Mr.P.Vijay	Thermal Engineering- I	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes			
29	Mr.T.Dheenathayalan	Manufacturing Technology Laboratory – II	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes			
30	Mr.S.Karthick	manuracturing Technology Laboratory –	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes	No.		
31	Mr.J.Prakash & Mr.S.Surendar	Strength of Materials and Fluid Mechanics and Machinery	MECH	B.E.	II/IV/A	Yes	Yes	Yes	100	Yes			
32	Mr.A.Selvakumar & Mr.P.Vijay	Strength of Materials and Fluid Mechanics and Machinery	MECH	B.E.	II/IV/B	Yes	Yes	Yes	100	Yes			pitali 2-12
33	Mr.K.Anandkumar	Advanced Reading and Writing	MECH	B.E.	II/IV/A/B	Yes	Yes	Yes	100	Yes	r primania	1,00052	Januar 1999
34	Mr.S.Sureshbalaji	Design of Transmission Systems	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes			group de Malaine.
35	Mr.C.Eswaramoorthy	Design of Transmission Systems	МЕСН	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes			AND THE
36	Mr.S.V.Giri Prasad	Computer Aided Design and Manufacturing	МЕСН	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes	P. S. Welles and J. S.		\$1.00 X 40 X
37	Mr. N.Kamalakannan	Computer Aided Design and Manufacturing	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes			mones et mili
38	Mr.D.Madhan	Heat and Mass Transfer	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes			
39	Mr. V.Karthikeyan	Heat and Mass Transfer	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes			paganaw.

								(
S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file completed(Yes/No)	(B) Log book completed(Yes/No)	(C) Innovative Teaching Practiced (Yes/No)	(D) Percentage of syllabus coverage	(E) CO Assessment carried out (Yes/No)	Class A	(F) dvisor File	Remarks
	Manual territoria	Vago Station to the street						(103/140)		(163/140)	Year/Sem	completed(Yes/No)	(Yes/No)
40	Mr.S.Naveenkumar	Finite Element Analysis	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes	1-12 20 -17		
41	Mr.S.Rajeshkannna	Finite Element Analysis	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes	A comment		America 18
42	Dr.K.S.Prabhakaran	Hydraulics and Pneumatics	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes	III/VI/A	Yes	
43	Mr.S.Nandhakumar	Hydraulics and Pneumatics	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes	1/11	Yes	
44	Mr.G.Thangaraj	Automobile Engineering	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes	45		ring the till (c
45	Mr.R.Vinothkumar	Automobile Engineering	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes			
46	Mr. S.Santhosh	CAD / CAM Laboratory	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes			
47	Mr. S.Rajeshkannna	CAD / CAM Laboratory	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes			
48	Dr. K.S.Prabhakaran	Design and Fabrication Project	MECH	B.E.	III/VI/A	Yes	Yes	Yes	100	Yes			
49	Mr. V.Karthikeyan	Design and Fabrication Project	MECH	B.E.	III/VI/B	Yes	Yes	Yes	100	Yes	III/VI/B	Yes	
50	Mr. K.Anandkumar	Professional Communication	MECH	B.E.	· III/VI/A/B	Yes	Yes	Yes	100	Yes		4.	
51	Mr. M.Vinoth	Principles of Management	MECH	B.E.	IV/VIII/A	Yes	Yes	Yes	100	Yes	1		
52	Mr. P.Karthikeyan	Principles of Management	MECH	B.E.	IV/VIII/B	Yes	Yes	Yes	100	Yes			
53	Mr. S.Dheepak	Principles of Management	MECH	B.E.	IV/VIII/C	Yes	Yes	Yes	100	Yes			
54	Dr. N.Panneer Selvam	Principles of Management	MECH	B.E.	IV/VIII/D	Yes	Yes	Yes	100	Yes			
55	Mr. M.Sathyanathan	Professional Ethics in Engineering	MECH	B.E.	IV/VIII/A	Yes	Yes	Yes	100	Yes			
56	Mr. R.Venkatraman	Professional Ethics in Engineering	MECH	B.E.	IV/VIII/B	Yes	Yes	Yes	100	Yes			
57	Dr. K.Visagavel/ Mr.D.Madhan	Professional Ethics in Engineering	MECH	B.E.	IV/VIII/C	Yes	Yes	Yes	100	Yes			
58	Mr. A.Kamalakkannan	Professional Ethics in Engineering	MECH	B.E.	IV/VIII/D	Yes	Yes	Yes	100	Yes			
59	Mr. M.Vinoth	Project Work	MECH	B.E.	IV/VIII/A	Yes	Yes	Yes	100	Yes	IV/VIII/A	Yes	
60	Mr. P.Karthikeyan	Project Work	MECH	B.E.	IV/VIII/B	Yes	Yes	Yes	100	Yes	IV/VIII/B	Yes	

S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file completed(Yes/No)	(B) Log book completed(Yes/No)	(C) Innovative Teaching Practiced (Yes/No)	(D) Percentage	(E) CO Assessment	(F) Class Advisor File		Remarks*
									of syllabus coverage	carried out (Yes/No)	Year/Sem	completed(Yes/No)	(Yes/No)
61	Mr. S.Dheepak	Project Work	MECH	B.E.	IV/VIII/C	Yes	Yes	Yes	100	Yes	IV/VIII/C	Yes	
62	Mr. A.Kamalakkannan	Project Work	MECH	B.E.	IV/VIII/D	Yes	Yes	Yes	100	Yes	IV/VIII/D	Yes	G F 181 (1977)
63	G.Thangaraj	Fire Engineering and Explosion Control	MECH	M.E.	1/11	Yes	Yes	Yes	100	Yes			
64	T.Dheenathayalan	Computer Aided Hazard Analysis	MECH	M.E.	1/11	Yes	Yes	Yes	100	Yes	EST TO HOUSE LINES		
65	G.Thangaraj	Safety in Chemical Industries	MECH	M.E.	I/II	Yes	Yes	Yes	100	Yes	1/11	Yes	
66	Dr.N.Panneer Selvam	Transport Safety	MECH	M.E.	1/11	Yes	Yes	Yes	100	Yes			
67	T.Dheenathayalan	Industrial Safety Laboratory	MECH	M.E.	1/11	Yes	Yes	Yes	100	Yes			
68	Mr.S.Naveenkumar	Technical Seminar - II	MECH	M.E.	1/11	Yes	Yes	Yes	100	Yes	II/IV	Yes	
69	Dr.N.Panneer Selvam	Project Work (Phase II)	MECH	M.E.	II/IV	Yes	Yes	Yes	100	Yes	1,500 11		

Table 1-Academic audit report

*If Remarks is any, attach separately in table 2

S.No Faculty Name	label	Remarks	Corrective Action(CA)	Signature of Auditor

Table 2-Remarks and Corrective Action(CA) report

Team Head/Auditors

Overall AAC Coordinator

Principal

KNOWI	LEDGE INSTITUTE OF	TECHNOLO	OGY, SALEM	- 637 504		
Acade	emic and Administrative	Audit (AAA	A) – Summary	Sheet		
Department	Mechanical Engineerin	ng	Date	18.02.2022		
Period of Audit	14.02.2022 - 17.02.2022	2				
¥)	Acader	nic Audit				
Key	Strengths		Major Weak	inesses		
Model based Teacl problems	ning and Open ended					
	Administ	rative Audit				
_ Key	Strengths		Major Weak	nesses		
1.Patents file 2.Time Table file	Suggestions f	All documents are available but need to be rearranged as per the index.				
Acade	emic Audit			e Audit		
1. Hard copy of Pro	oof need to be maintained aching practiced.	Administrative Audit 1.Student's publication file need to be improved 2. Programs organized details need to be updated in file then and there.				
	ata		8_			
Auditor	– Team Head	PRINCIPAL				

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN SEMESTER)

Department:

ECE

Date: 16.02.22

Time: 09:30AM-04:30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation	1 30 1	
1.1	Anna University and College Calendar	YES	
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	YES	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	YES	
3.2	Course allocation file	YES	
3.3	Time table file		
	a) Master time table file b) Individual faculty time table file	YES	
4.0	Class Committee Meetings		3.0
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	YES	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)		N I VID
5.1	Faculty meeting file (Agenda and Minute of Meeting)	YES	
5.2	Class advisors meeting file	YES	2 145
6.0	Syllabus completion monitoring	Panegarahi	A TIS
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	9-5.068	
7.0	IAT performance review and remedial classes	Lametrick	H H
7.1	IAT time table file	YES	
7.2	IAT invigilation duty file	YES	
7.3	Result analysis file	YES	
7.4	Course file (Refer Annexure – A, B & C)	YES	
8.0	Arrear coaching	The Martine	
8.1	Arrear coaching class time table file	YES	
8.2	Arrear coaching class file	YES	
9.0	University results and improvement measures		
9.1	University results analysis file	YES	100
10.0	Mid semester faculty appraisal by students		

10.1	Mid semester feedback file	YES	
11.0	End semester faculty appraisal by students	DE N	
11.1	End semester feedback file	YES	
12.0	Sufficiency of text and reference books in central and department library		B13/35 1
12.1	Central and Department library stock register	YES	
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	YES	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	YES	
15.0	E-content development by faculty	YES	
16.0	Use of LMS by faculty	NO	
17.0	Use of Campus ERP by faculty	NO	(
17.1	ERP file	YES	
18.0	CO-PO-PSO attainment and curriculum improvement	IES	
	CO-PO-PSO attainment file	VEC	
	Curriculum gap identification file	YES	1
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)	Processing	Umpleted 87
	CC, VAC and VET file		
	Participation level (%) of students in CC, VAC and VET	YES	
	Refer 19.1	TES	
21.0	Social club activities and participation level (%) of students	YES	
	Students participation in Co-curricular activities file	TES	
	Students participation in Extra-curricular activities file		
	FDPs attended by faculty	YES	
	FDP file	TLS	
23.0	SDPs attended by Supporting Staff	NO	
60113300	Mentor-Mentee system	YES	
	Mentor mentee file	IES	•
	Conduction of Programme Assessment Committee (PAC) and		
23.0	QIC meetings	YES	
	PAC file		
	QIC file		
	Student feedback systems and implementation		
26.1 E	ERP file	YES	

27.0	Student grievances and redressal	YES	
27.1	Student grievance file		
27.2	Redressal file	filtraen a	
28.0	Programs organized for faculty and staff	YES	
29.0	Programs organized for students through various clubs	00 1684.6	
29.1	List of clubs (Agenda and Minutes of Meeting)	YES	1 274
30.0	Participation level (%) of students in competitions and achievements	YES	
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	YES	
32.0	Percentage rate of placement and salary levels	J. 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
32.1	Department placement file	YES	
33.0	Percentage rate of higher studies students (India and Abroad)	result and the	2 12
33.1		YES	EX 11.82
34.0	Percentage rate of participation in competitive exam and success rate	ricers Farmer) 0.4%
34.1	Competitive exam file	YES	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	YES	
36.	Publications in journals (IJ / NJ) and citations	YES	
36.1	Publication in International and National journals and citations file		
37.	Publication in Conferences (IC & NC)	YES	
37.	Publication in International conference file		
37.	Publication in National conference file	167 TENSE	HITTER !
38.	Awards and recognition by Dept., faculty and students	YES	al a
38.	Faculty Award and recognition files	14.147	
38.	2 Students Award and recognition files	4	
39.	MOU with industry and III activities and guest lectures	YES	1191
39.	MOU file	no to contract	1223
39.	2 III activities files		
40.	Laboratory up gradation	YES	
40.	1 Laboratory stock register		
41.	New lab established	YES	
41.	1 Laboratory stock register		
42.	Maintenance of department facilities	YES	
42.	Maintenance register		

43.0	Department level alumni engagement (No. of Alumni / Year)	YES	6
43.1	Alumni files	Girman Manu	The same
44.0	Road map of the department	YES	
44.1	Department road map	nelso america	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	YES	J 105
46.0	IPR and Patents	YES	12
46.1	IPR file		
46.2	Patents file		
47.0	Consultancy	Processing	Campking
47.1	Consultancy file	ECHEROR	S
48.0	Students Research Papers	No activity	0.75
48.1	Students Research Paper file	is followed total	
49.0	Contest Participation & prizes	YES	G WAS
49.1	Contest Participation & prizes files		
50.0	Students Intra & Inter-Institute Paper Presentations	YES	
50.1	Students Intra & Inter-Institute Paper Presentations file	reducing penals	T UEL P

Audited by:

S.No	Name of the Auditor	Designation	Department	Signature with Date
1.	8-Kalpanadevi	ASP	EEE	Polyli.
2.	P. Madhan Roj	AP	EBE	E The store

IQAC - Coordinator

PRINCIPAL

KNOWLEDGE INSTITUTE OF TECHNOLOGY.SALEM - 637 504

Academic Year- EVEN (2020-2021)

Academic and Administrative Audit Report

Department: ECE

Semester: FVEN

Date: 23/03/22 (C) Remarks* (F) (E) (A) (B) (D) CO Year/Sem/S Course file Log book Innovative Percentage S.No. Faculty Name Course Name Programme Department Assessment Year/ completed completed completed Teaching of syllabus (Yes/No) (Yes/No) carried out Sem (Yes/No) (Yes/No) Practiced coverage (Yes/No) (Yes/No) Yes Yes Dr.N.Santhiyakumari ECE B.E IV/VIII/A Yes Yes 100 % DIP Dr.M.Thangavel -_ -Yes ECE BE IV/VIII/A Yes Yes 100% PSP Yes Yes 3 Mr.V.Sarayanan VLSI Design ME II/IV Yes Project Phase II You 1004. Yes VLSI Design M.E I/II Yes VSP Yes Yes Yes 100% Yes Yes Yes 4 Dr.P.Shanmuga Sundaram ECE BE IV/VIII/B 1001/ PEE Yes Yes Yes 401 ECE BE III/VI/A Yes WN 100% Mr.M.Sriniyasan Yes Yes 100% ECE BE III/VI/B Yes Yes MPMC LAB ECE B.E I/II/A Yes Yes Yes 100% Yes ECE B.E IV/VIII/A&B Yes 100 % Project Work Yes Yes Mr.R.Shanmuga Sundaram B.E Yes Yes EMF ECE II/IV/A Yes 100%. Yes/No 50/5 ECE B.E III/VI/A Yel Yes WC Yer Yes 100% ECE B.E III/VI/A Yel MPMC Yes Yes Yes 100% Mr.S.Premkumar ECE B.E III/VI/A Yes Yes MPMC LAB 100% Yos Yes ECE BE I/II/B Yes Yes CA Yes 100 % Yes ECE BE III/VI/A Yes Yes POM 100% Mr.M.Chandraman ECE BE III/VI/B Ye 1 Yos Yes POM 100% Yes ECE BE I/II/A Yes C&D LAB Yes Yes 100% ECE B.E IV/VIII/A&B Yes. Project Work Yes YOL Yes 100% Mr.S.Veerakumar ECE B.E III/VI/A You TLRF Yes Yes loov. Yes ECE B.E II/IV/A LIC Yes Yes Yes 100 V 10 Mr.G.Rajamanickam ECE B.E II/IV/A Yes Yes LIC LAB 405 Yes 100% ECE BE I/II/A Yes Yes Yes ED Yes 100% Yes ECE B.E II/IV/B Yes Yes LIC Yes 100% 11 Mrs.T.Devika Yes Yes Yes ECE B.E II/IV/B LIC LAB 294 100% Yes Yes Yes ECE B.E I/II/B Yes ED

								(C)		(E)		(F)	Remarks*
S.No.	Faculty Name	Course Name	Department	Programme	Year/Sem/S ec	(A) Course file completed (Yes/No)	(B) Log book completed (Yes/No)	Innovative Teaching Practiced (Yes/No)	(D) Percentage of syllabus coverage	CO Assessment carried out (Yes/No)	Year/ Sem	completed (Yes/No)	Remarks* (Yes/No)
		SC	ECE	B.E	IV/VIII/B	Yes	Yes	Yes	1004,	Yes	160		
12	Mr.N.Vigneshwaran	WC	ECE	B.E	III/VI/B	Yes	Yez	Yes	100%	Yes			
12	Wir.iv. v ignesiiwaran	Technical Seminar	ECE	B.E	III/VI/A	Yes	Yes	Yes	100%	Yes			
		EP LAB CSE	ECE	B.E	I/II/B	Yes	Yes	Yes	100%	Yes			
		VLSI Design	ECE	B.E	III/VI/A	Yes	Yes	Yes	100%	Yes			
12	Mr.V.Nagaraj	VLSI Design Lab	ECE	B.E	III/VI/A	Yes	Yes	Yes	100%	Yes			
13	Mr. v .Nagaraj	TVC	VLSI Design	M.E	I/II	yen	Yes	Yes	1001.	- Yes			
		DPSD	CSE	B.E	II/IV/A	Yes	Yes	Yes	100%	Yes			
	4 Mr.A.Arun	МРМС	ECE	B.E	III/VI/B	Yes	Yes	Yes	100%	Yes			
14		EC II	ECE	B.E	II/IV/B	Tes	Yes	Yes	100%	Yes			
		CD & S LAB	ECE	B.E	II/IV/B	Yes	Yes	Yes	100%	Yes			
		WN	ECE	B.E	III/VI/B	Yes	Yes	Yes	100%	Yes	10 18	7677	
15	Mr.M.Dinesh kumar	CŤ	ECE	B.E	II/IV/B	Yes	Yes	Yes	100%.	Yes			
13	Wir.Wi.Diffesh Kumar	Technical Seminar	ECE	B.E	III/VI/B	Yes	Yes	Yes	100%	Yes			
		EP LAB CSE	ECE	B.E	I/II/A	Yes	Yes	Yes	100%	Yes			
	fight grow in the contract	VLSI Design	ECE	B.E	III/VI/B	Yes	Yes	Yes	looy.	Yes			
16	Mrs.R.Hemalatha	VLSI Design Lab	ECE	B.E	III/VI/B	Yes	Yes	Yes	looy.	Yes			
	the transfer of the second	DPSD	CSE	B.E	II/IV/B	Yes	Yes	Yes	100%	Yes			
		СТ	ECE	B.E	II/IV/A	Yes	Yes	Yes	100%	Yes			White De
17	Mr.V.Vimalraj	CD & S LAB	ECE	B.E	II/IV/A	Yes	Yes	Yes	1001	Yes			
		SIHSD	VLSI Design	M.E	I/II	Yes	Yes	Yes	100%.	Yes			
		EC II	ECE	B.E	II/IV/A	Yes	Yes	Yes	100%	Yes		March Control	
10	Mr.K.Gopi	C&D LAB	ECE	B.E	I/II/B	Yes	Yes	Yes	100%	Yes			
18	Mr.K.Gopi	DAFSC	VLSI Design	M.E	I/II	Yes	Yes	Yes	1004	Yes			
n guille		VDL II	VLSI Design	M.E	VII	Yes	Yes	Yes	100%	Yes	1500		1000
		TLRF	ECE	B.E	III/VI/B	Yes	Yes	Yes	100%	Yes.			
19	Mr.T.Praveenkumar	EP LAB ECE	ECE	B.E	I/II/A	Yes	Yes	Yes	100%	yes			The wars.
19	WIT. I .F Faveenkumar	LPVD	VLSI Design	M.E	I/II	Yes	Yes	Yes	100%	Jes		0.000	11 6 3
		TPWS	VLSI Design	ME	I/II	Yes	Yes	Yes	100%	Yes			

(C) (F) Remarks* (E) (A) (B) (D) CO Year/Sem/S Course file Log book Innovative Percentage S.No. Faculty Name Course Name Programme Department Assessment Year/ completed Teaching completed completed of syllabus (Yes/No) carried out Sem (Yes/No) (Yes/No) (Yes/No) Practiced coverage (Yes/No) (Yes/No) Yes ECE B.E Yes II/IV/B EMF Yes 1004. 20 Mr.S.Hariharan **ECE** B.E I/II/B Yes Yes EP LAB ECE Yes 1504 VLSI Design 1004. M.E I/II ESD III/VI/ A&B Yes **ECE** B.E 100% Yes 21 Dr.T.K.Santhi ECE B.E I/II/A 400 TE Yes Yes Yes 100 Yes ECE B.E I/II/B Yes Yes TE Yes 100% ECE B.E Yes Yes PEE I/II/A Yes Yes 100% 22 Mrs.P.Shyamala Devi ECE B.E I/II/B Yes PEE Yes Yes 100% ECE BE I/II/A ¥/80 Yes 2/1 Yes EM II X 00 1 23 Mrs.J.Saritha ECE B.E I/II/B Yes Yes Yes Yes 工位 EM II 1004 Yes Yes ECE B.E II/IV/ A Yes PRP Yes 1004 24 Mr.T.Raja Yes Yes Yes ECE B.E II/IV/B Yes 1001

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	label	Remarks	Corrective Action(CA)	Signature of
1.0	S. kalpanadevi	ASPIECE			Auditor
2 . 8	MahonRat	APIGEE			705

Table 2-Remarks and Corrective Action(CA) report

Team Head/Auditors

Overall AAC Coordinator

Principal

Department Period of Audit	Electronics and Comm Engineering		A) – Summary	Sheet	
Period of Audit	Engineering	nunication			
			Date	16.2.2022	
	14.02.2022 to 17.02.20	022			
	Acade	mic Audit			
Key	Strengths		Major Weakr	nesses	
Timely documentati members have cours	ion is done. All the faculty se file	pedagogy to	be improved.	ve teaching learnings completion to be	
	Administ	rative Audit			
Key	Strengths	Major Weaknesses			
Proof for all activities are well documented		QIC and PAC updation to be improved			
	Suggestions f	or improver	ment		
Acad	emic Audit		Administrative	Audit	
Students level puimproved	ublications need to be	Student p		utside institution	
Stei	ljodi.		PM		
	- Team Head		PRINCIPA	AL	

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN SEMESTER)

Department:

EEE

Date:

17.02.22

Time: 3:00-04:30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation	ell la su sum en s	
1.1	Anna University and College Calendar	YES	
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	YES	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	YES	
3.2	Course allocation file	YES	
3.3	Time table file		
	a) Master time table fileb) Individual faculty time table file	YES	
4.0	Class Committee Meetings	Parella massa	
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	YES	24
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	mat matter in	
5.1	Faculty meeting file (Agenda and Minute of Meeting)	YES	
5.2	Class advisors meeting file	YES	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	EGOLISKI KIIISK	
7.0	IAT performance review and remedial classes	A Latinoppe -	
7.1	IAT time table file	YES	
7.2	IAT invigilation duty file	YES	
7.3	Result analysis file	YES	17
7.4	Course file (Refer Annexure – A, B & C)	YES	
8.0	Arrear coaching		
8.1	Arrear coaching class time table file	YES	P () V
8.2	Arrear coaching class file	YES	
9.0	University results and improvement measures	211	17 1
9.1	University results analysis file	YES	16
10.0	Mid semester faculty appraisal by students		

10.1 M	Mid semester feedback file	YES	
11.0 E	End semester faculty appraisal by students	1822	
11.1 Er	End semester feedback file	YES	
170	Sufficiency of text and reference books in central and lepartment library		ARTEN, 16
12.1 Ce	Central and Department library stock register	YES	
13.0 Li	Library utilization by department faculty and students	Fire	
13.1	Department Library utilization by faculty and students (issue egister)	YES	
14.0 IC	CT usage of faculty (No. of Faculty utilized / Total Strength)	YES	
15.0 E-	E-content development by faculty	YES	
16.0 Us	Use of LMS by faculty	NO	
17.0 Us	Use of Campus ERP by faculty	(#K351225) 13 2 12 2 E	
17.1 EI	ERP file	Processing	Completed Refo
18.0 C	CO-PO-PSO attainment and curriculum improvement		
18.1 C	CO-PO-PSO attainment file	YES	
18.2 Cı	Curriculum gap identification file	YES	
190	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1 C	CC, VAC and VET file		1 1 1 1 1 1 1
20.0 Pa	Participation level (%) of students in CC, VAC and VET	YES	
	Refer 19.1		
21.0 Sc	Social club activities and participation level (%) of students	YES	
21.1 St	Students participation in Co-curricular activities file		
21.2 St	Students participation in Extra-curricular activities file		9
22.0 FI	FDPs attended by faculty	YES	
22.1 FI	FDP file		
23.0 SI	SDPs attended by Supporting Staff	NO	
24.0 M	Mentor-Mentee system	YES	
24.1 M	Mentor mentee file		
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	Processing	Conspleted Test
	PAC file		conference from
	OIC file		
	Student feedback systems and implementation	11 11 11 11 11 11 11 11 11 11 11 11 11 	
	ERP file	YES	

	The state of the s	YES	
	ident grievances and redressal		
27.1 Stu	ident grievance file		
	dressal file	YES	
28.0 Pro	ograms organized for faculty and staff	TLS	
	ograms organized for students through various clubs	YES	
29.1 Lis	st of clubs (Agenda and Minutes of Meeting)		
30.0 ac	hievements	YES	
31.0 G1	raduation rate and university ranks	VEC	
	raduation file (Exam Cell)	YES	
32.0 Pe	ercentage rate of placement and salary levels	VIEG.	
32.1 De	epartment placement file	YES	
Pe Pe	ercentage rate of higher studies students	ar will resid	88 <u>. Lon</u>
(1	ndia and Abroad)	YES	
33.1 H	ligher studies students files ercentage rate of participation in competitive exam and success	ngsaran'i seofe	NET LA
34 ()	ate		
	Competitive exam file	YES	117
	Funded proposals submitted and grants obtained		
	Funded project file	YES	10
	Publications in journals (IJ / NJ) and citations	YES	
36.1 P	Publication in International and National journals and citations file		
	Publication in Conferences (IC & NC)	YES	
	Publication in International conference file		
	Publication in National conference file	7	
38.0	Awards and recognition by Dept., faculty and students	YES	
	Faculty Award and recognition files	h 120.A	
	Students Award and recognition files		
39.0	MOU with industry and III activities and guest lectures	YES	1671
	MOU file	- (Y. 1
	III activities files		
	Laboratory up gradation	YES	
	Laboratory stock register		
	New lab established	YES	,
	Laboratory stock register	YES	
	Maintenance of department facilities		
42.1	Maintenance register		

43.0	Department level alumni engagement (No. of Alumni / Year)		48
43.1	Alumni files	YES	
44.0			
44.1	Road map of the department	YES	
44.1	Department road map	Charle Hills	- 191
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	YES	0.90
46.0	IPR and Patents	VEC	- Canada
46.1	IPR file	YES	
46.2	Patents file		107
47.0	Consultancy	VEG	
47.1	Consultancy file	YES	
48.0	Students Research Papers	aller delega	(midded) =
200000	Students Research Paper file	No activity	completed pos
300	Contest Participation & prizes		
	Contest Participation & prizes files	YES	
	Students Intra & Inter-Institute Paper Presentations		
		YES	
3.1	Students Intra & Inter-Institute Paper Presentations file		

Audited by:

S.No	Name of the Auditor	Designation	Department	Signature with Date
1.	R. Shanmuga Sundoran	Assiron Professor	FCE	A Paran 12/2
2.	A. PRUH	Assistant Professor	ECE	Am n/2 m

IQAC - Coordinator

PRINCIPAL

KNOWLEF E INSTITUTE OF TECHNOLOGY, SALEM - 637 5 Academic Year-(2020-2021)

Academic and Administrative Audit Report - 20-21

Department:

EEE

Semester:

EVEN

Date: 17.02.22

					Year/Sem/S	(A) Course file	(B) Log book	(C) Innovative	(D) Percentage	(E) CO Assessment	Class	(F) Advisor File	Remarks*
No.	Faculty Name	Course Name	Department	Programme	ec	completed (Yes/No)	completed (Yes/No)	Teaching Practiced (Yes/No)	of syllabus coverage	carried out (Yes/No)	Year/ Sem	completed (Yes/No)	(Yes/No)
1	Dr.C.Muniraj	EE8015/Electric Energy Generation, Utilization and Conservation	B.E(EEE)	B.E	IV/VIII/A	Yes		Yes	100	Yes		1-	
2	Mr.B.Sasikumar	ET5002 / Embedded Linux	M.E (EST)	M.E	I/II	Yes		Yes	100	Notables			
	XL D C	EE8602/Protection and Switchgear	B.E(EEE)	B.E	III/VI	Yes		Yes	(00	Yen			
2	Dr.P.A.Gowrisankar	IS5203/Electrical Safety	M.E(ISE)	B.E	I/II	Yes		Yes	100	Yes			-
		GE8261/Engineering Practices Laboratory	B.E(IT)	B.E	I/II	Pes		Yes	100	Yes			
		IC8451/Control Systems	B.E(EEE)	B.E	II/IV	Ves		Yes	(00	Yer			
3	Mrs.S.Kalpana Devi	EE8811/Project Work	B.E(EEE)	B.E	IV/VIII/A	Yes		Yes	160	4es			
		ET5005/Automotive Embedded System	M.E(EST)	B.E	I/II	Yes		Yes	00	Nolyes			
	-contract of the second	BE8253/Basic Electrical, Electronics and Instrumentation Engineering	B.E(MECH)	B.E	I/II	You		Pes	(00	Ye,			
4	Mr.S.E.Murthy	BE8261/Basic Electrical, Electronics and Instrumentation Engineering	B.E(MECH)	B.E	I/II	Yes		yes	(00	Yes			
	The state of the s	Laboratorv EE8015 /Electric Energy Generation, Utilization and Conservation	B.E(EEE)	B.E	IV/VIII/B	Yes		Yes	100	Yes			
5	Mr.B.Dhinesh	EE8412/Technical Seminar	B.E(EEE)	B.E	II/IV	Yes	-	Yes	100	teg			
-		EE8251/Circuit Theory	B.E(EEE)	B.E	I/II	Yes		yes	100	Yes	77m	yes	
		EE8261/Electric Circuits Laboratory	B.E(EEE)	B.E	I/II	Yes		Yes	(00	Yes			
6	Mr.M.Jagadeeshraja	ET5411/Project Work Phase II	M.E(EST)	B.E	II/IV	Yes		Fes	(00	Yes			
		ET5202/RISC Processor Architecture and Programming	M.E(EST)	B.E	I/II	Yes		Yes	100	Yes			
- 110		EE8601/Solid State Drives	B.E(EEE)	B.E	III/VI	Yes		Yes	(00	Yes	Til	Yes	
7	Mr.P.Balaji	EE8611/Power Electronics and Drives Laboratory	B.E(EEE)	B.E	III/VI	Yes		Yes	100	Yes		-	
		ET5203/Internet of Things	M.E(EST)	B.E	I/II	Yes		Yes	(00	Yes			
		EE8018/Microcontroller Based System Design	B.E(EEE)	B.E	IV/VIII/A	Yes		Yes	100	Yes			
8	Mrs.N.Divya	BE8254/Basic Electrical and Instrumentation Engineering	B.E(ECE-A)	B.E	I/II	Yes		Yes	00	Yes			
		EE8681/Microprocessors and Microcontrollers Laboratory	B.E(EEE)	B.E	III/VI	Yes	9	Yes	100	Yes			
i.		EE8402/Transmission and Distribution	B.E(EEE)	B.E	III/VI	Yes		Yes	(00	yes			
9	Mrs.K.Yadhari	BE8254/Basic Electrical and Instrumentation Engineering	B.E(ECE-B)	B.E	I/II	Yes	1	Yes	100	ten			
	Con Chapter of	GE8261/Engineering Practices Laboratory	B.E(CIVIL)	B.E	I/II	Yes		Yes	100	Pes		- 54	
		EE8401/Electrical Machines - II	B.E(EEE)	B.E	II/IV	Yes		Yes	(00	Yes			
10	Mr.D.Ragul	EE8411/Electrical Machines Laboratory – II	B.E(EEE)	B.E	II/IV	Yes		Yes	(00	yes			
		BE8255/Basic Electrical, Electronics and Measurement Engineering	B.E(CSE-C)	B.E	I/II	Vien		Yes	(00	· Yes			

	EE8018/Microcontroller Based System Design	B.E(EEE)	B.E	IV/A/III/D	VI.		Ι.				
1 Mr.P.Naveenkumar	BE8255/Basic Electrical, Electronics and Measurement Engineering	B.E(CSE-A)	B.E	IV/VIII/B	Yess	Yes	100	tes			
i Wil.F.Naveenkumar	EE8811/Project Work	B.E(CSE-A)		I/II	Yes	Yes	100	Yes			
	ET5251/Real Time Operating Systems	M.E(EST)	B.E	IV/VIII/B	Yes	Yes	100	Yes			
	EE8451/Linear Integrated Circuits and Applications	B.E(EEE)	M.E B.E	I/II	yes	Yes	100	4.es			
Mr.R.Kathiresan	EE8611/Mini Project	- B.E(EEE)	B.E	II/IV	Yes	Yes	(00)	Yes	RIV	Yes	
Wir.K.Kaumesan	BE8251/Basic Electrical and Electronics Engineering	B.E(CIVIL)	B.E	III/VI I/II	Yes	Yes	(00	Yes			
	ET5201/Pervasive Devices and Technology	M.E(EST)	B.E	I/II	Yes	Yes	(00	Yes			
	EE8403/Measurements and Instrumentation	B.E(EEE)	B.E	II/IV	Yes	Yes	100	Yes			
Mrs.P.Rekha	EE8691/Embedded Systems	B.E(EEE)	B.E	III/VI	Yes	Jes	(00)	Yes		201,	
Wils.i .Rekila	EE8461/Linear and Digital Integrated Circuits Laboratory	B.E(EEE)	B.E	II/IV	Yes	Tes	(00	Yes		1 111	
	ET5211/Embedded System Lab-II	M.E(EST)	B.E	I/II	yes	Yes	100	Yes			
Mr.M.Rajasekar	GE8075/Intellectual Property Rights	B.E(EEE)	B.E	III/VI	Yes	Yes	100	You			
	GE8261/Engineering Practices Laboratory	B.E(EEE)	B.E	I/II	Yes	Yes	(00	Yen	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
	EE8006/Power Quality	B.E(EEE)	B.E	III/VI	Yes Yes	Yes	100	Yes			
Mr.G.Karthikeyan	BE8255/Basic Electrical, Electronics and Measurement Engineering	B.E(CSE-B)	B.E	I/II	as a	Yes		Yes			
	GE8261/Engineering Practices Laboratory	B.E(MECH)	B.E	I/II		Yes	100	Yes			
Mrs.V.Kiruthiga Devi	BE8255/Basic Electrical, Electronics and Measurement Engineering	B.E(IT&CSBS	B.E	I/II	Yes	Yes	100	Yes		A. 3	
V.Ixii uuliga Devi	GE8261/Engineering Practices Laboratory	B F(CSBS)			Yes	Tes	(00)	yes			
	GE0201/Engineering Practices Laboratory	B.E(CSBS)	B.E	I/II c audit report	Yes	Yes	(32	Yes			

*If Remarks is any, attach separately in table 2

No Faculty Name	label	Remarks		
	Marie III and the second of th	ronard	Corrective Action(CA)	Signature of Auditor

Team Head/Auditors

Table 2-Remarks and Corrective Action(CA) report

Overall AAC Coordinator

Academ			
7,000011	nic and Administrative	Audit (AAA) – Summar	y Sheet
Department	EEE	Date	23/03/22
Period of Audit	14.02.2022 to 17	.02.2022.	
	Acaden	nic Audit	
Key S	trengths	Major Weak	nesses
* All faculties file as per * Invovation in Supporting me	check list.	* Awangement of in the Isles is	-content missing
	Administr	rative Audit	
Key S	trengths	Major Weak	nesses
* All files an	e available	* Updation of Alard and arrangement	chimines to a needed
	Suggestions for	or improvement	
Acade	Suggestions for mic Audit	or improvement Administrativ	ve Audit
		-	
	mic Audit ev of Repelaion ent	Administrativ	

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN SEMESTER)

Department: CIVIL

Date: 17.02.2022

Time: 09.30 AM- 04.30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar	Yes	44.7%
2.0	Department Academic Calendar		th. St.
2.1	Department Academic Calendar	Yes	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	
3.3	Time table file		L
	a) Master time table file b) Individual faculty time table file	Yes	Laway
4.0	Class Committee Meetings	sout-i volugos	
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)	of and alain	
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring	Sities Eurotiga	
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	-
7.0	IAT performance review and remedial classes	between 196	T DEE
7.1	IAT time table file	Yes	1 12
7.2	IAT invigilation duty file	Yes	1 14/11
7.3	Result analysis file	Yes	1 60.12
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching	lo vici o lagi	1. 9.5T
8.1	Arrear coaching class time table file	Yes	
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures		
9.1	University results analysis file	Yes	i Dia
10.0	Mid semester faculty appraisal by students		
10.1	Mid semester feedback file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
11.0	End semester faculty appraisal by students		
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library	(1) (88)	
12.1	Central and Department library stock register	Yes	
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	- 1	0.5
17.0	Use of Campus ERP by faculty		
17.1	ERP file	Yes	
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	Yes	
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file	Yes	1.9
20.0	Participation level (%) of students in CC, VAC and VET		
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty		
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system		
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings		
25.1	PAC file	Yes	
25.2	QIC file	Yes	
26.0	G. 1 . C. II . I sustains and implementation		
26.1	ERP file	Yes	
27.0	a. 1 and radrassal		
27.1	Student grievance file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.2	Redressal file	No	Complete
28.0	Programs organized for faculty and staff	Yes	
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements		
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file	Yes	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	Yes	
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file	Yes	
39.2	III activities files	Yes	1800
40.0	Laboratory up gradation	The state of the s	
40.1	Laboratory stock register	Yes	
41.0	New lab established		
41.1	Laboratory stock register	Yes	*
	Maintenance of department facilities	1 65	
	Maintenance register		
	Department level alumni engagement (No. of Alumni / Year)	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
43.1	Alumni files	Yes	
44.0	Road map of the department		
44.1	Department road map	Yes	1017-017
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	9.10
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	
47.0	Consultancy		
47.1	Consultancy file	Yes	
48.0	Students Research Papers		
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1	Mrs.S.VIMALA	AP/MBA	Shear
2	Mrs.T.SUGANYA	AP/MBA	J Sugarya

IQAC - Coordinator

PRINCIPAL

KNOWLED 3 INSTITUTE OF TECHNOLOGY, SAL M - 637 504

Academic Year: 2020-21 Academic Audit Report

Department: Civil Engineering

Semester: Even

Date: 17. 09.22

		1-1-1			Year/	(A)	(B)	(C)	(D)	(E)	(I Class A		Remarks*			
S. No.	Faculty Name	Course Name	Depart ment	Programme	Sem. / Sec.	Course file Completed (Yes/No)	Log book Completed (Yes/No)	Innovative Teaching Practiced (Yes/No)	Percentage of Syllabus Coverage	CO Assessment Carried Out (Yes/No)	Year / Sem.	Completed (Yes/No)	(Yes/No)			
1	Mr.U.Balamurugan	Numerical Methods	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes						
		Construction Techniques and Practices	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes						
2	Mr.L.Krishnan	Strength of Materials Laboratory	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes	IV/VIII	Yes				
		Structural Analysis II	Civil	B.E. Civil	III/VI	Yes	No	Yes	Yes	Yes						
	7	Strength of Materials II	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes		i pisa	Fur -			
3	Mr.J.Gopi Krishna	Highway Engineering	Civil	B.E. Civil	III/VI	Yes	No	Yes	Yes	Yes	Plan					
	Landard Transmission	Highway Engineering Laboratory	Civil	B.E. Civil	III/VI	Yes	No	Yes	Yes	Yes						
		Applied Hydraulic Engineering	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes			4			
4	Mr.N.Sadham Hussain	Irrigation and Environmental Engineering Drawing	Civil	B.E. Civil	III/VI	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	III/VI	No	
		Geo-Environmental Engineering	Civil	B.E. Civil	IV/VIII	Yes	No	Yes	Yes	Yes		-10-5				
	La Nacional V	Concrete Technology	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes	1 1/8					
5	Mr.P.Selvakumar	Design of Steel Structural Elements	Civil	B.E. Civil	III/VI	Yes	No	Yes	Yes	Yes	II/IV	Yes				
		Project Work	Civil	B.E. Civil	IV/VIII	Yes	No	Yes	Yes	Yes						
6	Mr.S.Pradeep Kumar	Soil Mechanics	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes	Yes						
J	Wil.S. Fadeep Kuniar	Wastewater Engineering	Civil	B.E. Civil	III/VI	Yes	No	Yes	Yes	Yes			12.			

Faculty Name	Course Name	Depart		Year/	(A)	(B)	(C) Innovative	(D)	(E)			Remarks*
		ment	rogramme	Sem. / Sec.	Completed (Yes/No)	Completed (Yes/No)	Teaching Practiced (Yes/No)	Syllabus	Assessment Carried Out	Year / Sem.	eted	(Yes/No)
	Hydraulic Engineering Laboratory	Civil	B.E. Civil	II/IV	Yes	No	Yes	Yes			0)	
	Irrigation Engineering	Civil	B.E. Civil	III/VI	Yes	No	Ves					La
	*** *	Civil	B.E. Civil	II/IV	Yes	No						
M.S.Frabakaran / English	Professional	Civil	B.E. Civil	III/VI	Yes							
Mr.V.Gowtham Kumar	Ground Improvement	Civil	B.E. Civil	III/VI	4-289 364,504	(A)					A CONTRACTOR	ikalahi eda a
Dr.P. Manikandan	Maintenance, Repair and	Civil	B.F. Civil	IV/A/III			ies	Yes	Yes	,		
	Dr.G.Sivanatarajan Mr.S.Prabakaran / English Mr.V.Gowtham Kumar	Dr.G.Sivanatarajan Hydraulic Engineering Laboratory Irrigation Engineering Advanced Reading and Writing Professional Communication Mr.V.Gowtham Kumar Ground Improvement Techniques	Dr.G.Sivanatarajan Hydraulic Engineering Laboratory Irrigation Engineering Civil Advanced Reading and Writing Professional Communication Mr.V.Gowtham Kumar Ground Improvement Techniques Maintenance, Repair and Minimaterian Repair and Maintenance, Repair and Maintenance, Repair and Maintenance, Repair and Maintenance, Repair and Civil	Dr.G.Sivanatarajan Hydraulic Engineering Laboratory Irrigation Engineering Civil B.E. Civil B.E. Civil Advanced Reading and Writing Professional Communication Mr.V.Gowtham Kumar Ground Improvement Techniques Maintenance, Repair and Mineral Programme Civil B.E. Civil B.E. Civil B.E. Civil	Dr.G.Sivanatarajan Hydraulic Engineering Laboratory Irrigation Engineering Civil B.E. Civil III/VI Advanced Reading and Writing Professional Communication Mr.V.Gowtham Kumar Dr.P. Manikandan Hydraulic Engineering Civil B.E. Civil III/VI B.E. Civil III/VI B.E. Civil III/VI B.E. Civil III/VI Civil B.E. Civil III/VI B.E. Civil III/VI B.E. Civil III/VI B.E. Civil III/VI Maintenance, Repair and Maintenance, Repair and	Faculty Name Course Name Course Name Course Name Course Name Programme Sem. / Sec. Course file Completed (Yes/No) Programme Sem. / Sec. Course file Completed (Yes/No) Figure 1 Figure 1 Figure 2 Figure 2 Figure 3 Figure 3 Figure 3 Figure 3 Figure 3 Figure 4 Figure 3 Figure 4 Figure 4 Figure 4 Figure 4 Figure 4 Figure 4 Figure 5 Figure 4 Figure 4 Figure 5 Figure 4 Figure 4 Figure 4 Figure 4 Figure 4 Figure 5 Figure 4 Figure 5 Figure 4 Figure 5 Figure 4 Figure 4 Figure 4 Figure 4 Figure 4 Figure 5 Figure 4 Figure 5 Figure 4 Figure 5 Figure 4 Figure 4	Faculty Name Course Name Course Name Course Name Programme Sem. / Se	Faculty Name Course Name Programme Sec. Course file Completed (Yes/No) Log book Completed (Yes/No) Practiced (Yes/No) Programme Sec. Course file Completed (Yes/No) Log book Completed (Yes/No) Practiced (Yes/No) Programme Sec. Course file Completed (Yes/No) Programme Sec. Course file Course Factorial III/VI Programme Sec. Course file Course Factorial III	Faculty Name Course Name Programme Sec. Course file Completed (Yes/No) Percentage of Syllabus Coverage Programme Depart ment Programme Sec. Course file Completed (Yes/No) Percentage of Syllabus Coverage Programme Programme Programme Sec. Course file Completed (Yes/No) Programme Practiced (Yes/No) Programme Practiced (Yes/No) Programme	Faculty Name Course Name Programme Sec. Course file Completed (Yes/No) Percentage of Syllabus Coverage Course file Completed (Yes/No) Programme Sec. Course file Completed (Yes/No) Programme Syllabus Coverage Programe Syllabus Coverage Yes/No) Programme Syllabus Coverage Yes Yes Yes Programme Syllabus Coverage Yes Yes Programme Syllabus Coverage Yes Yes Programme Syllabus Coverage Yes Yes Yes Programme Syllabus Coverage Yes Yes Yes Programme Syllabus Coverage Yes Yes Programme Syllabus Coverage Yes Yes Programme Syllabus Coverage Yes Yes Yes Programme Syllabus Coverage Yes Yes Yes Programme Syll	Faculty Name Course Name Course Name Course Name Programme Programme Sec. Course file Completed (Yes/No) Completed (Yes/No) Course file Completed (Yes/No) Percentage of Syllabus Coverage Practiced (Yes/No) Programme Programme Programme Programme Sec. Course file Completed (Yes/No) Programme Programme Programme Programme Programme Programme Sec. No Yes Year/ Sec. Practiced (Yes/No) Percentage of Syllabus Coverage Practiced (Yes/No) Percentage of Syllabus Coverage Practiced (Yes/No) Percentage of Syllabus Coverage Programme Prog	Faculty Name Course Name Programme Sec. Course file Completed (Yes/No) Practiced (Yes/No)

NC-Non Conformance

A,B,C,D,E,F,G-file label

*If Remarks is any, attach separately in table 2 format

S.N o	Faculty Name	NC file label	Remarks	Corrective Action (CA)	Signature of Auditor
					100000000000000000000000000000000000000

Table 1 - Academic Audit Report

Table 2 - Non Conformance (NC) and Corrective Action (CA) Report

Team Head/Auditors

Overall AAC Coordinator

KNOWL	EDGE INSTITUTE OF T	ECHNOLO	GY, SALEM	- 637 504
Academic and	Administrative Audit (A (ODD SE	AA) – Sun MESTER)	nmary Sheet	: AY 2020-2021
Department	Civil Engineering		Date	17.04.22
Period of Audit	U ,	J		
	Academ	ic Audit		
Key S	Strengths		Major Wea	knesses
Improvized j Systems	file Management	TO 08	por the	academic yea
	Administra	ative Audit		
Key S	Strengths		Major Weal	knesse s
Jupoovized J Systems.	ile Management			
	Suggestions fo	r improver	nent	
Acade	mic Audit		Administrativ	ve Audit
	timely of rejevant	time	ly upgroo	adation of les.
Simo			PM	
	Team Head		PRINCIF	PAL

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21 (EVEN SEMESTER)

Department: CSE

Date: 17.02.2022

Time: 09.30 AM- 04.30PM

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar		
1.0	preparation		
1.1	Anna University and College Calendar	Yes	
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	Yes	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	
3.3	Time table file		
3.3	a) Master time table file		
	b) Individual faculty time table file	Yes	
4.0	Class Committee Meetings		
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	F.TT
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)		
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	2
7.0	IAT performance review and remedial classes		
7.1	IAT time table file	Yes	
	IAT invigilation duty file	Yes	
7.2	Result analysis file	Yes	
7.3	Course file (Refer Annexure – A, B & C)	Yes	31,27
7.4	Arrear coaching		
8.0	Arrear coaching class time table file	Yes	
8.1	Arrear coaching class file	Yes	
8.2	University results and improvement measures	0,4790	
9.0		Ver	
9.1	University results analysis file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
10.0	Mid semester faculty appraisal by students		
10.1	Mid semester feedback file	Yes .	
11.0	End semester faculty appraisal by students	Administra	TEROS.
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library		jon e
12.1	Central and Department library stock register	Yes	
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	-	
17.0	Use of Campus ERP by faculty		
17.1	ERP file	Yes	
18.0	CO-PO-PSO attainment and curriculum improvement		
18.1	CO-PO-PSO attainment file	Yes	
18.2	Curriculum gap identification file	Yes	
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)		
19.1	CC, VAC and VET file	Yes	12
20.0	Participation level (%) of students in CC, VAC and VET		
20.1	Refer 19.1		
21.0	Social club activities and participation level (%) of students		
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty		
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	Yes	
24.0	Mentor-Mentee system		
24.1	Mentor mentee file	Yes	The Table
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	2 2 3	
25.1	PAC file	Yes	0.8.

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
25.2	QIC file	Yes	
26.0	Student feedback systems and implementation		
26.1	ERP file	Yes	1.18
27.0	Student grievances and redressal	A Commission	77 831
27.1	Student grievance file	Yes	ye yez
27.2	Redressal file	Yes	6 9.0
28.0	Programs organized for faculty and staff	Yes	ALIEL
29.0	Programs organized for students through various clubs	sei la gesche-	dia dia
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements	Yes	6
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels	antige the a	
32.1	Department placement file .	Yes	n Lob
52.1	Percentage rate of higher studies students		
33.0	(India and Abroad)	Some Secret	A SE
33.1	Higher studies students files	Yes	
34.0	Percentage rate of participation in competitive exam and success rate		9 -0.30
34.1	Competitive exam file	Yes	9.5
35.0	Funded proposals submitted and grants obtained		3.04
35.1	Funded project file	Yes	11 (3)
36.0	Publications in journals (IJ / NJ) and citations	A sawii steeday	4.5
36.1	Publication in International and National journals and citations file	Yes ·	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	and the second
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Incomplete	Completed
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures	/13% · A	
39.1	MOU file	Yes	
39.2	III activities files	Yes	771
40.0	Laboratory up gradation	Cusanie inc.	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
40.1	Laboratory stock register	Yes	
41.0	New lab established		
41.1	Laboratory stock register	Yes	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		4 150
43.1	Alumni files	Yes	10.22
44.0	Road map of the department		9 00
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		
46.1	IPR file	Yes	
46.2	Patents file	Yes	4.0
47.0	Consultancy		0.00
47.1	Consultancy file	Yes	
48.0	Students Research Papers		
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files	Yes	1.55
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	V. KARTHIKEYAN	APIMECH	(Ramile)
2.	A. Selvakumal	APIMech	of Simple

IQAC Coordinator

PRINCIPAL

KNOWLE 3E INSTITUTE OF TECHNOLOGY, SALE 637 504

Academic Year-(2020-2021)

Academic and Administrative Audit Report

Department: Computer Science Engineering (CSE)

Semester: EVEN

Date: 17/02/22

S.No	Faculty Name	Course Name	Department	Programme	Year/Sem/Sec	(A) Course file	(B) Log book	(C) Innovative	(D) Percentage of	(E) CO	Class	(F) Advisor File	Remarks*
			Department	rogramme	real/selli/sec	(Yes/No)	completed (Yes/No)	Teaching Practiced (Yes/No)	syllabus coverage	Assessment carried out (Yes/No)	Year/ Sem	completed (Yes/No)	(Yes/No)
1	Dr.V.Kumar	Operating Systems (II CSE A)	CSE	B.E CSE	II / CSE / A	Yes	ERP	Yes	100	Yes			
2	Dr.P.Rajendran	Design and Analysis of Algorithms (II CSE A)	CSE	B.E CSE	II/CSE/A	Yes	ERP	Yes	100	Yes	12	Paris Na T	
		Programming in C (I CSE A)	CSE	B.E CSE	I / CES/ A	Yes	ERP	Yes	100	Yes	II/CSE/A	Yes	
3	Mr.K.Ravikumar	Programming in C (I CSE C) Programming in C (I IT)	CSE	B.E CSE	I / CES/ C	Yes	ERP	Yes	100	Yes			
		Software Testing (III CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes			
4	Mr.I.Rajesh	Software Testing (III CSE B)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes			
		Mini Project (III CSE A&B)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes			4
		Information Retrieval Techniques (IV CSE A)	CSE	B.E CSE	IV/CSE/A	Yes	ERP	Yes	100	Yes	IV/CSE/A	Yes	
5	Dr.S.Sakthivel	Information Retrieval Techniques (IV CSE B)	CSE	B.E CSE	IV / CSE / B	Yes	ERP	Yes	100	Yes			
		Project Work (IV CSE)	CSE	B.E CSE	IV / CSE / B	Yes	ERP	Yes	100	Yes			

		Software Engineering (II CSE A)	CSE	B.E CSE	II / CSE / A	Yes	ERP) Yes	100	Yes			
	Dr.J.Gowrishankar	Software Engineering (II CSE B)	CSE	B.E CSE	II / CSE / B	Yes	ERP	Yes	100	Yes			
		C Programming Laboratory (I CSE A) Mini Project (III CSE A&B)	CSE	B.E CSE	A)(III CSE A8	Yes	ERP	Yes	100	Yes			
		Artificial Intelligence (III CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes	III / CSE / A	Yes	
,	Mr.T.Karthikeyan	Artificial Intelligence (III CSE A)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes			
		C Programming Laboratory (I CSE A) Mini Project (III CSE A&B)	CSE	B.E CSE		Yes	ERP	Yes	100	Yes			
	# 1/1 / P	Mobile Computing (III CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes	III / CSE / B	Yes	
В	Mr.P.Sakthivel	Mobile Computing (III CSE B)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes			
		Operating Systems Laboratory (II CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes		Ĉ.	
		Computer Architecture (II CSE A)	CSE	B.E CSE	II / CSE / A	Yes	ERP	Yes	100	Yes			
9	Mrs.P.Malarvizhi	Computer Architecture (II CSE B)	CSE	B.E CSE	II / CSE / B	Yes	ERP	Yes	100	Yes			
		Operating Systems Laboratory (II CSE B)	CSE	B.E CSE	II/CSE/B	Yes	ERP	Yes	100	Yes			
		Database Management Systems (II CSE A)	CSE	B.E CSE	II/CSE/A	Yes	ERP	Yes	100	Yes	II/CSE/B	Yes	
10	Mrs.C.Vanitha	Database Management Systems (II CSE B)	CSE	B.E CSE	II/CSE/B	Yes	ERP	Yes	100	Yes			
		Database Management Systems Laboratory (II CSE B)	CSE	B.E CSE	II/CSE/B	Yes	ERP	Yes	100	Yes			

2		Operating Systems (II CSE A)	CSE	B.E CSE	II / CSE / A	Yes	ERP	Yes	100	Yes	
11	Mr.P.Nareshkumar	Operating Systems (II CSE B)	CSE	B.E CSE	II / CSE / B	Yes	ERP	Yes	100	Yes	
		Internet Programming Laboratory (III CSE A)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes	
		Compiler Design (III CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes	
12	Ms.S.S.Kiruthika	Compiler Design (III CSE B)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes	
		C Programming Laboratory (I CSE C)	CSE	B.E CSE	I/CSE/C	Yes	ERP	Yes	100	Yes	
		Internet Programming (III CSE A)	CSE	B.E CSE	II/CSE/A	Yes	ERP	Yes	100	Yes	
13	Mr.A.Sekar	Internet Programming (III CSE B)	CSE	B.E CSE	II / CSE / B	Yes	ERP	Yes	100	Yes	
		Internet Programming Laboratory (III CSE B)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes	
		Professional Ethics in Engineering (IV CSE A)	CSE	B.E CSE	IV/CSE/A	Yes	ERP	Yes	100	Yes	
14	Mrs.R.Saranya	Professional Ethics in Engineering (IV CSE B)	CSE	B.E CSE	IV/CSE/B	Yes	ERP	Yes	100	Yes	
		Project Work (IV CSE) C Programming Laboratory (I CSE B)	CSE	B.E CSE	CSE)(I CSE B	Yes	ERP	Yes	100	Yes	
		Design and Analysis of Algorithms (II CSE A)	CSE	B.E CSE	II/CSE/A	Yes	ERP	Yes	100	Yes	
15	Mr.C.Sivakumar	Design and Analysis of Algorithms (II CSE B)	CSE	B.E CSE	II / CSE / B	Yes	ERP	Yes	100	Yes	
	Mr.C.Sivakumar	Mobile Application Development Laboratory (III CSE B)	CSE	B.E CSE	1II / CSE / B	Yes	ERP	Yes	100	Yes .	

		Distributed Systems (III CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes			
16	Mr.G.Venkatesh	Distributed Systems (III CSE B)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes			
		Mobile Application Development Laboratory (III CSE A)	CSE	B.E CSE	III / CSE / B	Yes	ERP	Yes	100	Yes			
17	Mrs.K.Sudha /Maths	Probability and Queuing Theory (II CSE A)	CSE	B.E CSE	II/CSE/A	Yes	ERP	Yes	100	Yes	I/CSE/C	Yes	
		Engineering Mathematics II (I CSE C)	CSE	B.E CSE	I/CSE/C	Yes	ERP	Yes	100	Yes			
18	Mr. M. Prasath /Maths	Engineering Mathematics II (I CSE A)	CSE	B.E CSE	I/CSE/C	Yes	ERP	Yes	100	Yes			
	A. T. T. GSaut /Wagus	Numerical Methods (II EEE)	CSE	B.E CSE	II / EEE	Yes	ERP	Yes	100	Yes			
19	Mrs. R. Shanmugavalli /Maths	Probability and Queuing Theory (II CSE B)	CSE	B.E CSE	II/CSE/B	Yes	ERP	Yes	100	Yes			
		Engineering Mathematics II (I IT)	CSE	B.E CSE	I/IT	Yes	ERP	Yes	100	Yes			,
20	Mrs. S.Geetha / Maths	Engineering Mathematics II (I CSE B)	CSE	B.E CSE	I/CSE/B	Yes	ERP	Yes	100	Yes	I/CSE/B	Yes	
21	Mrs.K.Prema / Physics	Physics for Information Science (I CSE A)	CSE	B.E CSE	I/CSE/A	Yes	ERP	Yes	100	Yes			
	MIS.R.Fiella / Filysics	Physics for Information Science (I CSE B)	CSE	B.E CSE	I/CSE/B	Yes	ERP	Yes	100	Yes			
22	Dr.G.S.Sivagurunathan	Environmental Science and Engineering (I CSE A)	CSE	B.E CSE	I/CSE/A	Yes	ERP	Yes	100	Yes	I/CSE/A	Yes	
22	/Chemistry	Environmental Science and Engineering (I CSE B)	CSE	B.E CSE	I/CSE/B	Yes	ERP	Yes	100	Yes			

	Technical English (I CSE B)	CSE	B.E CSE	I/CSE/B	Yes	ERP	Yes	100	Yes		
23 Mr. T. Sriniyasa Raja /English	Technical English (I CSE C)	CSE	B.E CSE	I/CSE/C	Yes	ERP	Yes	100	Yes	2 2	
²³ Mr.T.Srinivasa Raja /English	Professional Communication Lab (III CSE A)	CSE	B.E CSE	III / CSE / A	Yes	ERP	Yes	100	Yes		
	Advanced Reading and Writing (II CSE A)	CSE	B.E CSE	II/CSE/A	Yes	ERP	Yes	100	Yes		

A,B,C,D,E,F-file label

Table 1-Academic audit report

*If Remarks is any, attach separately in table 2

S.No	Faculty Name	Label		Remarks			Corrective Actio	n(CA)	Signature of Auditor
						11.5			
						13			

Table 2-Remarks and Corrective Action(CA) report

1. A Say

Overall AAA Coordinator

KNOWI	LEDGE INSTITUTE OF	TECHNOLOGY	, SALEM -	637 504
Acade	mic and Administrative	Audit (AAA)	– Summary	y Sheet
Department	Computer Scie	nce Engg.	Date	17/09/22
Period of Audit				
	Acade	mic Audit		
	Strengths	the same of the sa	Major Weal	
* All f Course check lis	faculties have file as per it.	* MAP Nead to	stude be in	nt Strength Screased.
	Administ	rative Audit		
Key	Strengths	ı	Major Weak	nesses
	Suggestions f	or improveme	nt	
Acade	emic Audit	А	dministrativ	e Audit
* Student Participation be increas	event n Need 5 ed.	* All +	tre dat	taare
Panre	شانت		PM	/

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020-21 (EVEN SEMESTER)

Department: MBA

Date: 14.02.21

Time: 11.00 1040pm

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
1.0	Anna University and College and Department Academic Calendar preparation		
1.1	Anna University and College Calendar	Yes	
2.0	Department Academic Calendar		
2.1	Department Academic Calendar	Yes	
3.0	Subject allocation system for Faculty		
3.1	Course willingness file	Yes	
3.2	Course allocation file	Yes	
3.3	Time table file	Yes	
	a) Master time table fileb) Individual faculty time table file	Yes	
4.0	Class Committee Meetings		
4.1	Class Committee Meetings file (3 - Agenda and Minute of Meeting)	Yes	
5.0	Department Faculty and Staff Meetings (Agenda and Minutes)		
5.1	Faculty meeting file (Agenda and Minute of Meeting)	Yes	
5.2	Class advisors meeting file	Yes	
6.0	Syllabus completion monitoring		
6.1	Log book (Lesson plan, Attendance, IAT Marks etc.,)	Yes	
7.0	IAT performance review and remedial classes		
7.1	IAT time table file	Yes	
7.2	IAT invigilation duty file	Yes	- 100
7.3	Result analysis file	Yes	
7.4	Course file (Refer Annexure – A, B & C)	Yes	
8.0	Arrear coaching		
8.1	Arrear coaching class time table file	Yes	
8.2	Arrear coaching class file	Yes	
9.0	University results and improvement measures		
9.1	University results analysis file	Yes	
10.0	Mid semester faculty appraisal by students		
10.1	Mid semester feedback file	Yes	

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remark (If Any)
11.0	End semester faculty appraisal by students	(1037110)	
11.1	End semester feedback file	Yes	
12.0	Sufficiency of text and reference books in central and department library	103	
12.1	Central and Department library stock register	Yes	
13.0	Library utilization by department faculty and students		
13.1	Department Library utilization by faculty and students (issue register)	Yes	
14.0	ICT usage of faculty (No. of Faculty utilized / Total Strength)	Yes	
15.0	E-content development by faculty	Yes	
16.0	Use of LMS by faculty	Yes	
17.0	Use of Campus ERP by faculty	ies	
17.1	ERP file	V	
18.0	CO-PO-PSO attainment and curriculum improvement	Yes	11
18.1	CO-PO-PSO attainment file		
18.2	Curriculum gap identification file	Yes	
19.0	Certification Course (CC), Value Added Course (VAC) and Vacation Educational Training (VET)	Yes	
19.1	CC, VAC and VET file	Yes	
20.0	Participation level (%) of students in CC, VAC and VET	103	
20.1	Refer 19.1	Yes	
21.0	Social club activities and participation level (%) of students	1 es	
21.1	Students participation in Co-curricular activities file	Yes	
21.2	Students participation in Extra-curricular activities file	Yes	
22.0	FDPs attended by faculty	103	
22.1	FDP file	Yes	
23.0	SDPs attended by Supporting Staff	No	
24.0	Mentor-Mentee system	110	
24.1	Mentor mentee file	Yes	
25.0	Conduction of Programme Assessment Committee (PAC) and QIC meetings	ies	
25.1	PAC file	Yes	
25.2	QIC file	Yes	
26.0	Student feedback systems and implementation	Tes	
	ERP file	Var	
27.0	Student grievances and redressal	Yes	
	Student grievance file		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
27.2	Redressal file	Yes	1
28.0	Programs organized for faculty and staff	Yes	S. Commercial
29.0	Programs organized for students through various clubs		
29.1	List of clubs (Agenda and Minutes of Meeting)	Yes	
30.0	Participation level (%) of students in competitions and achievements	Yes	
31.0	Graduation rate and university ranks		
31.1	Graduation file (Exam Cell)	Yes	
32.0	Percentage rate of placement and salary levels		
32.1	Department placement file	Yes	
33.0	Percentage rate of higher studies students (India and Abroad)		
33.1	Higher studies students files	NA	
34.0	Percentage rate of participation in competitive exam and success rate		
34.1	Competitive exam file	NA	
35.0	Funded proposals submitted and grants obtained		
35.1	Funded project file	NA	-
36.0	Publications in journals (IJ / NJ) and citations		
36.1	Publication in International and National journals and citations file	Yes	
37.0	Publication in Conferences (IC & NC)		
37.1	Publication in International conference file	Yes	
37.2	Publication in National conference file	Yes	
38.0	Awards and recognition by Dept., faculty and students		
38.1	Faculty Award and recognition files	Yes	
38.2	Students Award and recognition files	Yes	
39.0	MOU with industry and III activities and guest lectures		
39.1	MOU file	Yes	7/201
39.2	III activities files	Yes	-7/10
40.0	Laboratory up gradation		
40.1	Laboratory stock register	Yes	
41.0	New lab established		1
41.1	Laboratory stock register	NA	
42.0	Maintenance of department facilities		
42.1	Maintenance register	Yes	
43.0	Department level alumni engagement (No. of Alumni / Year)		

S. No.	Parameters & List of files to be audited	Completion Status (Yes / No)	Remarks (If Any)
43.1	Alumni files	Yes	
44.0	Road map of the department		
44.1	Department road map	Yes	
45.0	Program on gender equality, values and ethics, national integration, non-violence, social inclusions, sustainable environment, community development, patriotism and constitutional obligations.	Yes	
46.0	IPR and Patents		
46.1	IPR file	NA	
46.2	Patents file	NA	
47.0	Consultancy		
47.1	Consultancy file	NA	
48.0	Students Research Papers		, 1
48.1	Students Research Paper file	Yes	
49.0	Contest Participation & prizes		
49.1	Contest Participation & prizes files	Yes	
50.0	Students Intra & Inter-Institute Paper Presentations		
50.1	Students Intra & Inter-Institute Paper Presentations file	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	S. Sasi Kumar	AP/Physics/Civil	For Bully
2.	S. Prabakaran	AP/English/IT	Quely

IQAC - Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637 504

Academic Year: 2020-21 Academic Audit Report

Department: MDA

De	partment: MBA	ent: MBA Semester: I/II (EVEN)						Date: 17.02.22					
S. No.	S. Faculty Name	Course Name Depart Programme Sem. / Course file Log book Teaching Course Name Programme Sem. / Course file Log book Teaching	(D) Percentage	(E) CO Assessment	Class	(F) Advisor File	Remarks*						
No.			ment	Trogramme	Sec.	Completed (Yes/No)	Completed (Yes/No)	Practiced (Yes/No)	of Syllabus Coverage	Carried Out (Yes/No)	Year / Sem.	Completed (Yes/No)	(Yes/No)
1	Dr. M.Kotteeswaran	Operations Management	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes			
2	Dr. V.Kumaresan	Human Resource Management	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes			
3	Dr. A.S.Sathishkumar	Business Research Methods	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes			DESTRUCTION OF THE PARTY OF THE
	5117115.Satilislikullal	DABM	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes			
4	Prof. S.Nesakumaran	Marketing Management	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes			
5	Prof. S.Vimala	Financial Management	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes			
6	Prof. T.Suganya	Information Management	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes	2020 - 2021	Yes	
7	Prof. B.Ganeshkumar	Applied Operation Research	MBA	MBA	I/II	Yes	Yes	Yes	100	Yes	2020 - 2021	Yes	

NC-Non Conformance

A,B,C,D,E,F-file label

Team Head/Auditors

Overall AAC Coordinator

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2021 -22, EXAM MANGEMENT SYSTEM (EMS)

File No.	List of Files	Completion Status (Yes / No)	Remarks
	I. ANNA UNIVERSITY		
1.1	ASSESSMENT SCHEDULE	yes	
1.2	AU ACADEMIC SCHEDULE	yes	
1.3	AU CONVOCATION FILE	yes	
1.4	UNIVERSITY RANK HOLDERS LIST	yes	
1.5	ADDITIONAL ELECTIVE	Yes	
1.6	RE-ADMISSION ADDITIONAL COURSES	48	
1.7	ANNA UNIVERSITY IN	Yes	
1.8	ANNA UNIVERSITY OUT	Yes	
1.9	UP / PG ELECTIVES	Yes	
1.10	RESULT GALLEY .	yes	
1.11	ADMISSION FILE [UG/PG I-YEAR, LATERAL ENTRY, RE-ADIMISSION & TRANSFERRED]	Yes	
1.12	ATTENDANCE & IAT MARK ENTRY FILE	Yes	
1.13	TRANSFER DOTE ORDER	405	
1.14	STUDENT PROFILE CORRECTION	ves	
1.15	MALPRACTICE DETAILS	Yes	
1.16	QP COMMENTS .	yes	
1.17	NOT REGISTERED DETAILS - STUDENT	yes	
1.18	PROFORMA, I TO VI	yes	
1.19	LAB ARREAR DETAILS	Yes	
1.20	PHOTOCOPY DETAILS	yes	
1.21	DEBARRED ORDER - FACULTY	Yes	
1.22	INTERNSHIP DETAILS .	No	Not upidated
1.23	ANNA UNIVERSITY EXAM ACCOUNTS DETAILS	yes	1
1.24	GRADE SHEETS DESPACHED FILE	yes	
1.25	REVALUATION DETAILS	Yes	
1.26	REVIEW DETAILS	yes	
1.27	VALUE ADDED COURSES	Yes	only for CSE
	2. ZONAL		
2.1	ZONAL IN/OUT	Yes	
2.2	RECEIVED ORDERS FOR PRACTICALS	Yes	
2.3	RECEIVED ORDERS FOR THEORY	yes	
2.4	ZONAL STATIONARY, KIOT	yes	
2.5	AUR ORDER FILE	yes	1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
2.6	CODE BOOK REQUEST	Yes	22

updaled upper

ailable

	3.KIOT FILES	,	
3.1	RESULT ANALYSIS	Yes	Principal Signatur
3.2	ES-01	yes	Rending for only
3.3	KIOT ACADEMIC SCHEDULE	yes	
3.4	KIOT - IAT CIRCULARS	Yes	
3.5	EXAM CIRCULAR FILE	yes	
3.6	KIOT CIRCULAR FILE	yes	
3.7	DISCONTINUED DETAILS	yes	
3.8	AU THEORY EXAM ABSENT LIST	yes	
3.9	CHEQUE & DD PHOTOCOPY .	yes	
3.10	STUDENT REQUISITION LETTER	yes	
3.11	Ph. D. DETAILS	yel	
3.12	NAAC, IQAC & GCM MEET FILES	19	
3.14	FEES PENDING FILE	yes	
3.15	SERVICES RULES FOR FACULTY AND STAFF	yes	
3.16	AU ACADEMIC PERFORMANCE	yes	
3.17	REMUNERATION DETAILS	Yes	Wodation Ne
3.18	EMS-NON STATUTORY COMMITTEE	Yes	undation No
3.19	STUDENT GRIEVANCE REDRESSAL FILE	yes	weed updat
3.20	KIOT-EMS FINANCE	ves	
3.21	AUTONOMOUS	Yes	
3.22	PURCHASING FILES	yes	
	4.OTHER EXAMS		
4.1	TNPSC - GROUP - IV 06.01.2016		NA
4.2	TNHB - JAA - 2017 24.09.2017		NA
4.3	TNPSCE GROUP - IV 11.02.2018		· NA
4.4	NEET EXAM - 05.05.2019		NA
4.5	TNPSC GROUP - IV 01.09.2019	_	NA
4.6	TNCWWB 01.12.2019		NA
4.7	TNEB EXAM 15.03.2020		NA
4.8	NEET EXAM - 13.09.2020	-	NA
4.9	TN POLICE EXAM 13.12.2020	_	·NA
4.10	NEET EXAM - 12.09.2021	Yes	
	5.PHOTOCOPIER MACHINE		
5.1	UNICOM PURCHASE FILE	Yes	
5.2	UNICOM SERVICE FILE	yes	
5.3	CANNON SERVICES FILE	yes	

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
I. Dv	K. Vicaga nel	Prof Mech.	y viloz
2. 90	K.S. Prabha Karan	Asplaceh.	1 2/2/22
	A CONTRACTOR OF THE PROPERTY O	4	/
18	Coordinator	PRINC	CIPAL

KNOWLEDGE INS	TITUTE OF TECHNOLOGY, SALEM - 637 504
Academic and Ad	Iministrative Audit (AAA) – Summary Sheet
Department Nech	anical Engineering Date 21/02/2022
	2022 6 17/2/2022
	Academic Audit
Key Strengths	Major Weaknesses
•	Administrative Audit
Key Strengths	Major Weaknesses
* File updation are Periodically.	committee meeting is
Sı	uggestions for improvement
. Academic Audit	Administrative Audit
	* Autonomous related work for Ems may be concentrated well.
"Joulla Margal	u Pm
Auditor – Team Hea	

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 - 21 (EVEN SEM) LIBRARY

17-02-2022

File No.	List of Files	Completion Status (Yes/No)	Remarks
1.1	Accession Register	Yes	
1.2	Book Purchase Receipts	Yes	
1.3	National Journal-Purchase Order & Receipts	Yes	
1.4	International Journal- Purchase Order & Receipts	Yes	
1.5	E-Journals- Receipts	Yes	
1.6	DELNET - Institutional Membership	Yes	
1.7	Magazine- Purchase Order & Receipts	No	No Receipt for few Magazines Conde
1.8	NPTEL	Yes	K)6
1.9	Library Software	Yes	
1.10	Previous NAAC File	Yes	
1.11	Previous NBA File	Yes	
1.12	Students Due Reminder	Yes	
1.13	Textbook & Journal Recommendation	Yes	
14	Most Book Borrower Award	Yes	
1.15	Project Reports	No	Not maintained in specific format Need to fix guidelines (Like send Circular in particular time and collect List and Report)

Audited by:

S. No.	Name of the Auditor	Designation/ Department	Signature with Date
1	Dr. V.Kumar	HOD/CSE	Modernan
2	Mr. K.Ravikumar	ASP/CSE	K 20/2/22

IQAC Coordinator

PRINCIPAL

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM-637 504

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21

Centre for Career Development and Training (C-CDT)

Date:17.02.2022

File No.	List of Files	Completion Status (Yes / No)	Remarks
1.1	Internal Training File a) Circular b)Attendance c) Students feedback	yes	Nil
1.2	External Training File a) Circular b)Attendance c) Students feedback	yes	Nij
1.3	Japanese Language Training File a) Circular b)Attendance c) JLPT Exam Qualified Students Certificates	yes	Nil
Audited	by:		
S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	Dr.N. Santhiyakumari	Professore Hod/ECE	N. /17/2
2.	Mr. S. Veerakumar	APLECE	J. www.

"Marient	4
1 Mary	
IQAC Coordinator	Principal

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM-637 504

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21

Placement &Industry Institute Interaction

Date:17.02.2022

File No.	List of Files	Completion Status (Yes / No)	Remarks
1.1	Recruitment Process Details	yes	Nin
1.2	Pooled Campus Details	yes	NII
1.3	Employers & HR Feedback	Yes	NII
1.4	Offer Letters	yes	Ni)
1.5	Industry Institute Interaction(III) Webinar	yes	Nij
1.6	Internship Details	yes	Ni

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Dațe
1.	Dr. N. Santhiya Kumari	Professore HOD LECE	D. 1/1/2)
2.	Mr. S. Veerakumar	APIECE	G. Well 17/2/22

14/4/6/1	2
(Wester)	
QAC Coordinator	Principal

KNOWLEDGE INSTITUTE OF	TECHNOLOGY, SALEM - 637 504
	ve Audit (AAA) – Summary Sheet
Department Centre for Cavee	or development Date 17.02.2022
	to 17.02.2022
	emic Audit
Key Strengths	Major Weaknesses
Adminis	trative Audit
Key Strengths	Major Weaknesses
C-CDT.	
* Training documents were arranged as per consolidation.	_
tentre for PAT & 111 * Recrimitment Process, ONI OFF Campus details, HR feedback, offerletter 111 webinar, Internship details are available.	Need to Place page splitter in Internship file
Suggestions	for improvement
Academic Audit	Administrative Audit
	* Need to Place colorsheet in front of Skillwise training * Need to Incude Pagenumber for offer letter Consolidation.
D. F. 17/2/22	R. C.
Auditor – Team Head	PRINCIPAL

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM

ACADEMIC AND ADMINISTRATIVE AUDIT: AY 2020 -21, Physical Education (EVEN SEM)

File No.	List of Files	Completion Status (Yes / No)	Remarks
1.1	Sports Day Activity File	Yes	
1.2	Sports Expenses File	Yes	
1.3	Anna University Zone Vies, Inter Zone Tournaments File	403	
1.4	District, State & National Level Tournaments File	Yes	
1.5	PD Official Letter File	Yes	
1.6	Club Activity Organized for Inside & Outside File	Yes	
1.7	Sports Achievements File	Yes	
1.8	Sports Award Function File	yes	
1.9	Ground Details File	Yes	
1.10	Sports items purchase file	Yes	
1.11	Stock Book	Yes	

Audited by:

S.No.	Name of the Auditor	Designation/ Department	Signature with Date
1.	R-VENORA DOMBIL.	APIMEUN -	17/02
	IOAC Coordinator	PRINCIPA	L

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM 637504 DEPARTMENT OF MECHANICAL ENGINEERING ACADEMIC ADMINSTRATIVE AUDIT (AAA) REPORT

Name of the Department: Principle office

20.02.2022

S.No	Proof to be collected	File Name	Yes / No	Remarks
,	Name and Address of the	AICTE	Yes	
1.	Institution		1 05	
_	Communication of Steering	Appointment order	Yes	
2.	Committee	miesia id.		
3.	Status of the Institution	AICTE	Yes	
4.	Type of Institution	AICTE	Yes	
	a) Establishment of College	AICTE	Yes	
	b) Affiliation status	Anna University	Yes	
5.	c) Detail of UGC Recognition	2 (f)	Yes	
	d) Recognition of statutory body	AICTE	Yes	
6.	Location of Campus	Building plan	Yes	
7.	Programmes offered by College	AICTE	Yes	
8.	Self-finance programmes	AICTE	Yes	
9.	New programmes	AICTE	Yes	
10.	Courses offered by the Dept.	AICTE	Yes	
11.	No. of Teaching and non-teaching position	Faculty Profile	Yes	
12.	Qualification of Teaching staff	Faculty Profile	Yes	
13.	Student admission	DOTE	Yes	
14.	Enrolment of students	DOTE	Yes	
15.	Dropout rate in UG and PG	Anna University	Yes	
16.	Unit Cost of Education	Anna University	Yes	
17.	Teacher: Student ratio	Anna University	Yes	
18.	No of Working days Schedule	Anna University	Yes	- PA
19.	Any other Relevant Data a) Business Incubation Centre b) IIT Bombay	MSME File General File IIT Workshop File	Yes	

S.No	Proof to be Collected	File Name	Yes / No	Remarks
20	State the Vision, Mission and Objectives of the Institution	Vision Mission File	Yes	
21	(i) HODs Meeting (chaired by the Principal)	Meeting Circular File	No (Due to Covid19 only softcopy Available)	Hard copy Updated
22	Proof of Board of Studies	BoS File	Yes	
23	(i) Admission	Admission File	100	
	(ii) Fees Structure	Fees Structure File	Yes	
	(iii)Faculty Qualification	Faculty Qualification File		
	(iv) Salary	Salary File		
24	Proof of Increasing Intake of admission	Admission File	Yes	
25	Admission process: 1.Publicity: Counseling Announcement by University & Proof mentioned under 2. Transparency: Counseling brochure for First year & Lateral.	Admission process	Yes	
26	Student data Base (Reservation and special category)	Student profile File (Special category)	Yes	
27	Student Intake for four years	Admission File	Yes	
28	Recruitment policy, retention strategy details	Recruitment file	Yes	
29	Experience of faculty members	Faculty profile file	Yes	
30	Proof of OD given to R&D activities of staff members.	OD File	Yes	
31	700000000000000000000000000000000000000	Institution Achievements File	Yes	
32	College Prospectus, placement brochures, department news-letters, college newsletters, and calendars.	Prospectus File	Yes	

33	scholarship details as given in Annexure-IV	Scholarship file	Yes
34	Government scholarship details	Scholarship file	Yes
35	Policies and straregies for participation of students in Co-curricular and extracurricular activities	Policies for Student participation	Yes
36	Details of grievance redressal cell	Grievance redressal file	Yes
37	Sexual harassment mitigation	Sexual harassment mitigation file	Yes
38	Anti-ragging committee	Anti-ragging committee file	Yes
39	Special cell details mentioned under 6.1.5	Institution calendar/ handbook committee	Yes
40	Green Audit-Proof	Environment Consciousness	Yes
41	MoUs	Innovations file	Yes
42	Faculty Tour	Innovations file	Yes
43	Yearly salary Increment	Innovations file	Yes
44	College Calendar	Innovations file	Yes
45	Tuition fee concession details	Innovations file	Yes

Audited by:

S.No.	Name of the Auditor	Designation/Department	Signature with date
1	Mr.M.SATHYANATHAN	HOD/MECH	Nont
2	Mr.J.PRAKASH	AP/MECH	J.granag.

IQAC – Coordinator

PRINCIPAL

KIOT	KNOWLED	GE INSTITUTE AAA - Auc	liting File	s in AO of	fice		
11.0		AAA - Auc	arting i no			Date of audit	17.02.2021
	FY: 2020 - 2021			Undated			
File. No.	Name of the file	Requirement	Available (Y/N)	Updated (Y/N)		Remarks	at 10
KIOT - AO.01	Budget allocation and utilization file	NBA & NAAC	Y	Y			
KIOT - AO.02	Audited account statement file	NBA & NAAC	Υ ,	Y	5 <u>j</u>		
KIOT - AO.03	Government fund sanctioned and utilization file	NBA & NAAC	Y	Y			
KIOT - AO.04	Consultancy amount sanctioned and utilization file	NBA & NAAC	Y	Y	×,		
KIOT - AO.05	External financial audit file	NBA & NAAC	Y	Y	y ×	21 L	
KIOT - AO.06	Internal financial audit file	NBA & NAAC	Y	Y	٠.	X	
KIOT - AO.07	Faculty, staff and students insurance file	NBA & NAAC	Y	Y		,	
KIOT - AO.08	Salary acquittance file	NBA & NAAC	1 Y	Y	11 20		
KIOT - AO.09	IT Form 16 copy file	NBA & NAAC	Y	Y			

Audited By
SI.No.

Name of the Auditor

Designation / Department

Professor & Head / EEE

Mr.S.E.Murthy

Assistant Professor / EEE

PRINCIPAL

- Children	KNOWLEDGE INSTITUTE (OF TECHNOLOGY	
	Approved by AICTE, Affiliated to Ann NAAC and NBA (B.E: Mech.,		
Bogond Knowledge	Kakapalayam (PO), Salem – 637 504	www.kiot.ac.in	
IQAC	Circular No. KIOT/AAA/2021-22/05	Date	23.02.2022
	CIRCULAI		
То	All Directors, HoDs and Audit members		
Subject	Academic and Administrative Audit (AA	A) Committee Meeting – 05	
Circular issued by	IQAC		
Acader to discuss the follow	mic and Administrative Audit (AAA) communing Agenda:	nittee review meeting is plan	ned at IQAC office
	Agenda		
** **		0. Tr	2 11 00

Venue : IQAC		Date & Time: 28.02.2022 & 11.00 am					
S. No.	Item to be discussed						
1	Review of Academic and Admini	istrative Audit report of Even Semester of AY 2020-21					
	Action to be taken based on Acad	In and Administrative Audit report of Even Competer of					
2	AY - 2020-21	demic and Administrative Audit report of Even Semester of					

The AAA committee Auditors and HODs are requested to attend the meeting to discuss the Audit report.

SENDER PRINCIPAL

IQAC	VP	MECH	ECE	EEE	CSE	CIVIL	IT, CSBS	Lib.	EMS	Dir./	Dir. /	AO	Trans port	War	ential den	Recep	Security Office	Circuia-	College	Office/ File
	Office						& AD			. ~	00.		I/C	LH	GH		00	tion		
*	*	*	*	*	*	*	*	*	*	*	*	*								*
MBA/	KBSS		*		Sc	оре				(Cantee	n				TCS	- iON			

Checked by Principal office I/C

Verified by the sender

File:

- 1) Principal Office:
- 2) Concerned issuing department:

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637504

Academic and Administrative Audit (AAA) Meeting - 05

Date: 28.02.2012

Time: 11.00am

Venue: ISAC

Attendance

S.No.	Name of the Faculty	Designation	Department	Signature
3.110.	Name of the Faculty	Designation	Department	Signatur v
1	Dr.PSS. Srinivasan	Principal		YM-
2	Dr. K. visagavel	Professor	NECH	W. Wat
3	Dr. M. Thangard	IQAC Coordinatur	ECE	Mon
4	Dr. A. Stephen	Directiv	MBA	1, 1/~
5	Dr. P. RAJGNORAN	D1 R/	PAT	PU -
6	M. SATHYAN ATHAN	ASP	MECH	Stoat
7.	Dr. V. Kumar	Port Head	CSE	24 Extran
8	V. KARTHIKEYAN	AP	MECH	Dantail D
9	R. Victory burners	AP	MECHANTERL.	Coope March
10	C.VANIDIA	AP.	CSE	CV
11	ASelvalamer	AP	Mechanical	Muy
12	J. PRAKASH	AP	Mechanical	J. Prannet.
13	P. Malamizhi	Ap	CSE	P.Mu
14	P. KANOTH LEYAN	AP	Melhania	dig
15	Dr.P. Sachidhanandan	ASP & Head	IT & OBBS	Mayor
16	K. RAVIKUMAR	ALP	CSE	No jelan
17	R. Madhan Ray	40	EEE	104
18	2. C-Munising	Prog & steay	EFE	Sm

S.No.	Name of the Faculty	Designation	Department	Signature
19	Dr. K.s. Prabhakaran	Asp. Mech.	Mech.	le:
20	Dr. V. Sivakuma	AP/Meeh.	Mech-	Spann
21	Dr. N. Santhy Leeman	Pag & Head	ECE	20 1%
22	Dr. N. Santhagdeemin	AP Eng	IT	Quely
	ruineria tearna,		d tog	O 160V
		N	ed to	× 74. 74
		-1	1	
		. va	4.5	
	-	ig in the		and a serie
	April 1403	in s	- MH-RV	NI SATHYA
				vas ya
	1/200 pt 1/2 1 1 1 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1			NEW ASSISTANCE
			74	- Property 8
				in in
			0	r sedan (SX N
	frank to be now.	, 1	Α	LATER I
		41 2 - 5		

IQAC - Coordinator

Principal

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504 Minutes of Academic and Administrative Audit (AAA) Meeting – 05

	Y IOAC	Time: 11.00AM to 12.30PM	Date: 28.02.2022
Meeting No: 05	venue. 1QAC	All Directors U	
Subject: AAA review meeti	ng for even semester of AY: 2020-21	Attended by Tim Date	

			Discussion & Action to be taken	Target	
S.No.	Agenda	The Auditors of	of AAA committee has presented the Audit report and deficiencies were recorded in different departments.	-	
41-14		Dept.	Deficiencies recorded		
		Бери	Arrear Coaching Class and time table files are not updated		
		MECH	Student grievances and redressal file is not updated		
			Curriculum gap identification file is not updated		
		ECE	Consultancy work is not updated		
			Students research paper file is incomplete		
			EDD File is not undated		
		EEE	Conduction of Programme Assessment Committee and QIC Meeting files are not updated		
			Students research paper file is incomplete	1 week	
		CIVIL	Student grievances and redressal file is not updated		
1.	Review of Academic and	CSE	Faculty and Staff award and recognition file is incomplete		
	Administrative Audit report – AY-2020-21 Even Semester	IT & CSBS	No deficiency is found		
	AY-2020-21 Even Semester		Curriculum gap identification file is not updated		
		MBA	Student participation file is incomplete		
		agrigation in a room in which	Internship and Remuneration files are not updated		
		EMS	Student grievances and redressal file is not updated		
	A STATE OF STATE OF THE PASSED BY A STATE OF THE STATE OF	. 1000	n le la significa de la signif		
		I :huom/	International Journal - Purchase order and receipts the arc		
		Library	Students Project reports are not maintained in specific		
		7 . T. O. IVI	No deficiency is found		
		PAT & III	No deficiency is found		
		CDT PED	No deficiency is found		

2.	CO – PO Attainment calculation for odd semester	PR Office HoD meeting circular file – only soft copy is available Account Sec. No deficiency is found CO – PO Attainment calculation for odd semester of AY 2020-21 has also been completed by all the departments.	
3.	Action to be taken based on Academic and Administrative	The Committee discussed the state of the committee discussed the committee discuss	
	Audit report of Even	The Committee discussed the AAA report and asked the HoDs / Faculty in-charges to take corrective measures to rectify the deficiencies mentioned above and complete them within 09.03.22.	09.03.2022

IQAC Coordinator

Chairman

A STATE OF THE PARTY OF THE PAR	Approved by AICTE, Affiliated to Anna University, Accredited by NAAC and NBA (B.E: Mech., ECE, EEE & CSE)						
Begond Knowledge	Kakapalayam (PO), Salem – 637 504	www.kiot.ac.in					
IQAC	Circular No. KIOT/AAA/2021-22/06	Date	11.03.2022				
	CIRCULAR						
То	All Directors, HoDs and Audit members						
Subject	Academic and Administrative Audit (AAA) Committee Meeting – 06					
Circular issued by	IQAC						

Academic and Administrative Audit (AAA) committee meeting is scheduled for reviewing the action taken on the AAA committee report.

Agenda:

Venue	: IQAC	Date & Time :16.03.2022 & 02.30 PM					
S. No.	No. Item to be Discussed						
1	Review of Action taken on the	Review of Action taken on the Minutes of Meeting of AAA dated 28.02.2022					
2	Any other matter						
		1					
,	MARKEL	Vm					
	SENDER	PRINCIPAL					

	VP	MEGU	FOE		CSE	CIVII	IT, CSBS	Lih	FMS	Dir./	Dir./	AO	Trans	Resid War	ential den	Meceh	Security	Class Circula-	College	Office/ File
QAC	Office	MECH	ECE	EEE	CSE	CIVIL	& AD	LID.	LINO	P & III	CDT		I/C	LH	GH	tion	Office	tion	IND	Tile
*	*	*	*	*	*	*		*	*	*	*	*								•
MBA/	KBSS		*		Sc	оре				(Cantee	n				TCS	- iON			

Checked by Principal office I/C	Verified by the sender	

File:

- 1) Principal Office:
- 2) Concerned issuing department:

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM - 637504

Academic and Administrative Audit (AAA) Meeting - of

Date: 16 -03 2022

Time: 02-30 pm.

Venue: IQAC

Attendance

S.No.	Name of the Faculty	Designation	Department	Signature
1.	Dr. PSS. Srinivasan	Principal		PM
2.	Dr.K. VISagave	professor	MECH	win (0/8) 20 re
3	Dr.M. Thangavel	IRAC-Coording	IQAC	Milan
4	Dr.A. Stephen	Director	MBA	1.7
5.	Dr. P. RAJENORAN	DIR	POT	202
6.	Dr. V. Kumar	Propersont Head	CSE	Widolm
7	M. SATHYANATHAN	ASP	MEEN	Made
d	Dr. P. sachi dhonandam	Ase & Was	IT Desses	m2 0 103/202
9	C.VANIDA	AP	CSE	CVM
10	P. Malarvizhi	AP	CSE	P.MIL
11	K. RAVIKUMAR	ASP	CSE	15Ta
12	R. Madhan Roj	Ap	BBE	85
13	IF KARTHIKEYAN	AP	WECH	Garail
14	A Salvatrumasz	AP	Neel	Due
15	J. PRAKASH	AP	Mech	J. Prating
16	2. C-Mmily	Jost Sterry	568	am
17	P. KANSHIKEYAW	AP	Mech	4
18	Dr. N. Santty Keenis	Pear Head	ECG	W. /-

S.No.	Name of the Faculty	Designation	Department	Signature
19	Dr.V. Sivakuman	AP ·	Mech.	Chaly
20	Dr.N. pannoerselvan	ASP	Men	Qui
21	Dr. K.s. Prabhakaran	ASP	Mech	Folkalearar.
20.	S. Anabalcaran	AP	IT	anliky
	ententis laseren		1 10003	No. I Seem of the
				Years T
		37.1	0	Na.
	90/H		- 1,0	
			*	
		A7	3 - 1 - 1 - 2 - 2 - 2	* 2 9 7 2
		SANT CAR	\$6 \$ = \$	
	Ned and	9 97	· MARGIN	NA NA
			Visition	W + DR Z- MT
5-7-1	7,577 287-4.7	T. 20072700	Constant I	61.182.7.mg
	23	130		
				4 / Sa 2 / F
	Transport 1409M	74	1	THOUSE WALL
	And the state of t	· · · · · · · · · · · · · · · · · · ·	Λ -	market D. M. St.

IQAC - Coordinator

Principal

KNOWLEDGE INSTITUTE OF TECHNOLOGY, SALEM – 637 504

Minutes of Academic and Administrative Audit (AAA) Meeting – 06

Meeting No: 06	Venue: IQAC	Time: 02.30 PM to 04.00 PM	Date: 16.03.2022		
Subject: AAA review meeting	ng for even semester of AY: 2020-21	Attended by: All Directors, HoDs and Auditors			

S.No.	Agenda		Discussion & Action to be taken	Action taken
5.110.		The auditors deficiencies given below	s of AAA has presented the final Audit report with the recorded already and corrective actions were taken as:	-
		Dept.		
			Arrear Coaching Class and time table files are not updated	Updated
		MECH	Student grievances and redressal file is not updated	Updated
			Curriculum gap identification file is not updated	Updated
		ECE	Consultancy work is not updated	Updated
			Students research paper file is incomplete	Completed
	Review of Academic and Administrative Audit report – AY-2020-21 Even Semester	EEE	ERP File is not updated	Updated
			Conduction of Programme Assessment Committee and QIC Meeting files are not updated	Updated
			Students research paper file is incomplete	Completed
1.		CIVIL	Student grievances and redressal file is not updated	Updated
		CSE	Faculty and Staff award and recognition file is incomplete	Completed
		IT & CSBS	No deficiency is found	Only available applicable document up to first year
			Curriculum gap identification file is not updated	Updated
		MBA	Student participation file is incomplete	Completed
			Internship and Remuneration files are not updated	Updated
		EMS	Student grievances and redressal file is not updated	Updated
		ENIS	Result analysis file is incomplete	Completed

	Library	International Journal - Purchase order and receipts file are not updated	Updated
		Students Project reports are not maintained in specific format	Standard Template were given
	PAT & III	No deficiencies are found	
	CDT	No deficiencies are found	
	'PED	No deficiencies are found	
	PR Office	HoD meeting circular file – only soft copy is available	File updated with Hard
	Account Sec.	No deficiency is found	copy -

IQAC Coordinator

Chairman