



Vel Tech Multi Tech

Dr.Rangarajan Dr.Sakunthala Engineering College

An Autonomous Institution



Department of Mechanical Engineering

1. AUDIT REPORT

Following tables show the Audit report to be filled by the Auditor during audit process. Tables 1, 2 and 3 show the audit report form for curriculum design, teaching-learning and assessment & evaluation respectively.

Table 1. Audit Report for Curriculum Design

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
1	The extent of curriculum compliance to the guidelines of concerned Regulatory Authority (eg. AICTE for technical programmes, BCI for law etc.)	S	Followed as per Norms	—

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
2	Effective participation / involvement of external stakeholders in the curriculum design & revision	S	All good	All curriculums are incorporated in the verticals.
3	Satisfaction of curriculum for the requirements of Program Specific Criteria (PSC) of respective programme prescribed by appropriate professional / lead society	S	Pso's are related to machines.	Can be modified in future regulations.

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
4	Adequateness of the curriculum to address all the Program Outcomes of the respective program	S	All good	No improvement required.
5	Frequency of curriculum revision / syllabi modification	S	In the regular syllabus there is no change in the R-2019.	Can be revised for every two years based on Stakeholders

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
6	Summary of feedback of course handling faculty on course & syllabus	C	Subject name and general comments are missing	Need improvement.
7	Recommendations of BoS incorporated in the curriculum & syllabi	S	—	—

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
8	Recommendations of Academic Council incorporated in the curriculum & syllabi	S	-	-
9	Relevance of course outcomes with respect to the content	S	-	-

Table 2. Audit Report for Teaching – Learning

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
1.	Conduct of Course Coordinator / Module Coordinator Meeting as per the schedule	C	Minutes of meeting is missing	Need improvement
2.	Action taken / follow up of Course Coordinator / Module Coordinator Meeting	D	Need to include	Need improvement.

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
3.	Innovative Teaching – Learning / Active Learning Methods Attempted / Incorporated / Employed / Followed.	S	-	-
4.	Students' attendance maintenance	S	All good	No improvements required.

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
5.	Course file maintenance	W	Course meeting minutes missing.	Need improvement.
6.	Feedback of the follow-up action on course faculty	W	Consolidate feedback from students for a concern faculty is missing	Need improvement.

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
7.	Conduct of prescribed number of hours as per the LTP	S	-	-
8.	Student Mentoring	S	-	-

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
9.	Availability of the academic facilities & Equipment / Software / Hardware to conduct experiments	S	—	—

Table 3. Audit Report for Assessment and Evaluation

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
1	Assessment conducted to all the COs	C	Course attainment is missing for not attained subjects.	Need improvement
2	Taxonomy level of questions and corresponding course outcomes	C	Taxonomy level is need to increase from K1 to K6	Need to change the question paper as per taxonomy.

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
3	Adequateness of time	S	-	-
4	Language and Grammar	S	good	NO Changes required.

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
5	Assignment tasks and Taxonomy level	S	All good	No changes required.
6	Availability of schemes for evaluation	S	-	-

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
7	Fairness in the evaluation	S	Good initiative	-
8	Transparency in the evaluation	S	good	-

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
9	Quality of the experiments in practical courses / Project work			
	a. Conduct of all the experiments	S	-	-

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
	b. Regularity of observation and record work completion	S	maintained properly.	good.
	c. Rubrics for practical courses	S	good	-

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
	d. Model Examinations	S	maintained Property	No changes required.
	e. Project review	S	—	—

Sl. No.	Criteria	Extent of Gaps	Description of Gaps or Scope for improvement	Strategies to bring improvement
	f. Rubrics for project work	S	—	—
	g. Project report as per guidelines	S	Good reports are on per format.	No changes required.

Extent of Gaps

D - Deficiency: Not complied and must be addressed immediately; there is a huge gap between the expected and available.

W - Weakness: Poorly complied with high-probability for non-conformance; there is a moderate gap between the expected and available.

C - Concern: Complied at present but there is a probability for non-conformance in near future.

S - Strongly Complied.

2. SUMMARY OF AUDIT REPORT

Name of the Department	Mechanical Engineering
Name of the Programme	U.G.
Name of the HoD	Dr. M. Selvam
Name of the Auditor-1 with affiliation (Internal / External)	DR. P. CHANDRASEKAR ASSO. PROF. Rajalakshmi Engineering college Chennai - 602105. 8438168889.
Name of the Auditor-2 with affiliation (Internal / External)	—
Date of Audit	

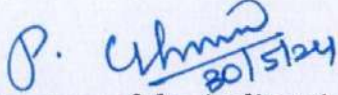
9.1 Curriculum Design

Description of Gaps:

Curriculum revisions are not done for every two years.

Suggestions for Improvement:

Need to be revised as per the current / Stakeholders suggestions.


Signature of the Auditor-1
C.Dr. P. Chandrasekar

Signature of the Auditor-2

9.2 Teaching-Learning

Description of Gaps:

1. Course co-ordinator minutes.
2. Action taken for the course Co-ordinator.
3. Course file and feedback are not properly maintained.

Suggestions for Improvement:

1. Need to improve the Teaching & Learning Criteria 1, 2, 5, 6.

P. Chinnu
20/5/24
Signature of the Auditor-1
C.P. Chandrasekar

Signature of the Auditor-2

9.3 Assessment and Evaluation

Description of Gaps:

1. ^{Individual} course not attained action taken is missing
2. Blooms taxonomy level should be from K1 - K6.

Suggestions for Improvement:

1. Question papers are/ ~~are~~ ^{should} be standard one.
2. Blooms taxonomy level should be maintained properly
3. Some of the criteria files are maintained very good.

P. Chandra
30/5/24
Signature of the Auditor-1

CDR. P. Chandrasekar

Signature of the Auditor-2