



P.S.R. ENGINEERING COLLEGE
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Sevalpatti (P.O), Sivakasi - 626140.



Internal Quality Assurance Cell (IQAC)

Circular

20.11.2020

The schedule for the internal academic audit is given below. All the HODs and Department IQAC coordinators are requested to conduct the audit and submit the report to IQAC office before 27.11.2020.

Audit Schedule

Department	Auditors	Audit period
Computer Science and Engineering	<ul style="list-style-type: none">• Dr. K. Punitha, Prof / EEE• Dr. P. Karuppasamy, Prof / ECE	23.11.2020 to 27.11.2020
Electronics and Communication Engineering	<ul style="list-style-type: none">• Dr. A. Muthiah, Prof / Mech• Dr. S. Priyadarsini, ASP / CSE	
Electrical and Electronics Engineering	<ul style="list-style-type: none">• Dr. S. Kalidass, Prof / Mech• Dr. S. Singaravelan, ASP / CSE	
Mechanical Engineering	<ul style="list-style-type: none">• Dr. R. Vinoth, ASP / ECE• Dr. S. Edwinjose, ASP / EEE	
Civil Engineering	<ul style="list-style-type: none">• Dr. S. Suresh Kumar, ASP / BT• Dr. R. Arun, ASP / CSE	
Biotechnology + Biomedical Engineering	<ul style="list-style-type: none">• Dr. A. Ramathilagam, ASP / CSE• Dr. R. Renuga Devi, ASP / ECE	
Master of Business Administration	<ul style="list-style-type: none">• Dr. S. Anbarasi, ASP / EEE• Mrs. A. Dhanalakshmi, ASP / CIVIL	
Humanities and Science	<ul style="list-style-type: none">• Dr. P. Ranjith Kumar, ASP / ECE• Dr. P. Amuthakkannan, ASP / MECH	

R. R. 20/11/2020
Coordinator - IQAC

[Signature]
Principal

Copy to:

- Dean
- All Heads
- Department IQAC coordinators

- CSE *[Signature]*

- MECH *[Signature]*

- MBA

- ECE

- CIVIL

- BME

- EEE *[Signature]*

- BT

- SH



P.S.R. ENGINEERING COLLEGE
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Sevalpatti (P.O), Sivakasi - 626140.
Internal Quality Assurance Cell (IQAC)



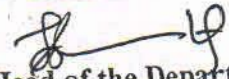
Report of Internal Academic Audit

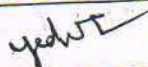
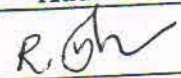
Name of the Department Audited: Mechanical Engineering

Date(s) of Auditing: 27-11-2020

Files/ Documents	Name of the Staff / In-charge	Comments / Suggestion of the Auditors [attach separate sheets if necessary]
Department		
Subject Allocation	Dr. H. Kanagasabapathy	updated / verified
Time Table	Dr. A. Muthiah	updated / verified
Academic Calendar	Dr. P. Shanbagavulu	updated / verified
Circulars	Dr. H. Kanagasabapathy	updated / verified
Department Budget	Mr. K. Ravi Kumar	Verified
Purchase File	Dr. H. Kanagasabapathy	verified
Minutes of Dept. Meeting	Dr. H. Kanagasabapathy	verified
Internal Exam & Class Test Conduction	Mr. M. Kalimuthu	mis-placed the documents
Result Analysis	Mr. S. Dwaivaj	Not update
Board of Studies (BOS) File.	Dr. H. Kanagasabapathy	verified
Curriculum and Syllabus	Dr. P. Amultha Kumar	verified
Dept. AQAR Report	Dr. P. Shanbagavulu	verified
Dept. Association file	Mr. Karthick	verified
Professional / Chapters / Forums	Dr. A. Muthiah	verified
Students Participation – Co Curricular (Workshops, Paper presentation etc.,)	Mr. P. Raja	verified
Students Participation – Extra Curricular (Sports, Cultural etc.,)	Mr. P. Raja	verified
Conference / Value Added Courses / Guest Lectures / Workshops / Symposium & Seminars	Mr. S. Dwaivaj	verified
Research Center	Dr. P. Amultha Kumar	verified
Supervisor / Scholar	Dr. P. Amultha Kumar	verified
Funded Projects	Dr. P. Shanbagavulu	verified
Publications	Mr. S. Dwaivaj	verified
MOUs	Dr. H. Kanagasabapathy	verified
Dept. Recruitment file	Dr. A. Muthiah	verified

Department Library	Dr. R. Selvalakshmi	Verified
Feedbacks from Stakeholders- Alumni, Employer, Parents etc.	Mr. K. Ravikumar	Verified
Alumni Details File	Mr. Y. Kumarasamy	Verified
Department Achievements	Dr. H. Kangasalpathy	Verified
Individual		
Staff Personal Files	All Faculty Member	Verified
Staff Log-Books		Verified
Course Materials		Verified
Course Files		Verified
CO-PO Mapping and Evaluation		Verified
Slow Learners and Remedial Measures		Not update
Tutorial Conduction		Verified
Course End Survey		verified
Faculty Advisors		
Student Records	All Faculty Advisors	Verified
Master Attendance		Verified
Student's leave forms		Verified
Student Record		Verified
Result Analysis – Internal		Verified
Result Analysis – End semester		Verified
Lab in-charges		
Lab Manuals	All Lab in-charges	Verified
Stock Register		verified
Any other Remarks by Auditors	Individual Course file documents are misplaced and not yet signed by Co.ordi Result Analysis file not yet complete	for the docum


 Head of the Department

	Auditor 1	Auditor 2
Signature		
Name & Designation	Dr. S. Edwin Jose Professor/EEE P. S. R. Engineering College	Dr. R. VINOOTH ASP/ECE PSR Engg College



P.S.R. ENGINEERING COLLEGE
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Sevalpatti (P.O), Sivakasi - 626140.



Internal Quality Assurance Cell (IQAC)

Internal Academic Audit – Action Taken Report

Name of the Department Audited : MECHANICAL ENGR. DEPARTMENT
 Period : Even semester 2020-21
 Date(s) of Auditing : 29-11-2020

Files/ Documents	Comments / Suggestion of the Auditors	Remarks (Action Taken)
Internal exam & class Test conducted	misplaced the documents	analyzed date wise and documented properly and updated
Result Analysis	Not update	updated and documented properly
POS. file		
Slow Learners and Remedial measures	Not update	updated and properly

Note: attach separate sheets if necessary

Head of the Department

	Auditor 1	Auditor 2
Signature with Date		
Name & Designation	Dr. S. Edwin Jose professor/EEE P.S.R Engineering College	Dr. R. Vinodha ASP/ECE P.S.R Engg college



P.S.R. ENGINEERING COLLEGE
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Sevalpatti (P.O), Sivakasi - 626140.



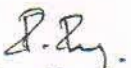
Internal Quality Assurance Cell (IQAC)


Circular

12.08.2021

The list of auditors for the internal academic audit for the even semester 2020-21 is given below. All the HODs and Department IQAC coordinators are requested to conduct the audit and submit the report to IQAC office before 27.08.2021.

Department	Auditors
Computer Science and Engineering	<ul style="list-style-type: none">• Dr. S. Edwinjose, HOD / EEE• Dr. P. Karuppasamy, Prof / ECE
Electronics and Communication Engineering	<ul style="list-style-type: none">• Dr. K. Subramanian, HOD /BT• Dr. S. Priyadarsini, ASP / CSE
Electrical and Electronics Engineering	<ul style="list-style-type: none">• Dr. K. Valarmathi, HOD / ECE• Dr. S. Singaravelan, ASP / CSE
Mechanical Engineering	<ul style="list-style-type: none">• Dr. R. Kasiraman, HOD / MBA• Dr. R. Vinoth, ASP / ECE
Civil Engineering	<ul style="list-style-type: none">• Dr. S. Manikandan, HOD / BME• Dr. R. Selvabharathi, ASP / Mech
Biotechnology	<ul style="list-style-type: none">• Dr. H. Kanagasabapathy, HOD / Mech• Dr. R. Renuga Devi, ASP / ECE
Biomedical Engineering	<ul style="list-style-type: none">• Dr. A. Ramathilagam, HOD / CSE• Mr. L. Arunraja, ASP / Civil
Master of Business Administration	<ul style="list-style-type: none">• Prof. D. Sriram, HOD / H&S• Mrs. A. Dhanalakshmi, ASP/ CIVIL
Humanities and Science	<ul style="list-style-type: none">• Dr. A. Muthiah, Prof / Mech• Dr. P. Ranjith Kumar, Prof / ECE


Coordinator – IQAC


Principal

Copy to:

- Dean
- All Heads
- Department IQAC coordinators



Internal Quality Assurance Cell (IQAC)

Report of Internal Academic Audit

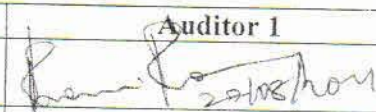

Name of the Department Audited: Mechanical Engineering

Date(s) of Auditing: 27.08.2021

Files/ Documents	Name of the Staff / In-charge	Comments / Suggestion of the Auditors [attach separate sheets if necessary]
Department		
Subject Allocation	Dr. H. Kamagasabapathy	Updated / verified
Time Table	Dr. A. Muthiah	Updated / verified
Academic Calendar	Dr. P. Shanbagaivelu	Updated / verified
Circulars	Dr. H. Kamagasabapathy	Updated / verified
Department Budget	Mr. K. Ravikumar	Verified
Purchase File	Dr. H. Kamagasabapathy	Verified
Minutes of Dept. Meeting	Dr. H. Kamagasabapathy	Verified
Internal Exam & Class Test Conduction	Mr. M. Kalimuthu	Documents misplaced
Result Analysis	Mr. S. Durairaj	Signature missing
Board of Studies (BOS) File.	Dr. H. Kamagasabapathy	Verified
Curriculum and Syllabus	Dr. P. Annuthakannan	verified
Dept. AQAR Report	Dr. P. Shanbagaivelu	verified
Dept. Association file	Mr. K. Karthick	verified
Professional / Chapters / Forums	Dr. A. Muthiah	verified
Students Participation – Co Curricular (Workshops, Paper presentation etc.,)	Mr. P. Raja	verified
Students Participation – Extra Curricular (Sports, Cultural etc.,)	Mr. P. Raja	verified
Conference / Value Added Courses / Guest Lectures / Workshops / Symposium & Seminars	Mr. S. Durairaj	verified
Research Center	Dr. P. Annuthakannan	verified
Supervisor / Scholar	Dr. P. Annuthakannan	verified
Funded Projects	Dr. P. Shanbagaivelu	verified
Publications	Mr. S. Durairaj	verified
MOUs	Dr. H. Kamagasabapathy	verified

Dept. Recruitment file	Dr. A. Muthiah	Verified
Department Library	Dr. R. SelvaBharathi	Verified
Feedbacks from Stakeholders- Alumni, Employer, Parents etc.	Mr. K. Ravikumar	Verified
Alumni Details File	Mr. V. Kumarasamy	Verified
Department Achievements	Dr. H. Karagasabapathy	Verified
Individual		
Staff Personal Files	All Faculty Member	Verified
Staff Log-Books		Verified
Course Materials		Verified
Course Files		Verified (Documents misplaced)
CO-PO Mapping and Evaluation		Verified
Slow Learners and Remedial Measures		Verified
Tutorial Conduction		Verified
Course End Survey		Verified
Faculty Advisors		
Student Records	All Faculty Advisors	Verified
Master Attendance		Verified
Student's leave forms		Verified
Student Record		Verified
Result Analysis – Internal		Verified
Result Analysis – End semester		Verified
Lab in-charges		
Lab Manuals	All Lab in-charges	Verified
Stock Register		Verified
Any other Remarks by Auditors	Individual course files documents are misplaced and not yet signed by Ambassadors. Result analysis yet to be complete.	


 Head of the Department
 27/8/2021

	Auditor 1	Auditor 2
Signature		
Name & Designation	Dr. R. Kasi Ramana Prof - MBA	Dr. R. Vinith Asst / ECE



P.S.R. ENGINEERING COLLEGE
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Sevalpatti (P.O), Sivakasi - 626140.



Internal Quality Assurance Cell (IQAC)

Notice

11.09.2021

Submitted to the HOD / Mechanical Engineering:

The internal academic audit report of your department is received. The observations of the auditors during the academic audit is attached with this circular. Hence you are requested to update / rectify the issues noted by the auditors during the audit before 24.09.2021, and submit the action taken report through the respective auditors.

P. R.
IQAC Coordinator

mm
Principal 11/09/2021



Internal Quality Assurance Cell (IQAC)

Internal Academic Audit – Action Taken Report

Name of the Department Audited : MECHANICAL ENGINEERING
 Period : Even semester 2020-21
 Date(s) of Auditing : 27-8-2021

Files/ Documents	Comments / Suggestion of the Auditors	Remarks (Action Taken)
Individual course file	documents are misplaced.	Updated and filed in regular way
Result Analysis file	Signature missing	updated and completed

Note: attach separate sheets if necessary

Head of the Department

	Auditor 1	Auditor 2
Signature with Date		
Name & Designation	Dr. R. KASI RAMAN Prof. - MBA	DR. R. VINODH ASP/ECE

