

**DEPARTMENT OF MECHANICAL ENGINEERING**  
**PUDUCHERRY TECHNOLOGICAL UNIVERSITY**  
**ACADEMIC AUDIT : ACTIONS TAKEN REPORT**

**Preamble:**

Academic audit for the academic years 2019-20 and 2020-21 was held in the Department of Mechanical Engineering on 23.8.2022 to audit the academic components such as course delivery, continuous internal assessment/evaluation, end semester examinations and result analysis of the B.Tech (Mechanical Engineering), M.Tech (Energy Technology) and M.Tech (Product Design & Manufacturing) programmes. The academic audit was carried out by a committee comprising an external member, internal member, faculty coordinator and Head of the Department (Convenor). The external member of academic audit is Dr AR Veeapan, Professor and Head, Dept of Mechanical Engineering, NIT, Thiruchirapalli (academic year 2019-20) and Dr S.Ravi, Professor, Manufacturing Engg Dept, Annamalai University, Chidambaram (Academic year 2020-21).

**Action taken report :**

<b>Comments/Suggestions</b>	<b>Actions Taken</b>
<b><i>A) Course Delivery</i></b>	
Maintenance of online attendance/record for students.	Presently attendance, internal assessment marks and results are maintained in academic work register.
Tutorial class can be indicated in the class/staff time table	Faculty members should enter tutorial class in the work register.
Online Virtual laboratory may be used for offline training.	Faculty members are requested to make use of Virtual laboratory, if available
<b><i>B) Continuous Internal Assessment</i></b>	
In few question papers, mark distribution, Blooms taxonomy level & CO not given. A common question paper pattern may be followed for all courses.	A model question paper for internal assessment is prepared considering the Outcome Based Education and AICTE examination reforms. In the model question paper against each question its mark, the Bloom's knowledge level, course outcome and Performance Indicator Code are indicated. The model question paper is circulated among faculty members and they are requested to follow the same and maintain in the work register.
After Internship/Industrial visit students may present a seminar	Students are instructed to submit a report after the industrial visit and internship

<b>Comments/Suggestions</b>	<b>Actions Taken</b>
<b><i>C) Course Internal Evaluation</i></b>	
Mistakes done by students can be mentioned in their answer scripts and common mistakes can be discussed in the class room. E-copy of Correct answers should be circulated to students	Faculty members are requested to discuss the answers and circulate the same after each test to the students
<b><i>D) Feedback</i></b>	
Effect of remedial measures can be measured and recorded.	The faculty members are requested to take remedial classes as per the schedule mentioned in the class time table and record the same
Student feedback to be collected for each course	A format for student feedback is being prepared and measures will be taken to collect and analyse the same
<b><i>E) General Comments/Suggestions</i></b>	
To improve the performance of students more assignments, tutorials and hand on practices on real time problems may be given	Faculty are requested to give atleast two assignments and take more tutorial classes
Class committee meeting has to be conducted separately for PG Programmes	Class committee meetings are conducted for UG and PG Programmes separately.
UG and PG projects: fabricated project work or experimental units should be left back in the department for further development by subsequent year batches.	The project supervisors are requested to retain the experimental units and maintain the same

**Head of the Department**