



KONGU ENGINEERING COLLEGE

(AN AUTONOMOUS INSTITUTION)

PERUNDURAI – 638 060 ERODE TAMILNADU INDIA

Audit -Action Taken Report

**Revision - 1
01-06-2019
IQAC**

Academic Audit – Action Taken Report - 2018-19

Name of the Department : Management Studies

Date of Audit : 25.09.2019

Date of Action taken : 04.10.2019

No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	Curriculum	➤ Copy of regulation, curriculum & Syllabus. 18 regulation not given	Made available	Verified
2.	Students performance & Activities	➤ Value added programmes not offered in 2018-19.	Value added programme will organised	--
3.	Continues Improvement	➤ New facility created : No new facilities created Finance Trading and Research Lab may be established. Proposal applied to MODROB	Proposal applied to MODROB	Verified
4.	Placement file	➤ Placement needs to be improved	Steps taken by coordinating with Alumni.	Verified
5.	Supplementary process	➤ No awareness programme for higher studies organized.	Since it is a PG programme, it may not be needed.	--

Dr. S. Venkataasalam
(Dr. C. S. Venimozhi Selvi)

Signature of Auditor

L
HOD

(Name with designation and department)

IQAC Coordinator



KONGU ENGINEERING COLLEGE

(AN AUTONOMOUS INSTITUTION)

PERUNDURAI – 638 060 ERODE TAMILNADU INDIA

Audit -Action
Taken Report

Revision - 1
01-06-2019
IQAC

Academic Audit – Action Taken Report - 2018-19

Name of the Department : Civil Engineering

Date of Audit : 25.09.2019

Date of Action taken : 03.10.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	Course end survey	Not available	Faculty members are asked to prepare the course end survey and keep it intact in the file.	1. <i>[Signature]</i> 2. <i>[Signature]</i>
2	faculty research publications	Faculty Publication in Journals – Deviations as per Quality Plan	Faculty members those who are not meeting the quality plan are advised and motivated by HoD to publish more number of Papers	1. <i>[Signature]</i> 2. <i>[Signature]</i>
3	Alumni Feedback	Only names of the alumni are found.	Advised to collect and record the details	1. <i>[Signature]</i> 2. <i>[Signature]</i>
4	Placement file	Decrease in the percentage when compared to last year.	Company identification and placements through internship were planned and Company need based training are planned for the students	1. <i>[Signature]</i> 2. <i>[Signature]</i>
	Value added Programme / Non formal programme	consolidating all the components of NFC is not available	Advised to collect and consolidate the details.	1. <i>[Signature]</i> 2. <i>[Signature]</i>

1. *[Signature]* 4/10/19

2. *[Signature]* 4/10/19

Signature of Auditor

[Signature] 4/10/19

HOD

1. Dr.R.Meenakumari / EEE

2. Dr.N.Shanthi / CSE

[Signature]
IQAC Coordinator



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Academic Audit – Action Taken Report - 2018-19

Name of the Department : Mechanical
 Date of Audit : 25.09.19
 Date of Action taken : 27.09.19

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	Teaching Monitoring Process	➤ Some sign missing in course file ➤ Other assessment rubrics to be completed	Got signature from HoD in missed places and updated in the course file	Verified
		➤ pass% missing	Updated in the course file	Verified
2	List of Faculty and Skill Matrix	➤ Knowledge level of the faculty to be updated- skill matrix odd & Even semester.	Updated in the skill matrix	Verified
3	Students performance& Activities	➤ Attendance shortage for break student (18-19 passed out)	Not done	Verified
4	Department objectives monitoring records Non Conformity register	➤ To be updated ➤ To be updated based on quality plan ➤ No updation in NCR and Improvement register	Deviation in Quality plan for IV, IPT, Placement shortage, attendance shortage, pass % , faculty research papers and student feedback should be entered in NCR	--

Arumalai 30/9/19 (Dr. T. Meeraadevi)

DR. Suganthi 30/9/19 (R. C. Suganthi)

HOD 30/9/19

(Name with designation and department)

*IQAC Coordinator 30/9/19
Dr. A. Sudhakar
(Dr. A. Sudhakar)*



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**Audit -Action
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Academic Audit – Action Taken Report - 2018-19

Name of the Department : Mechatronics Engineering

Date of Audit : 25/09/2019

Date of Action taken : 30.09.2019

Sl. No.	Findings / Description / Parameters	Observations and Non-Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	Cycle testmarks analysis	Follow-up action for failure students – Two different formats have been followed	Formats recommended by overall IQAC Coordinator for EVEN and ODD Semester was followed accordingly	Verified <i>[Signature]</i>
2.	PAC and QAC files	Not updated	2017 – 18 Completed & 2018 – 19 are updated	Verified <i>[Signature]</i>
3.	Students Progression (Sample) – previous and present semester	Not updated	A Separate File is prepared and maintained	Verified <i>[Signature]</i>
4.	One Batch of Percentage of Result Analysis from Third Semester to Eighth Semester According to Program Duration Applicability If Any	Not updated	Complete set of ESE results from (1-8) for the passed-out batch is maintained in ESE result file of B section	Verified <i>[Signature]</i>
5.	Any complaint – negative remarks mentioned by students, parent, employer – entered – complaint redressed (Any action taken) Result	Course monitoring committee complaints – Not entered Parents feedback - complaints only available	All the missing complaints were entered and files are updated	Verified <i>[Signature]</i>
6.	Students attendance in library	Not updated for 2019-2020	A Strict follow up action will be initiated and entry will be monitored	Verified <i>[Signature]</i>
7.	Department Quality Objectives Monitored were Entered in monitoring and improvement file	Objectives monitoring record not updated	QR13 File is recreated and updated	Verified <i>[Signature]</i>

1. Dr. V. CHITRA DEVI
Prof. (Chemical)

*Chitra Devi
3/10/19
(4/4)*

2. Dr. S. KARUNAICAPALI, M.Tech, M.A.,
Signature of Auditor

(Name with designation and department)

*S. Karunai Capali
01-06-19
HOD*

*S. Karunai Capali
4/10/2019
IQAC Coordinator*

To: Dr. P. S. K. / mech / IQAC



KONGU ENGINEERING COLLEGE
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Academic Audit - Action Taken Report - 2018-19

Name of the Department : Automobile Engineering
 Date of Audit : 24.09.2019
 Date of Action taken : 30.09.2019

Sl. No.	Findings/ Description/ Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	Separate 1 hour may be given for tutorial subject	NC	5 hours shown for 4 credit courses. Tutorial period is not marked separately.	
2.	Mapping of CO and PO need to be done	NC	The new format of CO PO Mapping will be added in the course file	
3.	PAC and QAC files can be maintained	NC	It will be maintained from this semester onwards for NBA purpose	
4.	Projects evaluation can be done using the rubrics	OBSERVATION	Rubrics available, marks split ups will be maintained	
5.	Offer letters are available only for few students	OBSERVATION	All offer letters of placed students are available	
6.	No extension Activity in MoUs.	NC	Students undergone internship training and placed in MoU companies	
7.	No separate department library Newsletter not yet started.	NC	Library yet to be established	
8.	QR06 is not available	NC	IQAC does not have such format	
9.	QR 10, QR11 and QR 12 are also not shown.	NC	IQAC does not have such format	

1. *onlinw* DR. S. RAMASWAMY, ASSO. PROF., FT
1/10/19

2. *mani* E. GOTHAI, ASR, CSE
1/10/19

Signature of Auditor
 (Name with designation and department)

P. Somasundaram
1/10/19
 IQAC Coordinator

P. Somasundaram
1/10/19
 HOD

Dr. P. SOMASUNDARAM
 PROFESSOR AND HEAD
 DEPARTMENT OF AUTOMOBILE ENGINEERING
 SCHOOL OF BUILDING AND MECHANICAL SCIENCES
 KONGU ENGINEERING COLLEGE
 THOPPUPALAYAM (PO)
 PERUNDURAI (TK), ERODE - 638 060



Estd : 1984

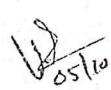
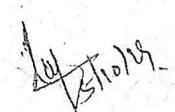
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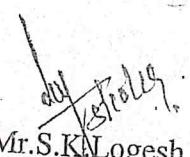
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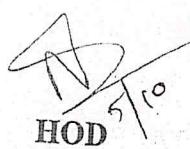
of the Department : Electrical and Electronics Engineering
 of Audit : 25.09.2019
 of Action taken : 05.10.2019

Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
Curriculum - Feedback Systems from stake holders and action in regulations	May include few more evidences as stake holders	Feedback from the stake holders have kept. BOS coordinator is requested to collect more feedback from the stake holders pertaining to Regulations, Curriculum and Syllabi.	 Mr. V. Surendar
Teaching Process Monitoring- Course plan	Lecture Plan not found in Personal logbook	All the faculty members are instructed to paste the lecture plan in their log book.	 Mr. S.K. Logesh
Teaching Process Monitoring- Action for slow learners	No action taken	As per NBA the identification of slow learners to be done by the individual course teachers. List to be maintained. The list of action taken with necessary proofs to be maintained as separate document. A review to be conducted by the year coordinator at the end of each semester.	
Course outcome and program outcome- PAC and QAC files	Files to be updated	The corresponding in-charge instructed to update the files soon.	

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
5	Students performance & Activities - list of students who have not undergone industrial visit and inplant training -action taken	To be consolidated for IV year	IV coordinator instructed to consolidate the list of students undergone IV,IPT. Class advisors and IV coordinator are instructed to ensure the compliance as per the quality policy.	
6	Customer feedback and communication - Any complaint – negative remarks mentioned by students, parent, employer – entered - complaint redressed (Any action taken) Result	Verified Complaints- Not entered and Closed	All complaint registers are consolidated and maintained in a single note.	Mr.V.Surendar 
7	Department objectives monitoring records	Except Pass Percentage Analysis ,others need to be recorded and monitored	IQAC coordinators instructed to complete	
8	Non Conformity register	Except Pass Percentage Analysis ,others need to be recorded and monitored	IQAC coordinators instructed to complete	Mr.S.K.Logesh 

Signature of Auditor

1. Dr.P.Nirmaladevi / Prof / ECE Department
2. Dr.C.Maheswari / Prof / MTS Department



HOD



IQAC Coordinator



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Academic Audit – Action Taken Report - 2018-19

Name of the Department : Electronics and Instrumentation Engineering

Date of Audit : 25.09.2019

Date of Action taken : 21.10.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	Course teacher, follow-up / remedial measures taken for failed students, evidence in course file.	HOD's signature missed in some places	Verified with concerned course file and updated	S. Sathish 19/10/19
2.	Improvement of faculty research publications and Improvement	RD files not disclosed	Verified all the relevant Data	S. Sathish 27/10/19
3.	Mapping of CO and Attainment Calculation	CO and PO Mapping attainment sheet and calculation for All subject	CO attainment calculations made on 16.10.2019	S. Sathish 16/10/19
4.	Mapping of CO with PO	CO and PO Mapping attainment sheet and calculation for All subject	PO Attainment to be completed before November 2019	
5.	list of students who have not undergone industrial visit and in plant training - action taken	Consolidated list of students who have not gone for IV and IPT may be prepared	Consolidated list of students who have not gone for IV and IPT prepared and verified.	S. Sathish 18/10/19

1. P. Sekarumar (P. SEKARUMAR)

2. Dr. T. C. Kasi Selvi (Dr. T. C. KASISELVI)

Signature of Auditor

(Name with designation and department)

IQAC Coordinator

HOD

 Estd : 1984	KONGU ENGINEERING COLLEGE (AN AUTONOMOUS INSTITUTION) PERUNDURAI – 638 060 ERODE TAMILNADU INDIA	Audit -Action Taken Report Revision - 1 01-06-2019 IQAC
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Academic Audit – Action Taken Report - 2018-19

Name of the Department : ECE
 Date of Audit : 25.9.19
 Date of Action taken : 27.9.19

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	Student Record III A to be updated	Observation	Completed	<i>Verified</i> <i>Done</i>
2	Lab Manual –LIC lab R2014 - Authentication syllabus and content page missing	Observation	Completed	<i>Verified</i> <i>Done</i>
3	Feedback for the curriculum –more numbers needed	Observation	To be implemented within next BoS	<i>Verified</i> <i>Done</i>
4	Mark split up based on Rubrics for projects	Observation	Implemented in 2019 -20	<i>Verified</i> <i>Done</i>

1. Dr. S. V Jayachitra, Prof/EIE, *Done*
 2. Dr. P. Jayanthi, ASP/CSE *27/9/19*
P. Jayanthi *27/9/19*
 Signature of Auditor

Winguru *27/9/2019*
 HOD

(Name with designation and department)

P.L
 IQAC Coordinator

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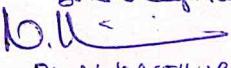
Academic Audit – Action Taken Report - 2018-19

Name of the Department : Computer Science and Engineering

Date of Audit : 24.9.2019

Date of Action taken :

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
Nil				


 Dr. S. J. Sugunan ASP-GIE

 Dr. N. KASTHURE P (ECE)
 Signature of Auditor


 IQAC Coordinator


 HOD

(Name with designation and department)



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Academic Audit – Action Taken Report - 2018-19

Name of the Department : Chemical Engineering

Date of Audit : 25.09.19

Date of Action taken : 30.09.19

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	14CHT42 – Process heat transfer lab	Individual Faculty timetable missing in the file	Individual Faculty timetable added to the course file	Verified <i>Cleve 30/9/19</i>
2.	14CHT53 – CRE	*) CT1 Mark Missing *) Assignment Mark is not in the paper *) in Lecture Plan – Actual date and sign missing *) Internal Mark split-up-not available	All the observations have been completed and added in the course file	Verified <i>Cleve 30/9/19</i>
3.	Students attendance in library	Students attendance register not updated	Register updated	Verified <i>Cleve 30/9/19</i>

Signature of Auditor

1. *R. Karunai*
2. *M. Jayachandran*

(Name with designation and department)

R. Karunai
P/CSE

2. M. S. BALAJI
Asst/CIVIL

IQAC Coordinator

R. Balaji
HOD

Cleve 30/9/19
(Mr. A. Srivatsan)



Estd : 1984

**KONGU ENGINEERING COLLEGE
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**Audit -Action
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IQAC****Academic Audit – Action Taken Report - 2018-19**

Name of the Department :FoodTechnology

Date of Audit :26.9.2019

Date of Action taken : 3.10.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	General findings for All files	At the time of audit only the department coordinators know the documents asked in the Audit format	The faculty are instructed to familiarize the documents for the academic audit in the department faculty meeting	Verified
2	Faculty information and Contribution	Mismatch between consolidate list for Journal, conference details and proof Outside interaction should be improved	List of papers published by faculty in journals and conference were updated. Numbers matched with available proofs	verified
3	Students performance& Activities	The points for each student is not calculated as mentioned by IQAC	The activity points for student will be calculated from the academic year 2019-20	Verified
4	Placement file	Percentage is not matching with placed and non placed students	Percentage of placed and non placed students details updated.	Verified

			Numbers Matched	
5	Teaching process monitoring	Follow-up of the failed students in subsequent exams to be carried out	The failed students will be closely monitored from the current semester	Verified
6	Course outcome and program outcome	CCC minutes may be maintained for monitoring of continuous improvement	As only one section is available, aspects in CCC meeting will be taken for monitoring continuous improvement from 2019-20	Verified
7	Department objectives monitoring records	Department of quality plan to be revised	Department quality plan has been revised	Verified

1. Raj C. Premalatha
31/01/19

2. Sathyasai (S. Nallige) (CE)

Signature of Auditor
(Name with designation and department)

R. Omprakash
31/01/19

HOD

IQAC Coordinator

06/01/2019

(Dr. A. Srinivas)

 Estd : 1984	KONGU ENGINEERING COLLEGE (AN AUTONOMOUS INSTITUTION) PERUNDURAI – 638 060 ERODE TAMILNADU INDIA	Audit -Action Taken Report Revision - 1 01-06-2019 IQAC
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Academic Audit – Action Taken Report - 2018-19

Name of the Department :FoodTechnology

Date of Audit :26.9.2019

Date of Action taken : 3.10.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	General findings for All files	At the time of audit only the department coordinators know the documents asked in the Audit format	The faculty are instructed to familiarize the documents for the academic audit in the department faculty meeting	Verified
2	Faculty information and Contribution	Mismatch between consolidate list for Journal, conference details and proof Outside interaction should be improved	List of papers published by faculty in journals and conference were updated. Numbers matched with available proofs	verified
3	Students performance& Activities	The points for each student is not calculated as mentioned by IQAC	The activity points for student will be calculated from the academic year 2019-20	Verified
4	Placement file	Percentage is not matching with placed and non placed students	Percentage of placed and non placed students details updated.	Verified

			Numbers Matched	
5	Teaching process monitoring	Follow-up of the failed students in subsequent exams to be carried out	The failed students will be closely monitored from the current semester	Verified
6	Course outcome and program outcome	CCC minutes may be maintained for monitoring of continuous improvement	As only one section is available, aspects in CCC meeting will be taken for monitoring continuous improvement from 2019-20	Verified
7	Department objectives monitoring records	Department of quality plan to be revised	Department quality plan has been revised	Verified

1. Dr. S. Prema Latha
3/10/19

2. Dr. S. Malathy
3/10/19

R. Domalpalle
HOD

Signature of Auditor
(Name with designation and department)

IQAC Coordinator

Dr. A. Shukman
6/10/2019



Estd : 1984

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Action Taken Report for Academic Audit - 2018-19

Name of the Department : PHYSICS

Date of Audit : 25.09.19

Date of Action taken : 27.09.19

Sl. No.	Findings/Description/Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinators
1	Teaching Process Monitoring	Excel sheets of CAT and End semester examinations not found in any of the faculty, CO-PO mapping and attainment level also not found.	Necessary documents are available in the form of soft copies for the whole S&H departments. Expected for the proper formats from OBE ambassadors. Informed faculties to update the files in required forms.	Verified by the HoD, Academic and R&D coordinators.
2	Department objectives monitoring records	i) Supporting staff not attended any training program for past several years. ii) Journal publications not met	i) Source of training is not available. Might propose in future. ii) Target has been achieved in the current academic year for the whole department. Publications for individual is under progress and expect to be achieved.	

Signature of Auditor

Dr. V. Hariharan/Professor
Department of Mechanical Engineering
KEC, Perundurai, 638 060.

IQAC Coordinator

Dr. P. Malarkodi
AP/Physics
KEC, Perundurai-638 060.

HOD /PHY
Dr. K. Tamilarasan
KEC, Perundurai, 638 060.

Dr. K. TAMILARASAN
PROFESSOR & HEAD
DEPARTMENT OF PHYSICS
SCHOOL OF SCIENCE & HUMANITIES
KONGU ENGINEERING COLLEGE
THOOPPUTALAYAM (PO)



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**Audit -Action
Taken Report**Revision - 1
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IQAC**Academic Audit – Action Taken Report - 2018-19**

Name of the Department : CHEMISTRY

Date of Audit : 25.09.2019

Date of Action taken : 26.09.2019

No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	➤ Approved time table displayed in Notice Board and kept in file.	➤ Timetable format not updated to latest version. ➤ Individual faculty timetable not in approved format.	Here after we will follow the revised Time table format.	<i>[Signature]</i>
2.	➤ Cycle test marks analysis	➤ Test mark list available ➤ Analysis not available	We have the analysis of CAT-1, CAT-2, CAT-1 &2 comparison and follow up actions taken for the failure students.	<i>[Signature]</i>
3.	➤ Faculty Training details	➤ Details available ➤ But Revised and updated format is not following in the department	Details updated as per the format (TR-02) available in intranet	<i>[Signature]</i>
4.	➤ Improvement of faculty research publications	➤ Reduction in number of publication ➤ Non-conformity not recorded	Non-conformity was recorded	<i>[Signature]</i>

5.	➤ PAC and QAC files	➤ Files not available in the department	As we are only the supportive department to the B.E/ B.Tech Programme, PAC and QAC was not applicable for us.	<i>Elummiy</i>
6.	➤ Maintenance documents of	➤ Documents Verified ➤ But Proper documentation missing	In future, we will follow the suggested method of documentation	<i>Elummiy</i>
7.	➤ Laboratory related files	➤ Breakdown maintenance document was not available	No major equipments was used in our lab .So, we are not maintaining the Breakdown maintenance document. instead of that, we are maintaining preventive measures record.	<i>Elummiy</i>
8.	➤ IIPC/ Consultancy work	➤ Revenue generated < 50,000 ➤ Non-conformity was not recorded	Non-Conformity was recorded	<i>Elummiy</i>

*Selvi
20/9/19*

Signature of Auditor

(Name with designation and department)

Dr. SUCHITHRA S
AP(Sr.g)
Department of Civil Engineering

*Pat. Al
20-9-19*

HOD

Dr. P.N.PALANISAMY
PROFESSOR & HEAD
DEPARTMENT OF CHEMISTRY
SCHOOL OF SCIENCE & HUMANITIES
KONGU ENGINEERING COLLEGE
THOPPUPALAYAM (PO)
PERUNDURAI (TK), ERODE - 638 060

*IQAC Coordinator
20/9/2019*

Dr. A. Srivilliputhur)



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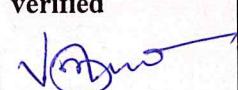
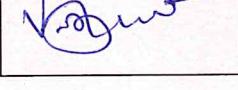
Academic Audit – Action Taken Report - 2018-19

Name of the Department : Mathematics

Date of Audit : 25.09.19

Date of Action taken : 30.09.19

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	Feedback from stakeholders need to be recorded for syllabus upgradation	Non Conformity	Feedback from stakeholders may be consider from next BOS meeting onwards	verified
2	<p>18MAC21- Mathematics- II handled by Dr.S.Indra Kumar.</p> <ul style="list-style-type: none"> • Class test,Assignments not evaluated. • No Tutorial Questions • No Assignment Questions & Answer Key • Lecture Schedule incomplete(Actual Date & period not recorded) • CAT-II Answer Key missing <p>18MAC21- Mathematics- II handled by Dr.P. Vadivel</p> <ul style="list-style-type: none"> • No Tutorial Questions • CAT-II Answer Key missing <p>14MAT43 Discrete Mathematics handled by Ms.S.Sathyamurthy</p> <ul style="list-style-type: none"> • Knowledge Level (K level) in the question paper is not Correct 	<div style="display: flex; align-items: center;"> Observations Non Conformity </div>	Intimated the faculty members to update their course files and asked to avoid the such observations & non conformities in future.	verified
3	Advanced Techniques related to mathematics and other skill development course can also be included in Skill matrix	Observations	Skill matrix is followed for allotting the courses to faculty members based on their expertise. Advanced techniques/Programming related to mathematics may also be included in Skill matrix	verified

4	Faculty publication not reached the target level	Observations	Instructed each faculty to publish at least one paper per year. In upcoming years the target level may be achieved	verified 
5	Course monitoring meeting minutes – Points discussed, Faculty and Student members present may be recorded.	Observations	Faculty and Student members present may be recorded in upcoming minutes. Grievances intimated by students are recorded and maintained.	verified 
5	Value added Programme / Non formal programme is not planned & conducted	Observations	Value added Programme / Non formal programme may be plan to conduct in upcoming years .	verified 
7	Innovations and best practices- Not Practicing	Observations	Applications based problems relevant to the branches were practiced.	verified 
8	Consolidated Course teacher feedback report in NCR to be updated	Observations	Intimated the faculty to update the NCR file and not to be repeated in future	verified 

 30/9/19
Dr. P. Sivaranjani, APCSLG/ECE
Signature of Auditor

 30/9/19
R. Vinita
HOD

(Name with designation and department)


Deepti 30/9/19
IQAC Coordinator



KONGU ENGINEERING COLLEGE
(AN AUTONOMOUS INSTITUTION)

PERUNDURAI – 638 060 ERODE TAMILNADU INDIA

Audit -Action Taken Report
Revision - 1
01-06-2019
IQAC

Academic Audit – Action Taken Report - 2018-19

Name of the Department : ENGLISH
Date of Audit : 25.09.2019
Date of Action taken : 27.09.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	Curriculum	1. Regulation 2018 is not available 2. Syllabus modification: There is no input from stake holders available.	1. Regulation 2018 not yet published by the college. 2. Soft copy of the syllabus and hard copy given to students. Feedback is available.	D.N.J
2.	Teaching Process Monitoring	1. In course file individual faculty time table is not available. 2. 18EGT11 English for Communication – I, Dr. J. Rajini file has been verified. 3. One of the faculty time table and workload is not available in the department.	1. Maintained in a separate file by the time-table in charge. Included in all the course files. 2. CO attainment is not available 3. Teaching/training work is assigned in the placement cell. So the timetable is not available.	D.N.J
3.	Faculty information and Contribution	1. Skill matrix needs to be updated based on the expertise of the faculty. 2. Seminars, conferences, file verified	1. Skill matrix updated based on the expertise and the parameters given.	D.N.J

4.	Course outcome and program outcome	1. CO attainment for CAT test is not available and Course attainment level not updated. 2. There is no lecture notes maintained, a printed book is maintained instead. 3. Course coordinator meeting minutes may be maintained.	1. CAT marks Excel files are ready. NBA format is not available so course attainment level is not mentioned.	P.M*
5.	Students performance & Activities	1. B. Tech (IT) B class Students record has been verified. 2. The record for Student counseling may be maintained. 3. Student council meeting suggestion -follow may be maintained.		P.M*
6.	Innovations and best practices	1. Demo teaching has been done by the faculty members. 2. SPD activity file verified. 3. Bluetooth listening activity.		P.M*
7.	Semester Result File	1. Available in DEAN/ SSH file.		P.M*
8.	Department objectives monitoring records	1. File verified 2. The objectives of the department can be reframed.		P.M*
9.	Non Conformity register	1. File verified and it may be updated.		P.M*

Signature of Auditor

(Name with designation and department)

(Dr. K. KANNAN)
Associate Professor
CHIEFQUA. ENCLY.

P. L

IQAC Coordinator

T. S. RAMESH

HOD

DR. C. DURAI SAMY

DEAN

SCHOOL OF SCIENCE & HUMANITIES

KONGU ENGINEERING COLLEGE

THOPPUPALAYAM (PO)

PERUNDURAI (TK), ERODE - 638 060



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Audit -Action Taken Report
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Academic Audit – Action Taken Report - 2018-2019

Name of the Department : Computer Applications

Date of Audit : 25.09.2019

Date of Action taken : 04.10.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	Course outcome and program outcome	Course Coordinator meeting was not available	Course Coordinator meeting conducted for 2018 Regulation courses.	Verified
2	Continues Improvement	Mark analysis for Semester result has not done.	Mark Analysis is done for improvement.	Verified
3	Course outcome and program outcome	PAC and QAC files not available.	Committee formed & Files updated.	Verified

[Signature]
HOD
Signature of Auditor

[Signature]
HOD

(Name with designation and department)

1. P. Vidhya Priya
Associate Prof /MBA
2. S. Deiva Kumar / AP (SLG) / MECH

[Signature]

IQAC Coordinator

[Signature]

(Dr. A. Sivakumar)

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Academic Audit – Action Taken Report - 2018-19

Name of the Department :Computer Technology-UG
 Date of Audit :24.09.2019
 Date of Action taken :30.09.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1	Teaching Process Monitoring	Students with 3 or more failure in tests (2018-19 Even semester) - Counseling given and recorded. Follow up actions by class advisor are to be completed.	Completed the counseling file after the parents meeting held on 27.09.2019	<i>8.10.19 30.09.19</i>
2	Students performance & Activities	Students feedback (Course/faculty) for each parameter (< 8) – Cause analysis and action taken are to be completed	Cause analysis and action taken are entered in Non-conformity register	<i>8.10.19 30.09.19</i>

1. *Chay 11/10/19 (Dr. B. Meenakshi Priya / MTS)*
 2. *Signature of Auditor 11/10/19 (M. Sivachidambaran AP(ELG)/EEE)*

N. N.
HOD
11/10/19

(Name with designation and department)

IQAC Coordinator



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Audit -Action Taken Report

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Academic Audit – Action Taken Report - 2018-19

Name of the Department : Computer Technology - PG
 Date of Audit : 25.09.2019
 Date of Action taken : 30.09.2019

Sl. No.	Findings / Description / Parameters	Observations and Non Conformity (NC)	Explanation and action taken	Verification By Department coordinator
1.	Industrial Visit	2014 Batch had undergone only one Industrial Visit. (Observations)	As per our curriculum, Students are undergoing two semesters (one in 7 th semester & one in 10 th semester) internship at industry.	
2.	MoU	One MoU signed for the academic year 2018-2019.	One MoU already signed in 2019-2020, Searching company for another MoU.	C. Jai C. JAMUNADEVI
3.	PAC and QAC	No records shown	As our department is not going for NBA we are not following it.	
4.	Department Library	No separate department library.	No separate department library due to space requirement.	
5.	Department Quality Objectives	Details related to department objectives not shown	We are following the Quality Plan of our college as our department quality plan.	
6.	Course Monitoring Committee	No feedback/complaints received for the academic year 2018-2019. (Observations)	Students are very much satisfied.	

Dr.V.Sangeetha, Associate Professor, Department of Food Technology

Signature of Auditor

(Name with designation and department)

R. Balaswami
HOD
30/09/18

IQAC Coordinator
(Mr. A. Sivakumar)