

Year and Semester of Audit: 2022-23  
Odd**Date of Audit:**

## AUDIT OBSERVATIONS

### Course Diary and Course Files

SL No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
<b>S3 CSE A</b>														
2	CST 201	DS	SS	C		A		A			A/T	T-4 A-2	Tutorials not approved and level analysis missing. LAs Planned 9, conducted 6	
	CST 203	LSD	RM	InC	Internal marks split missing									completed
4	CST 205	OOPJ	ST	InC	Internal marks split missing									completed
5	HUT 200	PE	DS	C		A		A			A	3		
7	CSL 201	DS LAB	SS/SG	C		A		A					Lab manual missing	
8	CSL 203	OOP LAB	ST/SRP	InC	PSO missing								Lab manual missing	
<b>S3 CSE B</b>														
2	CST 201	DS	JJ	InC	Attendance log incomplete, Teaching record incomplete						A/T	1/2	Incomplete	completed
3	CST 203	LSD	JT										Couse file missing	
4	CST 205	OOPJ	AR	C		A		A			A	4	Complete	
6	MCN 201	SE	BVS	C		A		A			A	6	Complete	
7	CSL 201	DS LAB	JJ/SS	InC	CA incomplete, result analysis missing, HoD sign missing								Incomplete, Attainment not calculated, sample record missing, Lab manual missing	completed
8	CSL 203	OOP LAB	AR/JT	C		A		A					Incomplete, attainment missing	completed
<b>Minor</b>														
1	CST 281	OOP	SS	InC	Result analysis missing								Attainment missing,	Completed
2	CST 283	PML	SRP/RNG	InC									Attainment missing, Assignment missing, KTU internals missing	Completed
<b>S5 CSE A</b>														
1	CST301	FLAT	AA	InC	PSO missing, Justification missing, LA missing, Total hours missing, HoD sign in teaching record missing, impact analysis report missing	NA		NA		NA		A-1	Course plan is not in proper format course plan not approved IE 1 attainment missing Assignment QP level, answer key, attainment missing, IE2 qp not approved, File is not in proper order, Previous qp missing, current University QP with answer scheme missing	verified
2	CST303	CN	SG	C	Teaching record not signed	A		A			A/T	A-2 T-4	CO missing in answer sheet.	Completed
3	CST305	SS	SL	C							A	A-2	CO missing in answer sheet. Consolidation of LAs not in CP	Completed
4	CST307	MPMC	BVS	C		A		A			A/T	A-2 T-2	Consolidation of LAs not in CP. CO missing in answer sheet. LA level analysis missing.	Completed
5	CST309	MSS	DS	C	Final feedback missing	A		A			A	A-1 P - 2	Consolidation of LAs not in CP. Course project given	Completed
6	CSL331	SS & MP LAB	RM/AA	InC	Total hours engaged missing, page no-18,19 and CAY missing, impact analysis missing								incomplete CA , sample answer sheet missing, sample record missing	completed
7	CSL333	DBMS LAB	SKV/DS	InC	CAY attainment missing	A		A					Sample record missing	Completed
8	MCN 301	DM	JJ	InC	LA marks not entered. Final internal missing. Teaching record incomplete. Previous year impact analysis	A					A	A - 3	Consolidation of LAs not in CP. CO missing in samle answer sheet. IE 2 QP not approved. LA level analysis missing. University QP with answer scheme missing	Completed
<b>S5 CSE B</b>														

1	CST301	FLAT	FKA	InC	Attendance mark not entered	A		A			T	T-4	Tutorial answer key missing. Consolidation of LAs not in CP.	completed
2	CST303	CN	SRP										Course file missing	
3	CST305	SS	SVK	InC	Attendance mark not entered	A		A			A/T	A-2 T-1	Consolidation of LAs not in CP. Assinment sample not graded.	Completed
4	CST307	MPMC	RM	InC	LA marks not filled, Teaching record incomplete, total hours engaged missing, IE2 result analysis missing							A-2	CO missing in sample answer sheet, Assignment -1 sample missing, Assignment -2 sample not graded.	Completed
5	CST309	MSS	SKV	InC	Tutorial log missing. Continuous asesment missing. Total no of periodsmissing	A		A			A	A-2	Consolidation of LAs not in CP. CO missing in samle answer sheet. Previous and current year university QP missing	Completed
6	CSL331	SS &MP LAB	SVK/AHS	InC	Result analysis missing	A		A					lab manual missing	
7	CSL333	DBMS LAB	DS/SL	InC	Total hours missing									
8	MCN 301	DM	SS	InC	CAY-1 missing	A		A						
<b>HONORS</b>														
1	CST 393	JT	CA										Course file missing	
2	CST 395	SVK	NNDL	InC	Total hours missing. Page 31,32,33,35 not filled	A		A			A	A-2	LA attainment missing. University scheme missing	completed
<b>S7 CSE</b>														
1	CST401	AI	SS	InC	LA marks not entered. Teaching record not signed. Continuous asesment missing.	A						A-2 T-4	Consolidation of LAs not in CP. A2 not graded	Completed
2	CST 413	ML(Elective)	RNG	C				A			A/T	A-1 T-9	Consolidation of LAs not in CP. Tutorial not graded. Previous and current year university QP missing	Completed
3	CST 435	CG(Open elective)	AA	InC	Tutorial,assignment missing	A		A			A/T		attainment,tutorial,assignment,previous ques paper missing	Completed
4	CSL411	Compiler lab	BVS/FKA	InC	Result analysis missing								model questions missing	
5	CSQ413	Seminar	RNG	C		A		A					attainment missing	
6	CSD 415	Project Phase 1	SL	InC	Detailed attendance missing	A		A					Signature of some of the guides missing , course diary missing	Completed
<b>S1 MTECH</b>														
1	221TCS100	AML	RCR	InC								Course project-1	course plan not in proper format,CO, CO mapping and justification missing,CO missing in sample answer sheet, CPR, CA , Result analysis, Impact analysis missing	
2	221TCS008	IS	ST	InC									course plan not approved, IE1 qp not approved, log of attendance missing, CA , Result analysis, Impact analysis missing.	
3	221ECS033	CFIR	SL	InC	Justification missing							LA-4	IE1 Qp not approved, IE1 answer key missing, CO not marked in sample answer sheet, CPR, CA , Result analysis, Impact analysis missing	
4	221ECS040	SC	SG	C								A-2	CO missing in sample answer sheet, Assignment not valued	
5	221RGE100	RM&IPR	RCR										Couse file missing	
6	221LCS100	Computing Lab I	ST										Institute vision, mission , Department vision , mission missing, course outcome & objectives missing, Lab manuel missing, sample record not valued.	
<b>S3 MTECH</b>														
1	06DS 7 2 1 3	SLSP	AHS	C								A-2	Good work	Completed
2	06DS 7 2 2 3	DS	SKV	InC									Previous UTY qp missing, CPR missing, Internal splitup missing.	Completed

Feedback Status

S3 Complete

S5 Complete

S7 Complete

**Course / Class Committee Files**

Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments	
1	S3 CSE A	Ms. Jisha James	2	Not	Minutes not in proper format, Details after IE2 missing	Completed

2	S3 CSE B	Dr. Resmi N G	2	Available	Class committeee after IE1 missing	Completed
3	S5 CSE A	Ms. Fasila K A	3	Available		
4	S5 CSE B	Sreenu G	6	Available		Completed
5	S7 CSE	Rakhee M	2	Available	Class committeee after IE1 missing	Completed
6	S1 MTECH	Ms. Sreetha V. Kumar S.			file missing	
7	S3 MTECH	Dr. Rajesh Cheriyan Roy	3	Available		
8	Minor (OOP)	Ms. Jency Thomas			file missing	
9	Minor (Python for ML)	Ms. Asha Raj			file missing	
10	Minor (DC)	Ms. Bismin V. Sherif			file missing	
11	Honors(CA)	Ms. Sneha Sreedevi			file missing	
12	Honors(NN&DL)	Ms. Sheena K V				

Course plan is not in proper format in many courses.  
Consolidation of LA is not included in course plan of many courses.

**General comments:**

**Name and Signature**

**Auditors**

Auditor 1: Dr. Kavitha S

Auditor 2: Jincy P Mathai

Auditor 3: Ambily Mohan

Auditor 4: Juby Joseph

**Auditee Dept. HoD**

**Internal Academic Audit Report (Final Audit)**  
**DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**

Year and Semester of Audit: 2022-23  
Odd

Date of Audit:

**AUDIT OBSERVATIONS**

**Course Diary and Course Files**

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
S3														
1	ECT201	SSD	Dr.KS	InC	Attendance marking	A	Teaching record - dates missing	A			Numerical problems and hand written discussions	2	LA1 & LA2 key missing Retest answer papers missing	completed
2	ECT203	LCD	Dr. SG	C									LA3 questions missing	
3	ECT205	NT	ET											
4	EST200	DAE	Dr.AA	InC	Dates missing in course plan	A		A			Written discussions and Preparation of presentation	2		completed
5	MAT201	PDECA	MM											
6	MCN201	SE	Dr.AAJ	C	Final attendance in Course diary missing Impact analysis of CAYm1 missing	A		A			Hand written discussions	2		
7	ECL201	SC Lab	DP & ASV	C	Dates missing in Lab Plan	A		A						
8	ECL203	LD Lab	Dr.SG & Dr. AA	C	Final attendance missing in course diary									
S5														
1	ECT301	LIC	BM	C	Final student feedback index missing								Tutorials details missing LA answer keys missing	
2	ECT303	DSP	Dr. AJ	C									LA answer key missing	
3	ECT305	ADC	Dr. DS	InC	Course plan not verified and approved LA mark entry missing	A		A			Hand written discussion and ppts	5	Course file content order need to be aligned to the check list	completed
4	ECT307	CS	Dr. RS	C	Tutorial missing	A		A			hand written problem solutions	3		
5	HUT300	IEFT	BG											
6	MCN301	DM	RPH	InC	LA marks not entered Attendance marks not calculated								Course paln date missing, not approved IE1 qn paper not approved LA1 sample and answer key missing IE 2 qn paper not approved, sample and attainment missing LA2 details missing	completed
7	ECL331	ACS Lab	Dr. KS & BM	C	Lab plan with dates missing									
8	ECL333	DSP Lab	ET & Dr. AJ											
S7														
1	ECT401	M&A	Dr. PS	C							Hand written discussions Software analysis	4	Software usage for LAs	
2	ECT413	OFC	ASV	C	Final feedback index missing							3	LAs attainment missing	
3	ECT423	CN	Dr.AA	InC	Course plan with dates missing Final feedback index missing						Hand written discussion	2	LAs answer key missing Retest question paper missing	completed

4	MCN401	ISE	RPH	InC	Attendance marks missing in course diary Final feedback index missing								Course plan not approved IE2 qn paper not approved/verified IE2 attainment calculation missing LA questions, answer key and attainment missing	completed
5	ECL411	ELM Lab	Dr. PS & Dr. RS	C									Usage of virtual Lab for Content beyond syllabus	
6	ECQ413	SEMINAR	Dr.SG & Dr.DS	InC	Approval missing for seminar schedule Internal assessment details not filled Impact analysis CAYm1 missing Result analysis missing								Seminar topics and guides list missing Abstract missing Marklist incomplete attainment missing	completed
7	ECD415	Project	Dr.AAJ & Dr. DS	C	Course code missing in diary									
8	ECT445	IoT	DP	C	Final feedback index missing									
<b>S1</b>														
1	EST130 S1CE	BEL	DP	C		A		A			Software output & Hand written discussion	2	LAs answer key missing	
compl	EST 130 S1 ME	BEL	RPH	InC	LA & AE marks not entered Impact analysis CAYm1 missing								Course plan not approved IE1, IE2, AE & LA1 attainment missing AE & LA1 answer key missing	completed
3	EST 130 S1 CSA	BEL	KPS	InC	Course plan not approved impact analysis of CAYM1 missing	A		A			Hand written discussions	2	LAs answer key missing	completed
4	EST 130 S1 CSB	BEL	ASV	C								2	Result analysis, marklist of LAs are missing	completed
5	ESL 130 S1CE	Basic Electronics lab	AAJ	InC	Date missing in course plan	A		A					Internal exam question paper and sample missing	completed
6	ESL 130 S1ME	Basic Electronics lab	RPH	InC	Program calender missing CA marks and Final Marks missing Result analysis missing Impact analysis missing								Course plan not approved KTU uploaded internal marks missing	completed
7	ESL 130 S1CSA	Basic Electronics lab	BM	C										
8	ESL 130 S1 CSB	Basic Electronics lab	ASV	C		A		A						

#### Feedback Status

**S3 Complete**

**S5 Complete**

**S7 Complete**

#### Course / Class Committee Files

Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments	
1	S3	Dr. Rijo Sebastian	3	Available		
2	S7	Deepa Prabhu R	3	Available		
3	S5		3	Available		
4	S1	Dr Arun Joy				

#### General comments:

Name and Signature

Auditee Dept. HoD

Dr. Abhilash Antony

#### Auditors

Auditor 1: Daniel A V

Auditor 2: Sreetha V Kumar

**Note:** Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.

**AUDIT OBSERVATIONS**

**Course Diary and Course Files**

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
S3														
1	EET201	C&N	BP	C		A		A		A	T/LA	11	Tutorials - sample, Tutorial-4 QP and Answer key, Retest QP & Answer key	Completed
2	EET203	M&I	AVC	C		A		A		A	T/LA	3	Impact Analysis Report, Internal Assessment split up, Retest QP Approval and answer key, LA3- QP, answer key and sample	Completed
3	EET205	AE	SP	C		A		A		A	T/LA	3		
4	EST200	D&E	JG	C		A		A		A	LA	4		
5	MCN201	SE	GC	InC	HOD Signature in attendance & internal assessment	A		A		A	LA	3	LA2 QP not verified & approved, Details of retest conducted for absentees	Completed
6	EEL201	C&M LAB	APJ	C		A		A		A				
7	EEL203	AE LAB	GC	InC	Impact Analysis Report signature, No HOD sign in some places	A		A		A			Internal lab exam schedule, no sample record	Completed
S5														
1	EET301	PS 1	ARR	C	Previous PO attainment	A		A		A	T/LA	12	IE2 Qn paper approval, Uty qn paper, ans key, proof for all LAs not seen	Completed
2	EET303	MPMC	PP	C		A		A		A	T/LA	10	IE2 qn paper not approved	Completed
3	EET305	S&S	APJ	C		A		A		A	T/LA	3	IE1 ans paper having good performance not found.	Top Performance Paper not found
4	EET307	SIM	TM	C		A		A		A	T/LA	7		
5	MCN301	DM	GT	C		A		A		A	T/LA	4		
6	EEL331	MP LAB	BP	C		A		A		A			Internal mark calculation no seen,course pjt not signed by faculty.	Completed
7	EEL333	EM 2 LAB	JJ	C		A		A		A			countinuous evaluation not visible	Completed
S7														
1	EET401	ACS	AM	C		A		A		A	LA	5		
2	EET463	IT	AV	C		A		A		A	T/LA	3		
3	MCN401	ISE	JJ	C		A		A		A	T/LA	10	course-co mapping not written, approval, verification sign in qn papers not done, pls chk file ordering	Completed
4	EET435	RES	JD	C		A		A		A	T/LA	5		
5	EET455	EMG	TM	C		A		A		A	T/LA	8		
6	EEL411	CS LAB	AM	C		A		A		A				
7	EEQ413	SEMINAR	PP	C		A		A		A			No sample record	Completed
8	EED415	PJT P 1	AVC	C		A		A		A			No sample record	Completed
S1														
1	EST130	BEE (civil)	MS	InC	End sem feedback, Impact Analysis CAYm1	A		A		A	LA	3	IE1, IE2 samples	Completed
2	EST130	BEE (ME)	MS	InC	Impact Analysis CAYm1	A		A		A	LA	3		Completed
	EST130	BEE(CS A)	ARR	InC	End sem feedback, Impact Analysis CAYm1	A		A		A	LA	2	IE1 QP verification sign by PAC, LAs QP verification sign, University QP answer key	Completed
	EST130	BEE(CS B)	AV	C		A		A		A	T/LA	3		

	ESL130	BEW (civil)	JJ	C		A		A		A		Course plan approval, Continuous assessment sheet, Approved QP & answer key	Completed
	ESL130	BEW (ME)	MS	C		A		A		A			
	ESL130	BEW(CS A)	ARR	C		A		A		A		Course plan approval, QP approval	Completed
	ESL130	BEW(CS B)	APJ	C		A		A		A		Course plan verification	Completed

#### Feedback Status

S3 Complete

S5 Complete

S7 Complete

#### Course / Class Committee Files

Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments	
1	S3 EE	Ambili Mohan	5	yes		
2	S5 EE	Ajith Vijayan	2	yes		
3	S7 EE	Geethu Chacko	7	yes	signature of attendees not done	

#### General comments:

CO missing in Sample answer sheets.

Faculties who approved /verified qn papers ,please write your name also ,along with the sign.

Please fill the course diary with pen (Found pencil writings)

In the attendance sheet please put any mark to represent the days present

#### Name and Signature

#### Auditors

Auditor 1: Sruthy T G

Auditor 2: Jisha James

#### Auditee Dept. HoD

**Note:** Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.



**Internal Academic Audit Report (Final Audit)**  
**DEPARTMENT OF MCA**

Year and Semester of Audit: 2022-23 Odd

Date of Audit:

**AUDIT OBSERVATIONS**

**Course Diary and Course Files**

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
S1														
1	20MCA101	MFC	AJ											
2	20MCA103	DFCA	JK	C		A		A		A		2	Assignment-2 ,Tutorial-6	
3	20MCA105	ADS	SK	C		A		A		A		2	Assignment-2 ,Tutorial-10,seminar	
4	20MCA107	ASE	SS	C		A		A		A			Assignment-2 ,Tutorial-6	
5	20MCA131	Python Lab	JK	C		A		A		A				
6	20MCA133	WP Lab	SS	C		A		A		A				
7	20MCA135	DS Lab	SK	C		A		A		A				
8														

**Feedback Status**

**S1 Complete**

**Course / Class Committee Files**

Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments	
1	S1					
2						
3						

General comments:

**Name and Signature**

**Auditee Dept. HoD**


**Dr. Saritha K**


**Auditors**


Auditor 1: Rema Devi

Auditor 2:

**Note:** Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.

Sl. N	 Muthoot Institute of Technology & Science				delete / nplete	Course Diary	Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
						Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
S3															
1	MET205	MMS	PKM	InC		Log of attendance incomplete Internal assessment incomplete Remedial details missing	A		NA	7 activities are planned and details of 2 are available		Assignmnet test Video assignmnet	2	Latest university QP and Answer key missing	completed
2	MET203	MoF	JUB	InC		PSO missing Log of attendance and LA details incomplete internal assessment not filled Teaching record not signed by HOD Tutorial log not filled Result analysis, Course progress report, Impact analysis report incomplete HoD sign missing								Course plan not approved File contents not in order IE2 Qp not approved Assignmnet QP, previous university QP, Latest Uni. QP and Answer key missing	completed
3	MET201	MoS	AKDV	InC		LA details missing Internal assesment sheet not complete Teaching record not signed by HoD Course progress report incomplete, HOD sign missing Impact analysis report CAY incomplete	A					Written	3	Course file checklist not correct Better to add the marks sheet of IE1, IE2, Assignments in the file IE2 QP not approved IE1, IE2 answer sheet marks split up and COs missing Assignments QP format not correct Assignmnet not graded Latest university QP and Answer key missing Tutorial Qp, answer key and samples missing in the file	completed
4	HUT 200	PE	PM											File Missing	
5	MCN 201	SE	RTM	InC		LA details missing Internal assessment sheet not complete Teaching record not signed by HoD Course progress report incomplete								Course file checklist cot correct Course plan not approved Assignment QPs missing Latest university QP and answer key missing	completed
6	MEL201	CAMD	PVM			Internal assesment sheet incomplete Conduct of exam, result analysis page not filled Attainment not filled in Impact analysis report HoD sign missing								IE1, IE2 QP not approved IE1 attainmnet missing IE2 sample, attainment missing Model question, model viva questions,sample record, lab manual missing	
7	MET285	MST (Minor)	PKM	InC		Academic calender missing Attendance log incomplete Internal assessment sheet incomplete CAY attainmnet not filled	A					Open book test video assignment		Course Plan not approved	completd
S5															
8	MCN301	DM	AT	InC		HoD sign missing in teaching record Course progress report, Impact Analysis Report incomplete	NA							Answey Key for IE2 missing Details of LA missing.	completed
9	MET305	ISE	PVM	InC		HoD sign missing in teaching record Tutorial log not filled HoD sign missing in course progress report	A		NA	3 planned and details of 2 are available		Written	3	CO not marked in the ansewr sheet of IE1 IE2 QP not approved	
10	MET307	MTM	RTM	InC		LA details missing Internal assesment sheet not complete Teaching record incomple and not signed by HoD Course progress report HoD sign missing Tutorial log and Continuous not filled					A	Written	2	Course file check list not correct Course plan not approved IE1, IE2 QP not approved IE1 answer key, attainment sheet missing IE2 answer key missing IE1, IE2 COs not marked inthe answer sheet Assignment1 mark sheet missing learning activities not included in te course plan	completed
11	MET301	MOM	MKK	C		LA deatils incomplete	A							LA question paper , answer key and samples missing Previous university QP missing	
12	MET303	TE	HN											File Missing	
13	MEL333	TE LAB 1	JUB/HN	C		Complete	A							Complete	
14	MEL331	MT LAB 11	NMT	InC		Log of attendance incomplete Internal assessment sheet incomplete	A		A					Sample record missing	completed
S7															
15	MET413	AMND Elective 2	NMT	InC		IE1, IE2 marks in 12.5 not entered in the course progress report Course progress report , attendance log missing Impact analysis sheet for CAY not filled Internal Assessment sheet incomplete	A		A			written	5	in IE1, IE2 , retests answer sheet CO missing Assignmnet QP not format LA attainmnet missing	completed
16	MET423	OTA Elective 2	PTG	InC		HoD sign missing for teaching record & Course rogress report Continuous Assessment sheet not filled Result Analysis incomplete CAY incomplete for Impact Analysis	A		A					LA QP & attainment missing Current University QP & scheme missing KTU upload internals missing	

Sl. N	 Muthoot Institute of Technology & Science			Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Availability / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
17	MET425	QTE (OE)	PTG		Internal Assessment sheet incomplete HoD sign missing for teaching record & Course progress report Result Analysis incomplete CAY incomplete for Impact Analysis	A		A					LA QP & attainment missing. Details of Assignments 3,4,5 missing Current University QP & scheme missing KTU upload internals missing	completed
18	MET401	DME 1	KA	InC	Internal marks in 12.5 not entered In attendance log 46 hours are marked but in teaching record 38 hrs are entered Continuous assessment details are missing HoD sign missing in teaching record and course progress report	A					Written	3	IE2 attainment missing Assignment QP missing Assignments not graded Latest university Qp and answer key missing LAs not entered in the course plan	completed
19	MCN401	ISE(S7 ME)	PVM	InC	Teaching record incomplete Tutorial log not entered result analysis, Course progress report, impact analysis report(CAY) incomplete	A		NA	4 planned and 2 available		Written	2	IE2 QP not approved IE2, LA attainment missing Tutorial details missing	completed
20	MEL411	ME LAB	KA/SR	C	Exam details missing	A							Course plan not approved Model questions and Model viva questions missing Sample record missing	completed
21	MEQ413	SEM	RTM/PKM	C	Log of attendance incomplete								Seminar marks split up missing HoD sign missing in evaluation sheets	completed
22	MED415	PROJECT Phase 1	RTM/PKM	InC	Attendance log incomplete								Co-Po mapping justification missing Panel member signature missing in evaluation sheets Project marks split up missing	completed
23	MCN 401	ISE(S7 CSE)	PM										File Missing	
S1														
24	EST 110	EG (EEE)	VV	InC	1. HOD sign missing in subject coverage and course progress report 2. In log of attendance , presentees not marked 3. Course progress report incomplete 4. Impact analysis report not filled for the previous year	A		NA	6 assignments are planned.	A	cad lab & written	3	1. Previous year university question papers are missing	completed
25	EST 120	BME (EEE)	AKDV	InC	Course -PO mapping not completed Vision, mission and PEO of EEE dept needs to be pasted LA marks not entered Internal assessment sheet not complete Log of attendance and hours taken not matching HoD sign missing in teaching record, Course progress report, and last page Impact analysis report incomplete								Course file check list not correct Course plan not approved by HoD IE1, IE2 question paper staff copy not available No Co marked in the answer sheet of IE1, IE2, Assignment test Internal exam mark sheet missing for IE1, IE2, Assignment test Assignments not graded Marklist of assignments missing Assignment question paper not in format Assignment test QP , Answer key missing KTU uploaded internals missing Latest university QP missing	completed
26	ESL 120	ME W/S (EEE)	AKDV	InC	Course -PO mapping not completed Conduct of exam not filled HOD sign missing Impact analysis report not filled			A					Course file checklist not correct Course plan not approved KTU uploaded internals missing marksheets of LAs missing Sample record and Lab manual missing	
27	EST 110	EG (ECE)	AR		1.HOD sign missing in subject coverage and course progress report 2. Continuous assessment not filled 3. Previous attainment not filled in Impact analysis report	A		NA	6 assignments planned	A	CAD lab & written		1. Course plan, IE1 QP,IE2 QP, IE2 CAD lab QP, Model exam QP not approved	completed
28	EST 120	BME (ECE)	JJ	InC	Missing								File not updated	Submitted
29	ESL 120	ME W/S (ECE)	VV	C		A		A			Multiple choice	1	lab manual missing	completed
30	EST 110	EG (CS AI)	AR		1.HOD sign missing in subject coverage and course progress report 2. Continuous assessment not filled	A		NA	6 assignments planned	A	CAD lab & written		1. Course plan, IE1 QP,IE2 QP, IE2 CAD lab QP, Model exam QP not approved	completed
31	EST 120	BME (CS AI)	SR	InC	Weekly schedule missing Attendance log, internal assessment incomplete Teaching record incomplete, tutorial log, continuous assessment log missing CPR incomplete, CAYm1 missing						6 assignments planned		Course plan not approved & planned date missing IE 1, IE2 QP not in proper format & not approved CO & marks not present in sample answer paper of IE1, IE2, assignment test Assignment Question not in proper format, scheme missing & not graded Current year university QP & answer key missing	completed
32	ESL120	ME W/S (CS AI)	AR	C		A		A					Lab record and lab manual missing	completed

Sl. N	<div> <b>Muthoot</b> <b>Institute of Technology &amp; Science</b></div>				Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Availability / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				delete / nplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)	Type		Number			
33	EST 110	EG (AI &DS)	VV	InC	1. HOD sign missing in subject coverage and course progress report 2. In log of attendance , presentees not marked 3. Course progress report incomplete 4. Impact analysis report not filled for the previous year	A		NA	6 assignmns were planned			cad & written	3	1. Previous university question paper missing	
34	EST 120	BME (AI&DS)	KA		Vision, mission and PEO of AIDS dept needs to be pasted  Internal assesmnet sheet incomplete Log of attendance incomplete Log of attendance and number of hours mismatch Teaching record incomplete Course progress report HOD sign missing			NA	6 assignments planned and details of one is found in the file					IE1, IE2, Assignmnet test QP Blooms level missing Assignment question paper not in format Latest University QP missing	completed
35		ME W/S (AI&DS)	PM	InC										File Missing	Submitted
36	EST 110	EG (CY)	SR	InC	Log of attendance incomplete Internal Assessment incomplete Planned dates missing in teaching record Tutorial log missing Details of continuous assessment missing Weekly schedule missing CPR incomplete				6 assignmns were planned					Planned date missing in course plan Course plan not approved Marks & CO missing IE 1, IE2, model exam sample answer sheet Assignment QP missing & not graded Current year university QP missing	completed
37	EST 120	BME (CY)	AT	InC	Tutorial log not filled									Checklist missing IE1, IE2 QP not approved IE1, IE2 answe key missing Tutorial QP missing Latest university QP and Answer key missing Assignment QP, sample and attainmnet missing	
38	ESL120	ME W/S (CY)	MKK	C											completed

Feedback Status

S3 Incomplete

S5 Incomplete

S7 Incomplete

Course / Class Committee Files					
Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments
1	S7 ME	Dr. Praveen K M		Not Available	
2	S5 ME	Dr. Pramod K M		completd	
3	S3 ME	Dr.Nikhil M		Not Available	
4	EG CC	PVM	1	Available	
5	EST 120 BME CC	BV,HN		Not Available	

General comments:

Name and Signature

Auditee Dept. HoD

Auditors

Auditor 1: Rakhee M

Auditor 2: E V Harish

**Note:** Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.

3 Mar 2023

## AUDIT OBSERVATIONS

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
<b>S3 CS AI</b>														
1	CST 201	DS	CJ	C		A		A			2 assignment, 5 tutorial			
2	CST 203	LSD	AV	C		A		A			2 assignment, 3 tutorial		IE 2 sample answer sheet mismatch (kept AI&DS answer sheets)	
3	CST 205	OOPJ	DEB	InC	Impact analysis report incomplete	A		A			3 assignment, 6 tutorial		IE2 qp not approved, prev year univ qp missing	completed
4	MCN 201	SE	EPS	InC	Impact analysis report incomplete	A		A						completed
5	CSL 201	DS LAB	CJ,MCA Fac	InC	CA split up not entered in course diary, Result analysis (Pg 19) incomplete	A		A					course plan not approved, attainment not done	completed
6	CSL 203	OOP LAB	DEB, PCV	InC	CA split up not entered in course diary,	A		A					attainment not done	completed
<b>S3 AI DS</b>														
1	CST 201	DS	CMA	InC	Internal assessment split up not complete in course diary	A		A			2 assignment, 6 tutorial		File not in proper order, IE 1, IE2 QP not verified,	completed
2	CST 203	LSD	AV	C		A		A			2 assignment, 3 tutorial		IE1, IE2, assignment 1, 2 attainment mismatch, file not in proper order	
3	CST 205	OOPJ	EPS	C		A		A			2 assignment, 7 tutorial		CO in diary mismatch with CO in course plan	
4	MCN 201	SE	SB	InC	Log of attendance is not complete, CPR incomplete\	NA							IE2 CO Attainment sheet mismatch, current sem QP and scheme missing	completed
5	CSL 201	DS LAB	AV, CMA	InC	Continuous Assessment marks not entered in course diary	A		A					Lab manual not kept, Coursediary Impact analysis report not complete, Exam details not entered in course diary	completed
6	CSL 203	OOP LAB	EPS,JV, CJ	InC	Result analysis not entered in course diary, Impact Analysis report incomplete	A		A					Attainment missing, internal exam details missing in course file, sample record not kept	completed
<b>S5 CS AI</b>														
1	CST301	FLAT	SB	C		NA	52 planned, 44 taken				4 assignment, 10 tutorial			
2	CST303	CN	PCV	C		NA	52 planned, 38 taken				7 tutorial, 3 assignment, 1 seminar			
3	AMT305	IML	JV	C		A		A			3 Assignment, 4 tutorial		CO not entered in the sample answer sheets	
4	AIT307	IAI	RJ	C		A		A			3 Assignment, 3tutorial		Assignment QP not verified and approved	
5	CST309	MSS	CMA	C	Continuous assessment details not entered in the course diary	A		A					CO not entered in the sample answer sheets, IE 2 answer key mismatch with QP.	
6	AML331	ML LAB	JV,EPS, DEB	C		A		A					Attainment details missing in file	
7	AIL333	AI LAB	RJ/SB	C		A		A					Attainment details missing in file	
8	AIT395	CB (Honours)	RJ	InC	CPR not complete	A		A			2 assignments		CO details not entered in answer sheet,	completed
9	AIT397	ACV (Honours)	CJ	InC	Feedback details not missing	A		A			2 assignments			completed
<b>S3 M.Tech</b>														

**Internal Academic Audit Report (Final Audit)**  
**DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND DATA SCIENCE**

Year and Semester of Audit: 2022-23 Odd

Date of Audit:

3 Mar 2023

**AUDIT OBSERVATIONS**

**Course Diary and Course Files**

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Availability / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
completed	06DS7311	IVA	JV	InC	CPR and IAR missing	A		A						completed
2	06DS7321	TM	PCV	C		A		A						
3	06DS7033	Seminar	AV	InC		A		A						
4	06DS7043	Project	SB	InC		A		A					Check list not pasted, sample report missing	
<b>S1 M.Tech</b>														
1	221TCS004	AI & NLP	SMI	C		A		A					IE1 QP not approved, IE1 answerkey missing, subject coverage missing, attainment missing, KTU uploaded internals missing	

**Feedback Status**

**S3 Complete**

**S5 Complete**

**S7 Complete**

**Course / Class Committee Files**

Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments	
1	S3 M.Tech	Dr. Cerene Mariam Abrahma	3	Available	Check list not pasted, Class Timetable, IE1 and 2 result analysis, IE marks, KTU final internals not kept	
2	S1 M.Tech	Chichu Jacob	3	Available	Check list not pasted, Class Timetable, IE1 and 2 result analysis, IE marks, KTU final internals not kept	
3	S3 AIDS	Dr. Priya C. V	3	Available	Check list not pasted, Class Timetable, IE1 and 2 result analysis, IE marks, KTU final internals not kept	
4	S3 CS AI	Shareena Basheer	3	Available	Check list not pasted, Class Timetable, IE1 and 2 result analysis, IE marks, KTU final internals not kept, minutes not signed	
5	S5 CS AI	Angel Varghese	3	Available	Check list not pasted, Class Timetable, IE1 and 2 result analysis, IE marks, KTU final internals not kept	

**General comments:** For few labs attainment not done, few M. Tech files not proper.

**Name and Signature**

**Auditors**

Auditor 1: Ms. Ashna Varghese

Auditor 2: Mr. Prisley Varghese Mathew

**Auditee Dept. HoD**

**Note:** Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.

AUDIT OBSERVATIONS

Course Diary and Course Files

Course Diary and Course Plan														
Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan	Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD	
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)			Comments (If Not Aligned)	Type			Number
S3														
1	MAT 201 [CE]	PDE & CA	LP	C		A			A					
2	MAT 201[EE]	PDE & CA	Dr. AS	C		A			A	Tutorial Assignment	5			
3	MAT 201[ME]	PDE & CA	Dr. AS	InC	Tutorial 5 dates not entered	A			A	Tutorial Assignment	5		Corrected	
4	MAT 201[EC]	PDE & CA	MM	C		A			A	Tutorial Assignment	4			
5	MAT203	DMS	EVH	C		A			A	Tutorial Assignment	4	In Some tutorial, marks not entered in sample	Corrected	
6	MAT203 [CS B]	DMS	EB	C		A			A	Tutorial Assignment	3			
7	MAT203	DMS CS AI	JPM	C		A			A	Tutorial Assignment	5			
8	MAT203	DMS CS AI DS	EVH	C		A			A	Tutorial Assignment	4			
9	MAT281 (MINOR)	ALA	AJ	C		A			A	Tutorial	2	IE2 Sample sheets CO mapping missing	Corrected	
10	HUT200 [S3 CSB]	PROFESSIONAL ETHICS	BG	InC	In impact analysis report, change target to 55%	A			A	Assignment	2		Corrected	
S5														
1	HUT300	IE&FT [EE]	BG	InC	In impact analysis report, change target to 55%	A			A	Assignment	2	Dates missing in Course plan	Corrected	
2	MAT381[MINOR]	RP&QT	Dr. AS	InC	Weekly Schedule not entered					Tutorial	2	IE1 and IE2 Sample sheets CO mapping missing, Tutorials QP CO mapping and level analysis missing.	Corrected	
3	HUT300	IE&FT [EC]	BG	InC	In impact analysis report, change target to 55%	A			A	Assignment	2	Dates missing in Course plan	Corrected	
4	HUT300	IE&FT [ME]	BG	InC	Program vision missing	A			A	Assignment	2	Dates missing in Course plan	Corrected	
S1														
1	MAT 101 (CE)	LA & C	JPM	C		A			A	Tutorial Assignment	5			
2	MAT 101 (ME)	LA & C	Dr. TC	C						Tutorial Assignment	1	IE1, IE2 and AE Sample Answer sheets CO not entered, Assignment QP, CO mapping, Level Analysis missing, Second sample assignment sheet not graded.	Corrected	
3	MAT 101 (EFE)	LA & C	MM	C		A			A	Tutorial Assignment	4	Assignment QP Level Analysis missing	Corrected	
4	MAT 101 (ECE)	LA & C	LP	C		A			A	Tutorial Assignment	4	Assignment Key missing		
5	MAT 101 (CSE A)	LA & C	MM	C		A			A	Tutorial Assignment	4	Assignment QP Level Analysis missing	Corrected	
6	MAT 101 (CSE B)	LA & C	LP	C		A			A	Tutorial Assignment	4	Assignment Key missing		
7	MAT 101 (CSE AI)	LA & C	EB	InC	In impact analysis report, change target to 55%	A			A	Tutorial Assignment	4	IE1 Qp - not approved, Assignment mark not available in sample,	Corrected	
8	MAT 101 (AI&DS)	LA & C	EVH	InC	In impact analysis report, change target to 55%	A				Tutorial Assignment	4		Corrected	
9	MAT 101 (CY)	LA & C	EB	C		A			A	Tutorial Assignment	4	IE1 Qp - not approved, Assignment mark not available in sample, LA1 attainment calculation sheet heading - Dept. of EFE,	Corrected	

AUDIT OBSERVATIONS

Course Diary and Course Files

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If Incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Comments (If Not Aligned)	Comments (If Not Aligned)		Type	Number		
10	PHT 110 (CE)	ENGG.PHY B	Dr. SG	InC	Syllabus - 5th module missing. Period not mentioned in attendance sheet, LA marks not entered, Assignment test mark missing, Teaching record incomplete, Result analysis incomplete, Impact analysis report - Need to improve target need to be improved to 55%	A				A	Tutorial Asmt	3 2	IE1 sample answer book - average and poor sample missing, IE1 attainment missing, IE2 sample answer book average missing, IE2 attainment missing, Tutorial questions missing, LA attainment missing, Assignment exam attainment missing	
11	PHT 110 (ME)	ENGG.PHY B	Dr. RR	InC	Assignment test original marks not entered in diary,	A				A	Tutorial Asmt	1 3	Tutorial marks not available in sample, assignment CO & level missing	Corrected
12	PHT 100 (CSE A)	ENGG.PHY A	Dr. RR	InC	In impact analysis report, change target to 55% , Assignment exam original mark not available in diary	A				A	Tutorial Asmt	1 3	Tutorial marks not available in sample, assignment CO & level missing	Corrected
13	PHT 100 (CSE B)	ENGG.PHY A	Dr. SG	InC	LA details not entered No of periods present missing Result analysis missing Impact analysis report incomplete	A				A	Tutorial Assignment	3 2	IE1 Sample sheet - only 1 is there, Punching order not as per checklist, IE2 sample sheets only 2 found and COs not mapped. AE sample sheets - only 1 found but COs not mapped. Assignment 1 details not found, Tutorial details not found. Current university QP and Scheme is missing.	
14	CYT 100 (FEE)	ENGG. CHE	Dr. KS	C							Tutorial written assignment	5 2	First Retest Answer Sheets missing. AE marks on 25 to be entered in course diary	Corrected
15	CYT 100 (CSE AI)	ENGG. CHE	AV	InC	Result Analysis missing, Impact Analysis CAYMI missing	A				A	Tutorial Asmt	6 2	Retest details punching Order not as per checklist, Sample Assignment not graded	Corrected
16	CYT 100 (FCE)	ENGG. CHE	AV	InC	Program vision, mission PED, PSO missing,	A				A	Tutorial Asmt	4 2	Retest details punching Order not as per checklist, Sample Assignments not graded	Corrected
17	CYT 100 (AI&DS)	ENGG. CHE	ANK	C							Tutorial written assignment	5 2	Rearrange the file as per the checklist (attainment sheets not in place)	Corrected
18	CYT 100 (CY)	ENGG. CHE	Dr. KS	InC	Tutorial 4 marks not complete	A				A	Tutorials written assignment	4 2	retest[QP answer sheets] punching order, Assignment test sample answer sheets CO mapping, Sample assignment sheets and tutorials not graded.	Corrected
19	PHL 120 (CE)	PHY LAB	Dr. SG	InC	Continuous Assessment not complete Result analysis missing, Pg 18 Not complete, Attainment not done.	A				A			Course Plan not approved Sample record and manual missing	Corrected
20	PHL 120 (ME)	PHY LAB	Dr. RR	InC	In impact analysis report, change target to 55%	A				A			Continuous assessment split up marks not available, Marks not present in record	Corrected
21	PHL 120 (CSE A)	PHY LAB	Dr. RR	InC	In impact analysis report, change target to 55%	A				A			Continuous assessment split up marks not available, Marks not present in record	Corrected
22	PHL 120 (CSE B)	PHY LAB	Dr. SG	InC	PO,PEO,PSO missing, attendance log incomplete Continuous Assessment not entered Result analysis missing, Pg 18 Not complete, Attainment not done.	A				A			Course Plan not approved Checklist Not posted Sample record and manual missing	Corrected



2/3/23

## AUDIT OBSERVATIONS

[illegible]

Year and Semester of Audit: 2022-23 Odd

Date of Audit:

2/3/23

## AUDIT OBSERVATIONS

### Course Diary and Course Files

**Feedback Status**  
**S3**

S5

S7

**Course / Class Committee Files**

Course / Class Committee Files					
Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Details Available / Not	Comments
1	LA & C	Dr. AS	3	YES	3rd meeting notice missing, Final Internals may be filed.
2	ENGG. PHYSICS	Dr. TC	3	YES	Punching order can be rearranged - notice order
3	ENGG. CHEMISTRY	Dr. SG	3	YES	Punching order can be rearranged - notice order
4	LIFE SKILLS	Dr. KS	3	YES	Student List/Faculty list may be filed.

**General comments:**

Name and Signature

**Auditors**

Auditor 1:

**Auditor 2:**

Auditor 3:

Auditor 4:

Auditee Dept. HoD

**Note:**

Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.

**Internal Academic Audit Report (Final Audit)**  
**DEPARTMENT OF CIVIL ENGINEERING**

Year and Semester of Audit: 2022-23 Odd

Date of Audit:

07/03/2023

**AUDIT OBSERVATIONS**

**Course Diary and Course Files**

Sl. No.	Course Code	Course Name (Short)	Faculty (Code)	Course Diary		Alignment of classes with the course plan		Alignment of assessments with course plan		Google Classroom Available / Not	Assignments/Projects given		Other Interesting observations in the Course delivery if any/Remarks	Comments by HoD
				Complete / Incomplete	Comments (If incomplete)	Aligned / Not Aligned	Comments (If Not Aligned)	Aligned / Not Aligned	Comments (If Not Aligned)		Type	Number		
S3														
1	CET201	MOS	Dr. AM	C		A		A					File order to be corrected; COs not marked in sample answer sheets; Assignment samples not graded Tutorial samples not graded LA3,LA4 keys missing	Verified
2	CET203	FM	SSR	InC	Teaching record incomplete; HOD sign missing	A		A						Completed and verified
3	CET205	SUR	Dr. MPN	C		A		A					Completed	-
4	EST200	D&E	NA	InC	Internal assessment incomplete	A		A			5			Completed and verified
5	CEL201	CED LAB	RM	InC	Schedule of experiments-HOD sign missing	A							Completed	Completed and verified
6	CEL203	SUR LAB	JJ	InC	Schedule of experiments-HOD sign missing									Completed and verified
7	MEL203	MT LAB	BV	C									Lab attainment sheets missing	Completed and verified
8	MCN201	SE	JJ	C		NA	31 planned, 23 taken	A					Completed	-
9	MCN201	SE	STG	C									Completed	-
S5														
1	CET301	SA1	BV	InC	Teaching record HOD sign missing	A		A			5		CO missing in Sample answer sheets	Completed and verified
2	CET303	DCS	Dr. KCB	InC	Teaching record HOD sign missing CPR incomplete						3		CO missing in Sample answer sheets File order not correct	Completed and verified
3	CET305	GT2	STG	C		A		A			6		CO missing in Sample answer sheets	Verified
4	CET307	HWRE	SJD	C		A		A			2		Sample assignment not graded	Verified
5	CET309	CTM	APR	InC	CPR incomplete			A			5		File order not correct	Completed and verified
6	CET397	GWH	SJD	InC	LA marks missing	A		A			1		Sample assignment not graded	Completed and verified
7	CET393	SD	Dr. HL	InC	CPR incomplete			A			3			Completed and verified
8	CEL331	MT2 LAB	Dr. KCB	C									Completed	-
9	CEL333	GT LAB	STG	C									Completed	-
10	MCN301	DM	SJ	InC	Weekly schedule missing HOD sign missing in teaching record CA incomplete	A		A			3		CO missing in Sample answer sheets Sample assignments not graded	Completed and verified
11	MCN301	DM	BV	InC	HOD sign missing in teaching record	A		A			3		CO missing in Sample answer sheets	Completed and verified
S7														
1	CET401	DSS	RM	InC	Teaching record HOD sign missing	A		A			5		Insufficient IE1 and IE2 sample answer sheets(3 levels) CO missing in sample sheets	Completed and verified

2	MCN401	ISE	SMJ	InC	IE2 marks out of 50 missing	A		A			4		CP not approved file order to be corrected IE1 QP pattern not correct O missing in sample answer sheets LA format not correct; not approved IE2 QP not verified; key missing	Completed and verified
3	CEQ413	SEM	SSR	C									Completed	-
4	CED415	PROJ	Dr.KCB	C									Completed	-
5	CET415	EIA	APR	C		A		A			5		File order not correct University QP and key missing	To be updated
6	CET413	PC	Dr.BK	InC	HOD sign missing in teaching record RA missing	A		A			3		IE1 and IE2 samples not sufficient file order not correct	Completed and verified
7	CET423	GIT	NA	InC	Internal assessment not complete	A		A			5			To be completed
8	CEL411	EE LAB	APR	InC	Conduct of exam details missing	A							CP not approved	Completed and verified
<b>S1</b>														
1	EST120	BCE	Dr. KCB	InC	HOD sign missing in teaching record CPR incomplete Impact analysis incomplete						2		CO missing in sample answer sheets LA1 details missing	Completed and verified
2	EST120	BCE	RM	InC	Weekly schedule missing Vision Mission missing	A		A			2			Completed and verified
3	EST120	BCE	SJ	InC	LA details missing	A		A					Retest key/answer sheets missing; File order to be corrected; LA samples not graded	Completed and verified
4	EST120	BCE	SSR	InC	HOD sign missing in teaching record	A		A			2		CO missing in sample answer sheets Sample assignments not graded	Completed and verified
5	EST120	BCE	DAV	C		A		A					Insufficient answer sheets - IE1	Verified
6	EST100	EM	JJ	C		A					3		CO missing in sample answer sheets Sample LA not graded	Completed and verified
7	EST100	EM	Dr. AM	C		A		A			5		Insufficient sample answer sheets; LA keys missing; LA3 sample sheet not graded	Verified
8	EST100	EM	DAV	C		A		A					LA samples not graded	Verified
9	EST100	EM	SMJ	InC	Weekly schedule missing IA details incomplete(IE marks out of 50) HOD sign missing in teaching record Impact analysis incomplete	A					2		CO missing in sample answer sheets LA questions and solution missing LA3 details missing	Completed and verified
10	ESL120	CEW(S1EC)	DAV	InC	HOD sign missing in schedule of experiments								Continuous evaluation sheet missing KTU submitted internals missing	Completed and verified
11	ESL120	CEW(S1CS-AI)	SJD	InC	HOD sign missing in schedule of experiments								KTU submitted internals missing Final PO attainment missing	Completed and verified
12	ESL120	CEW(CT)	NA	InC	HOD sign missing in schedule of experiments	A							KTU submitted internals missing Final PO attainment missing	To be completed
13	ESL120	CEW(CS-AIDS)	SJ	InC	HOD sign missing in schedule of experiments								Final PO attainment missing	Completed and verified
14	ESL120	CEW(S1EEE)	SJ	InC	HOD sign missing in schedule of experiments								KTU submitted internals missing Final PO attainment missing	Completed and verified

#### Feedback Status

S3 Complete

S5 Complete

S7 Complete

#### Course / Class Committee Files

Sl. No	Course / Class	Chairman	No. of Meetings Conducted	Yes	Comments	
1	S3	RM	4	Yes		
2	S5	<a href="#">Dr. AM</a>	3	Yes		
3	S7	SJD	2	Yes		
4	BCE & CEW	BV	3	Yes		

5	EM	NA	1	Yes		
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General comments:

Auditors

Auditor 1: Ms. Binu Nanohar

Auditor 2: Ms. Resmi N G

Name and Signature

Auditee Dept. HoD

**Note:** Insert additional rows, if required and delete blank rows before printing.  
Take print out and submit to the IQAC after signing.