



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

Academic Audit Report
2019 - 2020

Basic Details

Institution	ST JOSEPHS COLLEGE OF ENGINEERING AND TECHNOLOGY PALAI
First Auditor Name	Shine P James
Second Auditor Name	
Visit	First
Semester Type	Odd

College Specific Assessments

Key Aspects	Rating	Auditor Remarks	Principal's Response
Compliance to the Academic Calendar of KTU	Excellent(5)	The institution is complying to academic calendar. internal exams are conducted as per KTU calendar	
Functioning of students grievances and appeal committee	Good(4)	Meetings are held on 3.04.2019 & 22.10.2019. Anti ragging committee ,SC/ST welfare committee ,Anti ragging squad are constituted but no meetings are held in this semester	
Functioning of Academic Discipline & Welfare committee	Good(4)	Meeting held on 23.07.2019	

Facility for co- curricular and extracurricular activities	Good(4)	IEEE student chapter CSI & ACM Society of Automotive engineers NSS Won prizes on Kabaddi , Shuttle & Volleyball Recieved ANERT award ENCON lub	
Average student to faculty ratio	Excellent(5)	Average student to faculty ratio=1.019	
Faculty Retention	Excellent(5)	Average student to faculty ratio=1.019 is maintained throughout the year	
Faculty Qualification Index	Fair(3)	Faculty qualification Index=5	
Number of qualified technical staff	Excellent(5)	Sufficient staff available	
Facility of central library with respect to volume and title of books, online & print journals	Excellent(5)	No. of volumes=51000 Titles=15305 E- journals= 2 Nos.(IEEE& Elsevier)	
Functioning of IQAC and progress of IQAC report uploading	Excellent(5)	IQAC meetings held on 3.5.2019,21.8.2019 &24.10.2019. IQAC report uploading is in the process of build up	
Principal's response on previous audit reports	Excellent(5)	Responded positively	

B.Tech

No of B.Tech Students	1897
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ELECTRICAL AND ELECTRONICS ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
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Class/course committee meetings and action taken report	Good(4)	Class committee meetings are held as per ktu calendar. Action taken report is missing	
Advisory meetings and action taken report	Good(4)	Meetings are held . ATR is incomplete	
Schedule of Time Table	Excellent(5)	Scheduling is as per KTU guidelines	
Conduct of Tutorial Classes	Excellent(5)	Tutorials are conducted as per timetable	
Conduct of series tests	Excellent(5)	Conducted as per KTU calendar. Question papers are scrutinized by experts	
Syllabus coverage of practical course	Excellent(5)	At adequate pace. 70% of experiments completed	
Evaluation of students performance in practical classes	Good(4)	Continuous evaluation done properly.Students Records were missing in some labs	
Conduct of Practical test	Not Relevant	scheduled at the end of semester	
Facility to do experiments in the lab	Excellent(5)	Sufficient facility is available	
Conduct of remedial/minor/honours classes	Good(4)	More remedial classes need to be arranged	
Assessment of Outcomes	Excellent(5)	course outcome done in first year as well as higher semesters	
Faculty evaluation & remarks of the HOD	Excellent(5)	Done properly with ATR	
Facility in the department library for references	Good(4)	Available only for reference	
Maintenance of course diary	Excellent(5)	Well maintained as per syllabus	
Syllabus coverage as per course plan	Good(4)	four modules are completed for majority of subjects except for a few where 4th module is running	

ELECTRONICS & INSTRUMENTATION ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)	meetings are held as per calendar with ATR	
Advisory meetings and action taken report	Excellent(5)	meetings are held as per calendar with ATR	
Schedule of Time Table	Excellent(5)	scheduling is proper	
Conduct of Tutorial Classes	Good(4)	tutorials are conducted as per syllabus but design project & seminar & project tutorials not shown	
Conduct of series tests	Excellent(5)	scrutiny of question paper done with co mappings	
Syllabus coverage of practical course	Good(4)	.Students record missing for some labs	
Evaluation of students performance in practical classes	Good(4)	continuous evaluation done properly Average 70% experiments completed	
Conduct of Practical test	Not Relevant	to be conducted at semester end	
Facility to do experiments in the lab	Excellent(5)	adequate facility available	
Conduct of remedial/minor/honours classes	Good(4)	more remedial classes to be arranged	
Assessment of Outcomes	Excellent(5)	co mapping and attainment done for first year	
Faculty evaluation & remarks of the HOD	Excellent(5)	done with remarks of HOD	
Facility in the department library for references	Good(4)	facility only for reference	
Maintenance of course diary	Excellent(5)	maintained properly as per syllabus	
Syllabus coverage as per course plan	Good(4)	4th module getting completed for majority of subjects as on date	

COMPUTER SCIENCE & ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)	meetings are held as per ktu calendar .ATR also is attached	
Advisory meetings and action taken report	Excellent(5)	meetings are held as per ktu calendar .ATR also is attached	
Schedule of Time Table	Excellent(5)	time table scheduling is proper	
Conduct of Tutorial Classes	Good(4)	Tutorial logs were proper for all subjects except for design project and seminar and project	
Conduct of series tests	Excellent(5)	questions were reviewed by a panel. More analytical questions may be included	
Syllabus coverage of practical course	Good(4)	65% experiments covered as on date	
Evaluation of students performance in practical classes	Excellent(5)	continuous evaluation done properly	
Conduct of Practical test	Not Relevant	planned at semester end	
Facility to do experiments in the lab	Excellent(5)	Sufficient machines & software available	
Conduct of remedial/minor/honours classes	Good(4)	More remedial classes need to be conducted	
Assessment of Outcomes	Excellent(5)	co mappings and attainment done for all semesters	
Faculty evaluation & remarks of the HOD	Excellent(5)	Done properly with ATR	
Facility in the department library for references	Good(4)	Available for reference only	

Maintenance of course diary	Excellent(5)	maintained properly as per ktu guidelines	
Syllabus coverage as per course plan	Good(4)	4th module getting completed for majority of subjects	

ELECTRONICS & COMMUNICATION ENGG-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)	meetings are held as per ktu calendar & ATR also mentioned	
Advisory meetings and action taken report	Excellent(5)	meetings are held regularly	
Schedule of Time Table	Excellent(5)	Time table scheduling is as per KTU curriculam	
Conduct of Tutorial Classes	Good(4)	Sufficient Tutorials were conducted.but proof of tutorial answer sheets were missing in some course files	
Conduct of series tests	Excellent(5)	Questions were reviewed by a committee. More analytical questions to test students knowledge need to be included	
Syllabus coverage of practical course	Good(4)	80% of syllabus covered so far . practical record found missing in in some class files	
Evaluation of students performance in practical classes	Excellent(5)	Continuous evaluation done properly	
Conduct of Practical test	Not Relevant	Scheduled at semester end as per calendar	
Facility to do experiments in the lab	Excellent(5)	Adequate lab equipments are available	

Conduct of remedial/minor/honours classes	Fair(3)	More remedial classes may be arranged	
Assessment of Outcomes	Excellent(5)	co attainment calculation done for first year as well as for higher semesters	
Faculty evaluation & remarks of the HOD	Excellent(5)	Evaluations are done & ATR is attached	
Facility in the department library for references	Good(4)	Library facility is available only for reference	
Maintenance of course diary	Excellent(5)	course diary has been well maintained	
Syllabus coverage as per course plan	Good(4)	For majority of subjects fourth module is about to complete	

CIVIL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)	2 meetings are held on 19.8.2019 & 17.10.2019 with ATR	
Advisory meetings and action taken report	Excellent(5)	Me etings are held as per ktu guidelines ATR	
Schedule of Time Table	Excellent(5)	Time Table scheduled as per syllabus	
Conduct of Tutorial Classes	Good(4)	tutorials are conducted as per syllabus. sample answer sheets shall be kept in the file	
Conduct of series tests	Excellent(5)	question papers are scrutinized co mappings done	
Syllabus coverage of practical course	Excellent(5)	Adequate experiments are included	
Evaluation of students performance in practical classes	Good(4)	on an average 65% experiments covered so far. continuous evaluation done	

Conduct of Practical test	Not Relevant	scheduled for the end of semester	
Facility to do experiments in the lab	Excellent(5)	Adequate lab facilities are available	
Conduct of remedial/minor/honours classes	Good(4)	More remedial classes need to be arranged	
Assessment of Outcomes	Excellent(5)	co mappings and attainment calculation done for all semesters	
Faculty evaluation & remarks of the HOD	Excellent(5)	Done with remarks of HOD	
Facility in the department library for references	Good(4)	only for reference	
Maintenance of course diary	Excellent(5)	well maintained	
Syllabus coverage as per course plan	Good(4)	On an average 4 modules are getting completed	

MECHANICAL ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Excellent(5)	meetings are held as per ktu guidelines with ATR	
Advisory meetings and action taken report	Excellent(5)	meetings are held as per ktu guidelines with ATR	
Schedule of Time Table	Excellent(5)	scheduled properly	
Conduct of Tutorial Classes	Excellent(5)	conducted regularly with proper login	
Conduct of series tests	Excellent(5)	question papers are scrutinized with co mappings	
Syllabus coverage of practical course	Good(4)	adequate coverage is there	
Evaluation of students performance in practical classes	Good(4)	continuous evaluation done properly.60% of experiments completed	

Conduct of Practical test	Not Relevant	to be done at semester end	
Facility to do experiments in the lab	Excellent(5)	Sufficient no. of machines and software available	
Conduct of remedial/minor/honours classes	Fair(3)	More remedial classes need to be arranged	
Assessment of Outcomes	Excellent(5)	co mappings and attainment done for all semesters	
Faculty evaluation & remarks of the HOD	Excellent(5)	Done with remarks of HOD	
Facility in the department library for references	Good(4)	facility only for reference	
Maintenance of course diary	Excellent(5)	well maintained as per syllabus	
Syllabus coverage as per course plan	Good(4)	4th module getting completed on an average	

APPLIED ELECTRONICS & INSTRUMENTATION ENGINEERING-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Class/course committee meetings and action taken report	Not Relevant	Affiliation discontinued	
Advisory meetings and action taken report	Not Relevant	Affiliation discontinued	
Schedule of Time Table	Not Relevant	Affiliation discontinued	
Conduct of Tutorial Classes	Not Relevant	Affiliation discontinued	
Conduct of series tests	Not Relevant	Affiliation discontinued	
Syllabus coverage of practical course	Not Relevant	Affiliation discontinued	
Evaluation of students performance in practical classes	Not Relevant	Affiliation discontinued	
Conduct of Practical test	Not Relevant	Affiliation discontinued	
Facility to do experiments in the lab	Not Relevant	Affiliation discontinued	

Conduct of remedial/minor/honours classes	Not Relevant	Affiliation discontinued	
Assessment of Outcomes	Not Relevant	Affiliation discontinued	
Faculty evaluation & remarks of the HOD	Not Relevant	Affiliation discontinued	
Facility in the department library for references	Not Relevant	Affiliation discontinued	
Maintenance of course diary	Not Relevant	Affiliation discontinued	
Syllabus coverage as per course plan	Not Relevant	Affiliation discontinued	

M.Tech

No of M.Tech Students	187
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CIVIL ENGINEERING(STRUCTURAL ENGINEERING AND CONSTRUCTION MANAGEMENT)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)	Well maintained	
Syllabus coverage as per course plan	Good(4)	4 modules completed as on date	
Class committee meetings and action taken report	Excellent(5)	meetings are held as per ktu calendar with ATR	
Conduct of Seminar & Mini project	Excellent(5)	Seminars are conducted with standard journal references	
Conduct of Thesis	Not Relevant	scheduled to be conducted at the end of semester	
Faculty with Ph.D for the program	Excellent(5)	two PhD holders	
Students attending MOOC or other online courses	Good(4)	students are attending MOOC courses	
Facility in the department library for journal reference	Good(4)	only for reference	

Computing facility in the department	Excellent(5)	adequate no.of machines are available in the lab	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	licensed software available	

COMPUTER SCIENCE AND ENGINEERING(COMPUTER SCIENCE AND ENGINEERING)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)	maintained properly	
Syllabus coverage as per course plan	Good(4)	4th module completed for majority of subjects	
Class committee meetings and action taken report	Excellent(5)	meetings are held as per ktu guidelines with ATR	
Conduct of Seminar & Mini project	Excellent(5)	Done as per guidelines with proper guidelines	
Conduct of Thesis	Not Relevant	Done at semester end	
Faculty with Ph.D for the program	Excellent(5)	2 Ph.D holders	
Students attending MOOC or other online courses	Good(4)	students are participating in MOOC courses	
Facility in the department library for journal reference	Good(4)	facility for reference only	
Computing facility in the department	Excellent(5)	Adequate no of machines are available	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	licensed software available	

MECHANICAL ENGINEERING(ADVANCED MANUFACTURING AND PRODUCTION MANAGEMENT)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)	well maintained	

Syllabus coverage as per course plan	Good(4)	4th module getting completed on an average	
Class committee meetings and action taken report	Excellent(5)	meetings are held as per ktu calendar with ATR	
Conduct of Seminar & Mini project	Excellent(5)	conducted properly with standard journal reference	
Conduct of Thesis	Not Relevant	done at end of semester	
Faculty with Ph.D for the program	Excellent(5)	5 PhD holders	
Students attending MOOC or other online courses	Good(4)	students are attending MOOC courses. Some have passed exams	
Facility in the department library for journal reference	Good(4)	only for reference	
Computing facility in the department	Excellent(5)	Adequate facility available	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	Licensed software are available	

ELECTRONICS AND COMMUNICATION ENGINEERING(ADVANCED COMMUNICATION AND INFORMATION SYSTEM)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Not Relevant	No admission	
Syllabus coverage as per course plan	Not Relevant	No admission	
Class committee meetings and action taken report	Not Relevant	No admission	
Conduct of Seminar & Mini project	Not Relevant	No admission	
Conduct of Thesis	Not Relevant	No admission	
Faculty with Ph.D for the program	Not Relevant	No admission	
Students attending MOOC or other online courses	Not Relevant	No admission	

Facility in the department library for journal reference	Not Relevant	No admission	
Computing facility in the department	Not Relevant	No admission	
Facility available in the department to do thesis work(all relevant licensed software)	Not Relevant	No admission	

ELECTRONICS AND COMMUNICATION ENGINEERING(VLSI AND EMBEDDED SYSTEMS)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Fair(3)	Course diary of some subjects were incomplete	
Syllabus coverage as per course plan	Good(4)	4th module running	
Class committee meetings and action taken report	Good(4)	Meetings are held as per KTU calendar	
Conduct of Seminar & Mini project	Fair(3)	seminars were conducted .sample records to be furnished	
Conduct of Thesis	Not Relevant	done at semester end	
Faculty with Ph.D for the program	Excellent(5)	3 faculty with Ph.d	
Students attending MOOC or other online courses	Good(4)	students are participating in MOOC courses	
Facility in the department library for journal reference	Good(4)	Facility is provided for text book reference	
Computing facility in the department	Excellent(5)	Sufficient systems are available	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	licensed softwares available	

MECHANICAL ENGINEERING(IC ENGINES AND ENERGY SYSTEMS)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
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Maintenance of course diary	Not Relevant	Affiliation discontinued	
Syllabus coverage as per course plan	Not Relevant	Affiliation discontinued	
Class committee meetings and action taken report	Not Relevant	Affiliation discontinued	
Conduct of Seminar & Mini project	Not Relevant	Affiliation discontinued	
Conduct of Thesis	Not Relevant	Affiliation discontinued	
Faculty with Ph.D for the program	Not Relevant	Affiliation discontinued	
Students attending MOOC or other online courses	Not Relevant	Affiliation discontinued	
Facility in the department library for journal reference	Not Relevant	Affiliation discontinued	
Computing facility in the department	Not Relevant	Affiliation discontinued	
Facility available in the department to do thesis work(all relevant licensed software)	Not Relevant	Affiliation discontinued	

ELECTRICAL AND ELECTRONICS ENGINEERING(POWER ELECTRONICS)-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Not Relevant	No intake	
Syllabus coverage as per course plan	Not Relevant	No intake	
Class committee meetings and action taken report	Not Relevant	No intake	
Conduct of Seminar & Mini project	Not Relevant	No intake	
Conduct of Thesis	Not Relevant	No intake	
Faculty with Ph.D for the program	Not Relevant	No intake	
Students attending MOOC or other online courses	Not Relevant	No intake	

Facility in the department library for journal reference	Not Relevant	No intake	
Computing facility in the department	Not Relevant	No intake	
Facility available in the department to do thesis work(all relevant licensed software)	Not Relevant	No intake	

MBA

No of MBA Students	170
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MASTERS IN BUSINESS ADMINISTRATION-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)	well maintained	
Syllabus coverage as per course plan	Excellent(5)	fifth module running	
Class committee meetings and action taken report	Excellent(5)	meetings are held as per calendar with ATR	
Conduct of Seminar & Mini project	Excellent(5)	seminars are conducted with standard journal reference	
Conduct of Thesis	Not Relevant	scheduled for semester end	
Faculty with Ph.D for the program	Excellent(5)	2 PhD holders	
Students attending MOOC or other online courses	Good(4)	students have registered for MOOC courses	
Facility in the department library for journal reference	Good(4)	only for reference	
Computing facility in the department	Excellent(5)	Adequate no of machines are available	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	licensed software available	

MCA

No of MCA Students	146
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MASTERS IN COMPUTER APPLICATIONS-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)	course diary well maintained	
Syllabus coverage as per course plan	Good(4)	fifth module running as on date	
Class committee meetings and action taken report	Excellent(5)	meetings are held in time with ATR	
Conduct of Seminar & Mini project	Excellent(5)	seminars are conducted with standard journals as reference	
Conduct of Thesis	Not Relevant	scheduled at the semester end	
Faculty with Ph.D for the program	Excellent(5)	1 PhD holder	
Students attending MOOC or other online courses	Good(4)	students have registered for MOOC	
Facility in the department library for journal reference	Good(4)	only for reference	
Computing facility in the department	Excellent(5)	Adequate no. of machines are available	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	licensed software available	

MCA 2nd Year Direct-(Full Time)

Key Aspects	Rating	Auditor Remarks	Principal's Response
Maintenance of course diary	Excellent(5)	course diary maintained as per ktu syllabus	
Syllabus coverage as per course plan	Good(4)	fifth module running as on date	

Class committee meetings and action taken report	Excellent(5)	meetings are held as per ktu calendar with ATR	
Conduct of Seminar & Mini project	Excellent(5)	seminars are conducted with standard journal references	
Conduct of Thesis	Not Relevant	scheduled at the end of semester	
Faculty with Ph.D for the program	Excellent(5)	1 PhD holder	
Students attending MOOC or other online courses	Good(4)	students are attending MOOC courses	
Facility in the department library for journal reference	Good(4)	only for reference	
Computing facility in the department	Excellent(5)	Sufficient machines are available	
Facility available in the department to do thesis work(all relevant licensed software)	Excellent(5)	licensed software available	

Student Interaction

Key Aspects	Rating	Auditor Remarks	Principal's Response
Syllabus coverage	Excellent(5)	Students are satisfied	
Lab Facility and conduct of Labs	Excellent(5)	Students are satisfied	
Co-curricular facility	Excellent(5)	Students are satisfied	
Extra-curricular facility	Excellent(5)	Students are satisfied	
All intimation from University conveyed properly in time	Excellent(5)	Students are satisfied	
Extra fees/fine imposed on students	Good(4)	Students have no complaints	
Approach of the management in addressing student grievances	Good(4)	Students are unaware of the presence of Students grievance and redressal committee	
Availability of Faculty for all subjects	Excellent(5)	Students are satisfied	
Any other remarks	Good(4)	Students expressed apprehension regarding the denial of duty leave for attending national level workshops for those who are having attendance shortage and back papers. Students also mentioned that some class tutors are not entering activity points in time. PG students requested for revaluation facility for university exams as in the case of B.Tech.. MCA students requested to amend the rule banning students with back paper to appear for course viva. Revaluation results may be published at a faster pace	