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

Academic Audit Report
2021 - 2022

Basic Details

Institution	**MES COLLEGE OF ENGINEERING & TECHNOLOGY**
First Auditor Name	**Asha K R**
Second Auditor Name	
Visit	**First**
Semester Type	**Even**

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU (A)	Fair(3)	Academic calendar of college - not available, but comply with KTU calendar.	Academic calendar of college and departments prepared.
Functioning of students grievances and appeal committee (A)	Good(4)	Minutes of the meetings are maintained	
Functioning of Academic Discipline Welfare committee (A)	Good(4)	Minutes of the meetings are maintained	
Average student to faculty ratio (A)	Good(4)	Average SFR is maintained	
Faculty Retention (A)	Good(4)	Faculty is not properly retained in the college throughout the year, which may be due to the poor working atmosphere.	Releiving order is not issued in the middle of a semester.
Faculty Qualification Index (A)	Very Poor(1)	Faculty with PhD is not maintained	Some of the existing faculties are about to complete their PhD.

Number of qualified technical staff (A)	Poor(2)	Enough qualified staff is not available	More technical staff will be appointed.
Facility of central library with respect to volume and title of books, online print journals (A)	Good(4)	Volume & title as required available	
Functioning of IQAC and Progress of IQAC report uploading (A)	Fair(3)	Committee is there. But not constituted as per the requirement. No files as per format & records maintained as OBE works have started a few months ago.	Committee was re-constituted as per the requirements.
Institution Budget (A)	Fair(3)	Budget & expenditure statements with various heads are available. But budget is not earmarked for various departments.	New budget was prepared.
Details of central computing facility (A)	Fair(3)	Enough printers are not available.	Six of the faulty printers were repaired.
Principals response on previous audit reports (A)	Good(4)	Remarks are available.	

Student Interaction

Key Aspects	Rating	Auditor Remarks	Principal's Response
Syllabus coverage (B)	Good(4)	Syllabus is covered as per course plan	
Lab Facility and conduct of Labs (B)	Fair(3)	Many equipment available in the labs are not in working condition (badly affected by flood it seems). Proper maintenance & service is not documented. Hence mandatory number of experiments are not satisfied in the odd semester.	New equipments were purchased and the faulty eqipments were serviced.
Co-curricular facility (B)	Fair(3)	Facility for attending MOOC courses available.	
Extra-curricular facility (B)	Fair(3)	Facility available for sports.	Sports club constituted.
Transferring all intimation from University in time (B)	Good(4)	No complaints from students	
Approach of the management in addressing student grievance (B)	Poor(2)	No complaints from students	Grievance committee is collecting the complaints from students.
Availability of Faculty for all subjects (A)	Good(4)	Fair SFR	
Any other remarks (C)	Fair(3)	Subject group committees to be constituted & Question paper scrutiny of internal exams to be made mandatory to ensure the quality of question papers. Infrastructure available is not well maintained. Enough printers are not available for faculty & students. The student strength is also poor. Conduct of labs needs to be improved.	Subject group committee constituted and the question paper scrutiny is now made mandatory.
Extra fees/fine imposed on students (B)	Not Relevant	No extra fees are imposed.	

B.Tech

No of B.Tech Students	286

ELECTRONICS & COMMUNICATION ENGG-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report (B)	Good(4)	Documents are maintained	
Advisory meetings and action taken report (B)	Very Poor(1)	Haven't conducted yet	Advisory committee was constituted and meeting conducted.
Syllabus coverage as per course plan (B)	Good(4)	Syllabus covered as per the course plan	
Conduct of Tutorial Classes (B)	Good(4)	Documents are maintained.	
Evaluation of Answer Scripts (A):	Good(4)	Documents available in course file. Question paper scrutiny is to be done to maintain the quality. Question wise mark entry to be done for CO attainment evaluation (for OBE needs).	Will do the question paper scrutiny
Conduct of practical courses (B)	Good(4)	Marks available in course diary & samples available in course file.	
Evaluation of students performance in practical classes (A):	Good(4)	Daily assessment details of lab class not properly maintained in some courses.	
Facility to do experiments in the lab (A)	Good(4)	Available	
Conduct of remedial/minor/honours classes (B)	Very Poor(1)	No records available	All files will be maintained.
Maintenance of course diary (A)	Fair(3)	Course diary is maintained	

Key Aspects	Rating	Auditor Remarks	Principal's Response
Assessment of Outcomes (A)	Not Relevant	Not done yet as OBE implementation have just started only	
Faculty evaluation amp remarks of the HoD (A)	Fair(3)	Evaluation is done, but not proper. Also remarks missing.	
Conduct of Seminar, Mini project, Project amp Thesis (A)	Good(4)	Documentation not proper. Project guidelines, rubrics etc. to be prepared & followed.	
Computing facility in the department (A)	Poor(2)	not available	Computing facility made available
Facility for co-curricular and extracurricular activities (B)	Good(4)	Facility for MOOC is available.	
Students attending MOOC or other online courses (B)	Fair(3)	Documentation to be done.	Students are instructed to attend atleast one NPTEL course per semester.

CIVIL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report (B)	Fair(3)	Documents available for current semester	Will be made available.
Advisory meetings and action taken report (B)	Very Poor(1)	Haven't conducted yet	Advisory committee was constituted and meeting conducted.
Syllabus coverage as per course plan (B)	Good(4)	Syllabus covered as per course plan.	
Conduct of Tutorial Classes (B)	Good(4)	Documents are maintained.	
Evaluation of Answer Scripts (A):	Good(4)	Documents available in course files. Answer scheme &Question paper scrutiny form are to be maintained.	
Conduct of practical courses (B)	Good(4)	Documents are available in course files & marks in course diary.	

Key Aspects	Rating	Auditor Remarks	Principal's Response
Evaluation of students performance in practical classes (A):	Good(4)	Daily assessment details of labs not properly maintained in course diary.	
Facility to do experiments in the lab (A)	Fair(3)	Available, but many equipment are non-functional which were badly affected by previous floods. They are poorly maintained & serviced.	The faulty equipments were serviced.
Conduct of remedial/minor/honours classes (B)	Very Poor(1)	No records available	All files will be maintained.
Maintenance of course diary (A)	Good(4)	Course diary is maintained	
Assessment of Outcomes (A)	Not Relevant	Not done yet as OBE implementation have just started only.	
Faculty evaluation amp remarks of the HoD (A)	Fair(3)	Evaluation is done, but not proper. Also remarks missing.	HoD evaluation and remarks will be documented.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Not Relevant	Not available as no final year students are available.	
Computing facility in the department (A)	Poor(2)	Not available.	Computing facility made available
Facility for co-curricular and extracurricular activities (B)	Good(4)	Facility for MOOC available.	
Students attending MOOC or other online courses (B)	Good(4)	Documentation to be done	Students are instructed to attend atleast one NPTEL course per semester.

COMPUTER SCIENCE & ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report (B)	Good(4)	Documents are maintained.	
Advisory meetings and action taken report (B)	Very Poor(1)	Haven't conducted yet.	Advisory committee was constituted and meeting conducted.

Syllabus coverage as per course plan (B)	Good(4)	Syllabus covered as per course plan.	
Conduct of Tutorial Classes (B)	Good(4)	Documents are maintained.	
Evaluation of Answer Scripts (A):	Good(4)	Documents available in course files. Answer scheme &Question paper scrutiny form are to be maintained.	
Conduct of practical courses (B)	Good(4)	Marks available in course diary & samples available in course file.	
Evaluation of students performance in practical classes (A):	Good(4)	Daily assessment details of lab class not properly maintained in some courses.	
Facility to do experiments in the lab (A)	Good(4)	Available	
Conduct of remedial/minor/honours classes (B)	Very Poor(1)	No records available	All files will be maintained.
Maintenance of course diary (A)	Good(4)	Course diary is maintained.	
Assessment of Outcomes (A)	Not Relevant	Not done yet as OBE implementation have just started only	
Faculty evaluation amp remarks of the HoD (A)	Fair(3)	Evaluation is done, but not proper. Also remarks missing.	HoD evaluation and remarks will be documented.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Good(4)	Documentation not proper. Project guidelines, rubrics etc. to be prepared & followed.	
Computing facility in the department (A)	Good(4)	available	
Facility for co-curricular and extracurricular activities (B)	Good(4)	Facility for MOOC available	
Students attending MOOC or other online courses (B)	Good(4)	Documentation is available in the dept.	

ELECTRICAL AND ELECTRONICS ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report (B)	Not Relevant	No intake in EEE branch	
Advisory meetings and action taken report (B)	Not Relevant		
Syllabus coverage as per course plan (B)	Not Relevant		
Conduct of Tutorial Classes (B)	Not Relevant		
Evaluation of Answer Scripts (A):	Not Relevant		
Conduct of practical courses (B)	Not Relevant		
Evaluation of students performance in practical classes (A):	Not Relevant		
Facility to do experiments in the lab (A)	Not Relevant		
Conduct of remedial/minor/honours classes (B)	Not Relevant		
Maintenance of course diary (A)	Not Relevant		
Assessment of Outcomes (A)	Not Relevant		
Faculty evaluation amp remarks of the HoD (A)	Not Relevant		
Conduct of Seminar, Mini project, Project amp Thesis (A)	Not Relevant		
Computing facility in the department (A)	Not Relevant		
Facility for co-curricular and extracurricular activities (B)	Not Relevant		

Students attending MOOC or other online courses (B)	Not Relevant		

MECHANICAL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report (B)	Fair(3)	Documents available for current semester	Documents will be made available.
Advisory meetings and action taken report (B)	Very Poor(1)	Haven't conducted yet	Advisory committee was constituted and meeting conducted.
Syllabus coverage as per course plan (B)	Fair(3)	Syllabus covered as per course plan for theory subjects.	
Conduct of Tutorial Classes (B)	Poor(2)	Not well maintained.	More tutorial classes were arranged.
Evaluation of Answer Scripts (A):	Good(4)	Documents available in some course files. Answer scheme &Question paper scrutiny form are to be maintained.	
Conduct of practical courses (B)	Fair(3)	Documents are available in course files & marks in course diary. All mandatory experiments are not conducted.	The faulty equipments were repaired and the experiments were conducted.
Evaluation of students performance in practical classes (A):	Good(4)	Daily assessment details of labs not properly maintained in course diary.	
Facility to do experiments in the lab (A)	Fair(3)	Available, but many equipment are non-functional which were badly affected by previous floods. They are poorly maintained & serviced.	New equipment were purchased and the faulty equipments were serviced.
Conduct of remedial/minor/honours classes (B)	Very Poor(1)	No records available.	All files will be maintained.

Maintenance of course diary (A)	Good(4)	Course diary is available only for the current even semester courses. Odd semester many course diaries are not available.	Will maintain.
Assessment of Outcomes (A)	Not Relevant	Not done yet as OBE implementation have just started only.	
Faculty evaluation amp remarks of the HoD (A)	Fair(3)	Evaluation is done, but not proper. Also remarks missing.	HoD evaluation and remarks will be documented.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Fair(3)	Documentation not proper. Project guidelines, rubrics etc. to be prepared & followed.	Will follow as per the suggestions.
Computing facility in the department (A)	Very Poor(1)	Not available	Computing facility made available.
Facility for co-curricular and extracurricular activities (B)	Good(4)	Facility for MOOC is available	
Students attending MOOC or other online courses (B)	Fair(3)	Documentation not available	Students are instructed to attend atleast one NPTEL course per semester.