

**ACADEMIC AUDIT REPORT**

**ACADEMIC YEAR 2024-2025**



# PANDIAN SARASWATHI YADAV ENGINEERING COLLEGE

" Accredited by NAAC with "A" Grade "

(Approved by AICTE & Affiliated to Anna University, Chennai)

Madurai - Sivagangai Highway, Arasanoor, Thirumansolai Post, Sivagangai Dt. - 630 561, Tamilnadu  
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City Office: 10, Pandian Saraswathi St, Sivagami Nagar, Narayanapuram, Madurai - 625 014. Telefax- 0452 2682338, Mobile: 98423-02628

## List of IQAC committee members for academic Year 2024-2025

S. No	Name of the Member	Designation	Position in IQAC
1	Dr.P.Raveendran	Principal	Chair Person
2	Er.S.P.Varadharajan	Managing Director	Management Member
3	Dr. V. Murali	Professor/Vice Principal	IQAC Coordinator
4	Dr.R.Raja	Professor/Dean	Academic Representative
5	Dr. S. Meenakshi Sudarvizhi	Professor/CIVIL	Internal member
6	Mr.M.Radhakrishnan	Professor/Mech	Internal member
7	Mr.Archuna Perumal	Manager	Internal Member
8	Mr. Ashwin Desai	CEO - A&T Video Networks Pvt. Ltd.	Member from Industry
9	Mr. S.A. Saravana Pandian	Managing Director, Embien Technologies India Private Limited	Member from Industry
10	Mr.V. Kesavan	Business	Parent
11	Mr. Jackson Chelladurai	Founder of CWJ	Alumni



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## **EXTERNAL AUDIT REPORT**

### **AAA**



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## Academic Audit (2024 – 2025) – Odd & Even Semester

### Introduction:

The academic and administrative audit (AAA) was conducted on 09.01.2025 for the academic year (2024 – 2025). The audit was conducted to provide an opportunity for a regular strategic review of the teaching – learning process of the department and administrative functions of the institution. The self – evaluation document was presented by the HODs to the auditor. Administrative audit includes infrastructure like classrooms, Training & Placement, Library, Sports, Security systems, computing and internet facilities etc. The auditors have gone through the documents provided by the department and verified them based on the standard checklist. The consolidated report was prepared based on the findings of the auditor, the suggestions for improvements and action taken are given in the following sections. Earlier the internal audit was conducted department – wise by senior faculty members of the institution.

### Auditors:

S.No	Name of the Auditor	Designation & Affiliation
1	L.Anand	Assistant Professor, Department of Mechanical Engineering, Bharath Niketan College of Engineering.
2	A.Erulandi	Assistant Professor, Department of Mechanical Engineering, Bharath Niketan College of Engineering.



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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: PSYEC/IQAC/AAA/2024 -2025/01

Date: 03.01.2025

### CIRCULAR

**Sub: External Academic and Administrative audit for the academic year (2024 – 2025)**

### ACADEMIC AND ADMINISTRATIVE AUDIT SCHEDULE

**Time: 10.00 am – 5.00 pm**

S. No	DATE	DEPT.	AUDITORS
1	09.01.2025	Mech, Civil, CSE, EEE, S & H, ECE	1.L.Anand, Assistant Professor, Department of Mechanical Engineering, Bharath Niketan College of Engineering
			2. A. Erulandi, Assistant Professor, Department of Mechanical Engineering, Bharath Niketan College of Engineering

All the heads of the departments and administrative heads are requested to keep documents ready for external Audit.

  
IQAC – Coordinator

  
Principal

Copy to :

1. Principal
2. IQAC
3. All the HODs
4. Office
5. File



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT – Internal /External –(2024 -2025)

### ACADEMIC AUDIT REPORT:

Academic Year	2024 - 2025	Degree	B.E/B.Tech
Department	All	Year/Sem	—
Dates of Audit	9.1.25	Semester	odd & even semester

### COURSE FILE AUDIT

S.No	Particulars (Content of Course File)	Status of completion (Yes/No)	Observation/ Suggestion for improvement
1	Syllabus	yes	
2	Lesson plan	yes	
3	List of PEOS, Pos & Cos	yes	
4	PO and CO Mapping	yes	
5	Content for innovative teaching methodology	yes	need to improve the experiment method loss
6	Course material – unit wise	yes	
7	Question bank/ unit wise	yes	
8	Minimum pass material (MPM)/ unit wise	yes	
9	AU Question papers	yes	
10	IAT & Model Question Papers, Result Analysis	yes	
11	Sample (3Nos) IAT & Model Answer Script	yes	
12	Remedial Class Time	yes	
13	AU Question paper – Predicted Form	yes	
14	End Semester Result Analysis	yes	

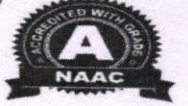


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## ACADEMIC AUDIT REPORT-Internal/External

Academic Year	2024-25	Degree	B.E / B.Tech
Department	ALL	Year/Sem	
Dates of Audit	9.1.2025	Semester	odd & even semester

## ADDITIONAL SUPPORTING FILE FOR ACADEMIC

S.No	Particulars (Content of Course File)	Status of completion (Yes/No)	Observation/ Suggestion for improvement
1	Academic Calendar – Institutions	yes	
2	Academic Schedule	yes	
3	Copy of regulations and Curriculum	yes	
4	Department Minutes of Meeting	yes	
5	Subject Preference, Allocation, Time table and Master Time table	yes	
6	IAT Performance Review and Remedial Action	yes	
7	University Examination Result Analysis (Review and Remedial Action)	yes	
8	Coaching for slow Learners	yes	
9	Conduction of class committee meeting	yes	
10	Availability of Text and Reference Book in the Department Library	yes	
11	CO – PO – PSO attainment and curriculum improvement	yes	
12	Participation of students in value added courses and quality enhancement programs (internal and external)	yes	need to improve
13	Faculty participation in (FDPs, Seminar and Workshop)	yes	
14	Mentor – Mentee system for counselling	yes	
15	Students Feedback system and Implementation	yes	



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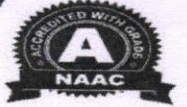
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S.No	Particulars (Content of Course File)	Status of completion (Yes/No)	Observation/ Suggestion for improvement
16	Student Grievances and Redressal	Yes	
17	Programs organised for students through various club	yes	
18	Participation of students in Co - curricular Activities	yes	
19	Graduated batch wise	yes	
20	Details of Placement	yes	
21	Details of Students Higher studies	yes	need to improve
22	Funded Projects submitted and obtained	yes	
23	Publication in (International and national journals and conference) - Faculty	yes	
24	Publication in (International and national journals and conference) - students	yes	
25	MOU with industry	yes	
26	Repair and Maintenance of Department Facilities	yes	
27	Department alumni association (Number of alumni/Year)	yes	
28	Road map of the Department	yes	
29	Program on Gender Equality values and ethics, national integration, non - violence, social inclusion, sustainable environment, community development, patriotism and constitutional obligations	yes	
30	Research and Patent	yes	
31	Project/Mini project	yes	
32	Student Participation in extracurricular activities. (Sports and Culture etc.)	yes	
33	Online courses - NPTEL, MOOCS, etc.	yes	more Faculty and student may be motivate to register NPTEL



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	Particulars (Content of Course File)	Status of completion (Yes/No)	Observation/ Suggestion for improvement
34	Industrial visit/ internship/ field visit	Yes	
35	Scholarship and ship details	Yes	
36	Skill Development activities (NM & other etc.)	Yes	
37	Competitive Exams & Carrier Guidance	Yes	
38	Faculty Profile	Yes	
39	AU Web Portal Mark Statement	Yes	
40	Stock Register	Yes	
41	Lab manual, Record, moving Register, student Entry Note etc.	Yes	



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## Observation

- \* Alumni meeting is conducted regularly
- \* All the department conducted technical programmes effectively.
- \* All Faculty members actively participated in the audit.

## Suggestions

IAT & End Semester result will improve  
Students may be motivated to prepare for higher studies  
and publish the paper in conference, workshop, seminar.

S. No	Name of the Audit Team Member	Designation & Affiliation	Signature
1	A. ERULANDE	ASSISTANT PROFESSOR	
2	L. ANAND	ASSISTANT PROFESSOR	



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## ACTION TAKEN REPORT ON ACADEMIC AUDIT

<b>Academic Year</b>	2024 -2025	<b>Degree</b>	B.E
<b>Department</b>	All UG Programs	<b>Year/Sem</b>	-----
<b>Dates of Audit</b>	09.01.2025	<b>Semester</b>	Odd &Even semester

S. No	Remarks	Action Taken
1	Grant and fund projects	The principal advised that each department should apply for at least two grant per year.
2	Both faculty and students are encouraged to enroll in NPTEL courses to enhance their technical knowledge.	The principal advised that all faculty members and 10% of department students should register for NPTEL courses.

  
IQAC - COORDINATOR

  
PRINCIPAL

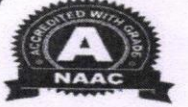


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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT – Internal /External –(2024 - 2025)

### ADMINISTRATIVE AUDIT

Academic year	2024-2025	Dates of Audit	9.1.2025
Department	Administrative Department		

S. No	Particulars	Facilities Available (Yes/No)	Observations/Suggestions for Improvement
1	Class room facilities and ambience	Yes	
2	Laboratory facilities	Yes	
3	Library resources	Yes	
4	ICT facilities	Yes	Need to improve
5	Computing and Internet facilities	Yes	
6	Hostel facilities – Boys & Girls	Yes	
7	Conference hall & Seminar Hall	Yes	
8	Medical care	Yes	
9	Common room for students	Yes	Need common room for students
10	Security system	Yes	
11	Sports facility – indoor & outdoor	Yes	Need to improve
12	Renewable energy	Yes	
13	Rainwater harvesting	Yes	
14	Students' amenities	Yes	
15	General amenities – cafeteria, drinking water etc.	Yes	



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S. No	Particulars	Facilities Available (Yes/No)	Observations/Suggestions for Improvement
16	General maintenance – housekeeping & electrical	Yes	
17	Transport	Yes	
18	Welfare measures for students, faculty & non – teaching staff	Yes	
19	Green campus	Yes	
20	Office	Yes	

## Observation

Based on observation need common room for students.

Need more sports indoor game facility.

## Suggestions

To enhance ICT embedded classrooms

To conduct more sports games

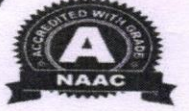
S.No	Name of the Audit Team Member	Designation & Affiliation	Signature
1	A. ERULANDI	ASSISTANT PROFESSOR	A. Erulandi
2	L. ANAND	ASSISTANT PROFESSOR	L. Anand



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## ACTION TAKEN REPORT ON ADMINSTRATIVE AUDIT

Academic year	2024 - 25	Dates of Audit	09.01.2025
Department	Administrative department		

S. No	Remarks	Action Taken
1	ICT facilities	More than 15 classrooms have been outfitted with ICT facilities
2	Sports	The principal instructed the physical director to introduce a greater variety of indoor games for students

  
IQAC - COORDINATOR

  
PRINCIPAL