



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

**Academic Audit Report**  
**2021 - 2022**

**Basic Details**

Institution	<b>ST.THOMAS COLLEGE OF ENGINEERING AND TECHNOLOGY, MATTANUR</b>
First Auditor Name	<b>Dr Reema Mathew A</b>
Second Auditor Name	
Visit	<b>First</b>
Semester Type	<b>Even</b>

**College Specific Assessments**

<b>Key Aspects</b>	<b>Rating</b>	<b>Auditor Remarks</b>	<b>Principal's Response</b>
Compliance to the Academic Calendar of KTU (A)	Excellent(5)		
Functioning of students grievances and appeal committee (A)	Good(4)	Verified with minutes and ATR	
Functioning of Academic Discipline Welfare committee (A)	Good(4)	Verified with minutes and ATR	All DAC records are proper and updated.
Average student to faculty ratio (A)	Good(4)	Average student to faculty ratio=0.97	Due to the resignation of faculty members during the middle of a semester caused to decrease the rating compared to the previous audits and measures will be initiated to maintain excellent rating consistently

Faculty Retention (A)	Good(4)		All possible measures are being taken to improve faculty retention.
Faculty Qualification Index (A)	Very Poor(1)	FQ=4	Measures have taken to improve faculty qualification index. From EC dept, Prof. Anetha Mary Soman has submitted Ph.D thesis and waiting for her viva voce. In computer science department one more faculty will join in july with Ph.D and a faculty is doing Ph.D under the guideship of Dr. Shinu Mathew John. In CE dept also one faculty is pursuing Ph.D.
Number of qualified technical staff (A)	Fair(3)		Process already started to appoint additional TAs in CS department.
Facility of central library with respect to volume and title of books, online print journals (A)	Good(4)	Volume-10289,Title-2403,Offline journals-24,DELNET Available	Book Volume (10289 Hard copies +E books through Delnet subscription). Titles(2403 Hard copies + 50 Lakh through DELNET subscription).Journals (24 hardcopies +through DELNET)
Functioning of IQAC and Progress of IQAC report uploading (A)	Good(4)	Verified the documents	IQAC is functioning as per KTU rules and regulations, all the records are up to date and verified in the audit.
Institution Budget (A)	Good(4)		
Details of central computing facility (A)	Good(4)		

Principals response on previous audit reports (A)	Good(4)	Verified previous reports	All the responses have been submitted on or before the last date prescribed by the university and copies were verified in the audit. This time for audit, two auditors were there and name of Dr. Justin Sunil Dhas is missing in the report. Post audit meeting expected on the same day after each audit.
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**Student Interaction**

Key Aspects	Rating	Auditor Remarks	Principal's Response
Syllabus coverage (B)	Excellent(5)		Syllabus completion is as per the academic calendar and if necessary extra classes will be scheduled for the completion of syllabus before the last working day.
Lab Facility and conduct of Labs (B)	Good(4)		
Co-curricular facility (B)	Good(4)		
Extra-curricular facility (B)	Good(4)		
Transferring all intimation from University in time (B)	Excellent(5)		
Approach of the management in addressing student grievance (B)	Good(4)		
Availability of Faculty for all subjects (A)	Excellent(5)		
Any other remarks (C)	Not Relevant		
Extra fees/fine imposed on students (B)	Good(4)	An additional amount of Rs.400 was collected for arts.	For Arts and Sports the norm followed by the college is that students has to pay 50% of the total budget incurred since no fees in the name of Arts and Sports are collected as part of Tuition fees or Other fees.

### B.Tech

No of B.Tech Students	537
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### ELECTRONICS & COMMUNICATION ENGG-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
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Class/course committee meetings and action taken report (B)	Good(4)	Verified minutes and ATR	
Advisory meetings and action taken report (B)	Good(4)	Verified minutes and ATR	
Syllabus coverage as per course plan (B)	Good(4)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Conduct of Tutorial Classes (B)	Good(4)		Tutorial classes are scheduled in the time table as per KTU regulations, Tutorial register is maintained and was verified in audit.
Evaluation of Answer Scripts (A):	Good(4)		Publication date of results is in the academic calendar, as per that all evaluation will be completed and the hard copy of attendance and results will be distributed in the PTA meeting.
Conduct of practical courses (B)	Good(4)		
Evaluation of students performance in practical classes (A):	Good(4)		
Facility to do experiments in the lab (A)	Good(4)		

Conduct of remedial/minor/honours classes (B)	Good(4)		Remedial classes, Minor and Honours classes were scheduled in the time table as per KTU regulations, course files / Registers were maintained and was verified in audit.
Maintenance of course diary (A)	Excellent(5)		Syllabus completion is as per the academic calendar and if necessary extra classes will be scheduled for the completion of syllabus before the last working day. Update and verification of Lesson plan and course diary are mandatory
Assessment of Outcomes (A)	Poor(2)		In view of NBA accreditation, regular accreditation meetings are scheduled twice in a month and the assessment of outcomes will be done before next audit.
Faculty evaluation amp remarks of the HoD (A)	Good(4)		Feedback will be collected twice in a semester and after discussions, necessary changes will be made. Feedback file verified in the audit.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Good(4)		
Computing facility in the department (A)	Good(4)		
Facility for co-curricular and extracurricular activities (B)	Good(4)		All activities restored in offline mode and Sports meet, Arts Fest, Industrial Visits, College union elections, Workshops, Guest lectures etc were completed and the files were audited in the audit.

Students attending MOOC or other online courses (B)	Good(4)		
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**CIVIL ENGINEERING-(Full Time)**

<b>Key Aspects</b>	<b>Rating</b>	<b>Auditor Remarks</b>	<b>Principal's Response</b>
Class/course committee meetings and action taken report (B)	Good(4)		
Advisory meetings and action taken report (B)	Good(4)		
Syllabus coverage as per course plan (B)	Good(4)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Conduct of Tutorial Classes (B)	Good(4)		Tutorial classes are scheduled in the time table as per KTU regulations, Tutorial register is maintained and was verified in audit.
Evaluation of Answer Scripts (A):	Good(4)		Publication date of results is in the academic calendar, as per that all evaluation will be completed and the hard copy of attendance and results will be distributed in the PTA meeting.
Conduct of practical courses (B)	Good(4)		
Evaluation of students performance in practical classes (A):	Good(4)		
Facility to do experiments in the lab (A)	Good(4)		

Conduct of remedial/minor/honours classes (B)	Good(4)		Remedial classes, Minor and Honours classes were scheduled in the time table as per KTU regulations, course files / Registers were maintained and was verified in audit.
Maintenance of course diary (A)	Excellent(5)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Assessment of Outcomes (A)	Poor(2)		In view of NBA accreditation, regular accreditation meetings are scheduled twice in a month and the assessment of outcomes will be done before next audit.
Faculty evaluation amp remarks of the HoD (A)	Good(4)		Feedback will be collected twice in a semester and after discussions, necessary changes will be made. Feedback file verified in the audit.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Good(4)		
Computing facility in the department (A)	Good(4)		
Facility for co-curricular and extracurricular activities (B)	Good(4)		All activities restored in offline mode and Sports meet, Arts Fest, Industrial Visits, College union elections, Workshops, Guest lectures etc were completed and the files were audited in the audit.



Students attending MOOC or other online courses (B)	Good(4)		
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### **COMPUTER SCIENCE & ENGINEERING-(Full Time)**

<b>Key Aspects</b>	<b>Rating</b>	<b>Auditor Remarks</b>	<b>Principal's Response</b>
Class/course committee meetings and action taken report (B)	Good(4)		
Advisory meetings and action taken report (B)	Good(4)		
Syllabus coverage as per course plan (B)	Good(4)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Conduct of Tutorial Classes (B)	Good(4)		Tutorial classes are scheduled in the time table as per KTU regulations, Tutorial register is maintained and was verified in audit.
Evaluation of Answer Scripts (A):	Good(4)		Publication date of results is in the academic calendar, as per that all evaluation will be completed and the hard copy of attendance and results will be distributed in the PTA meeting.
Conduct of practical courses (B)	Good(4)		
Evaluation of students performance in practical classes (A):	Good(4)		
Facility to do experiments in the lab (A)	Good(4)		

Conduct of remedial/minor/honours classes (B)	Good(4)		Remedial classes, Minor and Honours classes were scheduled in the time table as per KTU regulations, course files / Registers were maintained and was verified in audit.
Maintenance of course diary (A)	Excellent(5)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Assessment of Outcomes (A)	Poor(2)		In view of NBA accreditation, regular accreditation meetings are scheduled twice in a month and the assessment of outcomes will be done before next audit.
Faculty evaluation amp remarks of the HoD (A)	Good(4)		Feedback will be collected twice in a semester and after discussions, necessary changes will be made. Feedback file verified in the audit.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Good(4)		
Computing facility in the department (A)	Good(4)		
Facility for co-curricular and extracurricular activities (B)	Good(4)		All activities restored in offline mode and Sports meet, Arts Fest, Industrial Visits, College union elections, Workshops, Guest lectures etc were completed and the files were audited in the audit.

Students attending MOOC or other online courses (B)	Good(4)		
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### **MECHANICAL ENGINEERING-(Full Time)**

<b>Key Aspects</b>	<b>Rating</b>	<b>Auditor Remarks</b>	<b>Principal's Response</b>
Class/course committee meetings and action taken report (B)	Good(4)		
Advisory meetings and action taken report (B)	Good(4)		
Syllabus coverage as per course plan (B)	Good(4)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Conduct of Tutorial Classes (B)	Fair(3)		Tutorial classes are scheduled in the time table as per KTU regulations, Tutorial register is maintained and was verified in audit.
Evaluation of Answer Scripts (A):	Good(4)		Publication date of results is in the academic calendar, as per that all evaluation will be completed and the hard copy of attendance and results will be distributed in the PTA meeting.
Conduct of practical courses (B)	Good(4)		
Evaluation of students performance in practical classes (A):	Good(4)		
Facility to do experiments in the lab (A)	Good(4)		

Conduct of remedial/minor/honours classes (B)	Good(4)		Remedial classes, Minor and Honours classes were scheduled in the time table as per KTU regulations, course files / Registers were maintained and was verified in audit.
Maintenance of course diary (A)	Excellent(5)		Syllabus completion is as per the academic calendar and if necessary, extra classes will be scheduled for the completion of syllabus before the last working day. Updation and verification of Lesson plan and course diary are mandatory
Assessment of Outcomes (A)	Poor(2)		In view of NBA accreditation, regular accreditation meetings are scheduled twice in a month and the assessment of outcomes will be done before next audit.
Faculty evaluation amp remarks of the HoD (A)	Good(4)		Feedback will be collected twice in a semester and after discussions, necessary changes will be made. Feedback file verified in the audit.
Conduct of Seminar, Mini project, Project amp Thesis (A)	Good(4)		
Computing facility in the department (A)	Good(4)		
Facility for co-curricular and extracurricular activities (B)	Good(4)		All activities restored in offline mode and Sports meet, Arts Fest, Industrial Visits, College union elections, Workshops, Guest lectures etc were completed and the files were audited in the audit.

Students attending MOOC or other online courses (B)	Good(4)		
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