



SRI MANAKULA VINAYAGAR
ENGINEERING COLLEGE
(An Autonomous Institution)

Puducherry - 605 107

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

Internal Audit

Academic Year

2021 - 2022

Date of Audit

MARCH 10-11, 2022



INTERNAL QUALITY ASSURANCE CELL



**SRI MANAKULA VINAYAGAR
ENGINEERING COLLEGE**

An Autonomous Institution,
Accredited by NAAC with 'A' grade
Puducherry - 605 107



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

INTERNAL AUDIT

ACADEMIC YEAR 2022-2023

DATE: 19.01.2023 AND 20.01.2023



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A Preamble to Academic and Administrative Audit

The Academic and Administrative Audit (AAA) aims to ensure quality sustenance in all practices of academic and administrative system of the institution. As a part of the audit process, the IQAC has structured a format for the evaluation based on the Criteria specification by NAAC. The main objective of the audit is to review, assess and evaluate the performance of various criteria as listed below

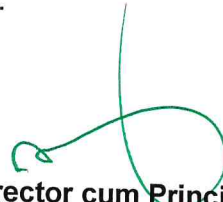
1. Curricular Aspects
2. Teaching, Learning and Evaluation
3. Feedback of Stake holders
4. Research, Innovation and Publications
5. Collaboration and Linkages
6. Student Progression
7. Activities Conducted/ Organized by the Department
8. Achievements by students and faculty members

This will ensure quality assurance to its stakeholders. The auditing process of the above stated criteria is carried out biannually one at the end of the odd semester by the internal expert members and the other at the end of the academic year covering both semesters by the external peer members.

This AAA was conducted by nominating internal faculty members and communicated to department heads through an internal circular dated 03.01.2023. Internal expert members from various departments participated in conducting this audit and was conducted on 19.01.2023 and 20.01.2023.

The audit observations are presented as a non-conformance report, sent to the respective Heads of the Department and the action taken report for the non-conformances is submitted by the respective Head of the department is also attached in this report.


IQAC Coordinator
(Dr.AA.Arivalagar)


Director cum Principal
(Dr.V.S.K. Venkatachalapathy)



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SMVEC/IQAC/ 01 /CIRCULAR/22

Date: 03.01.2023

CIRCULAR

This is to inform that IQAC plan to conduct an Internal Academic and Administrative Audit (AAA) for the academic year 2022-23 (odd semester) on 19th January and 20th January 2023. In this connection, All HoD's are requested to prepare the AAA report as per the format provided by IQAC. The soft copy of the AAA report needs to be shared to IQAC mail (iqac@smvec.ac.in) on or before 17.01.23. The internal expert members nominated by IQAC will verify all the details provided in AAA report along with supporting documents.

Your cooperation in this regard is highly appreciated.

(Dr. Arivalagar.AA)
IQAC Coordinator

A copy submitted to Director cum Principal

Cc to

The Registrar / The Controller of Examinations

Dean Academics (Circuit) / Dean Academics (Core) / Dean, R&D / Principal (B.Arch)

HoD (EEE) / HoD (ECE) / HoD(CSE) / HoD (IT) / HoD (ICE) / HoD (Civil) / HoD(Mech)

HoD (Mechatronics) / HoD (BME) / HoD (AI&DS) / HoD (CCE) / HoD (CSBS) / HoD (FT)

HoD (Management Studies) / HoD (Master of Computer Application) / File



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SMVEC/IQAC/03/Note/23/01

05.01.2023

Note

Submitted

Sub: Nomination of Internal Expert Member for Academic and Administrative Audit Process – Reg.

With reference to the above subject it is planned to conduct the internal Academic and Administrative Audit on 19.01.2023 and 20.01.2023 for the Academic Year 2022-2023 (Odd Semester). The following internal expert members are nominated to conduct the Audit in the respective departments.

Sl.No.	Name of the Expert Member	Designation /Department	Auditing Department
1	Dr.S.Balaji	Associate Professor/ IT	EEE and BME
	Dr.G.G. Sozhamannan	Associate Professor/ Mech	
2	Dr.A.Thiyagarajan	Associate Professor/ Mech	ECE
	Dr.R.Saravanan	Associate Professor/ IT	
3	Dr.A.Jayachithra	Associate Professor/ ECE	IT , CSE, FT, MBA and MCA
	Dr.A.G.Ganeshkumar	Professor/ Mech	
4	Dr.D.Raja	Associate Professor/ EEE	MECH
	Dr.N.Jothy	Associate Professor/ ECE	
5	Dr.K.Hemalatha	Associate Professor/ Mech	ICE and CIVIL
	Dr.R.Kurunjimalar	Associate Professor/ ECE	
6	Dr.A.Thiyagarajan	Associate Professor/ Mech	MCTR and B.Arch
	Dr.R.Ramya	Professor/ ECE	
7	Dr.P.Arunagiri	Associate Professor/ ECE	CSBS and CCE
	Dr.M.Ganesan	Associate Professor/ CSE	
8	Dr.T.Coumaressin	Associate Professor/ Mech	AID&S
	Dr.S.Ganesh Kumaran	Associate Professor/ EEE	


(Dr. Arivalagar.AA)
IQAC Coordinator

For Approval


(Dr.V.S.K.Venkatachalapathy)
Director cum Principal



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (2022-2023)

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ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

Internal Audit

SECTION -1: BASIC INFORMATION

Audit Date	19.01.2023			
Name of the Department	ELECTRICAL AND ELECTRONICS ENGINEERING			
Year of Establishment	1999			
Programs Offered	Name of the Program	Approved Intake		
	Electrical and Electronics Engineering	120		
	M. Tech (Power Electronics and Drives)	18		
Head of the Department	Dr. S. Anbumalar, M.E., Ph.D			
Number of full time Teachers	Professor	4		
	Associate Professor	7		
	Assistant Professor	30		
Number of Technical Staff	06			
Number of Students	For B. Tech:		For M. Tech	
	Year	Strength	Year	Strength
	First Year	105	First Year	-
	Second Year	88	Second Year	01
	Third Year	124	Total	01
	Fourth Year	118		
	Total	435		
Faculty Student Ratio	1:11		1:1	

SECTION - 2: CURRICULAR ASPECTS

2.1 Academic Plan

S. No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	-
2	Faculty Subject Preferences	Yes	-
3	Elective choices from the Students	Yes	-
4	Course allotment to the Faculty	Yes	-
5	Time Table (UG and PG)	Yes	-
6	Lesson plan for each Course	Yes	-

Recommendations:

Section	Remarks
Curricular Aspects	-
Teaching, Learning and Evaluation	-
Structured Feedback	-
Research, Innovation and Publications	-
Collaborations and Linkages	-
Student Progression	-
Activity Conducted / Organized by the Department	-
Achievements	Faculty participation in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences has to increased
General Remarks	-

Signature of the Internal Academic Audit Experts**Prof. Dr. S. Balaji**

Associate Professor

Department of Information Technology
Sri Manakula Vinayagar Engineering College,
Puducherry

**Prof. Dr. G. G. Sozhamannan**

Associate Professor

Department of Mechanical Engineering
Sri Manakula Vinayagar Engineering College,
Puducherry



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ACADEMIC AND ADMINISTRATIVE AUDIT

**DEPARTMENT OF
ELECTRONICS AND COMMUNICATION
ENGINEERING**



ACADEMIC AND ADMINISTRATIVE AUDIT PRO FORMA FOR ACADEMIC DEPARTMENTS

Academic Year 2022-2023 (ODD Semester)
Internal Audit

SECTION -1: BASIC INFORMATION

Audit Date	19.1.2023																																
Name of the Department	Department Electronics and Communication Engineering																																
Year of Establishment	1999																																
Programs Offered	<table border="1"> <thead> <tr> <th>Name of the Program</th> <th>Approved Intake</th> </tr> </thead> <tbody> <tr> <td>B.Tech – Electronics and Communication Engineering</td> <td>240</td> </tr> <tr> <td>M.Tech – Electronics and Communication Engineering</td> <td>24</td> </tr> <tr> <td>M.Tech – VLSI & Embedded Systems</td> <td>24</td> </tr> </tbody> </table>			Name of the Program	Approved Intake	B.Tech – Electronics and Communication Engineering	240	M.Tech – Electronics and Communication Engineering	24	M.Tech – VLSI & Embedded Systems	24																						
Name of the Program	Approved Intake																																
B.Tech – Electronics and Communication Engineering	240																																
M.Tech – Electronics and Communication Engineering	24																																
M.Tech – VLSI & Embedded Systems	24																																
Head of the Department	Dr.P.Raja																																
Number of full time Teachers	Designation																																
	Professor	07																															
	Associate Professor	03																															
	Assistant Professor	48																															
Number of Technical Staff	06																																
Number of Students	For UG -----:	For PG -----:																															
	<table border="1"> <thead> <tr> <th>Year</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>First Year</td> <td>237</td> </tr> <tr> <td>Second Year</td> <td>214+12</td> </tr> <tr> <td>Third Year</td> <td>217</td> </tr> <tr> <td>Fourth Year</td> <td>210</td> </tr> <tr> <td>Total</td> <td>890</td> </tr> </tbody> </table>	Year	Total	First Year	237	Second Year	214+12	Third Year	217	Fourth Year	210	Total	890	<table border="1"> <thead> <tr> <th>Year</th> <th>Courses</th> <th>Strength</th> </tr> </thead> <tbody> <tr> <td>First</td> <td>ECE</td> <td>03</td> </tr> <tr> <td>Year</td> <td>VLSI&ES</td> <td>05</td> </tr> <tr> <td>Second</td> <td>ECE</td> <td>-</td> </tr> <tr> <td>Year</td> <td>VLSI&ES</td> <td>01</td> </tr> <tr> <td></td> <td>Total</td> <td>09</td> </tr> </tbody> </table>		Year	Courses	Strength	First	ECE	03	Year	VLSI&ES	05	Second	ECE	-	Year	VLSI&ES	01		Total	09
Year	Total																																
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Second Year	214+12																																
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Year	VLSI&ES	05																															
Second	ECE	-																															
Year	VLSI&ES	01																															
	Total	09																															
		For PhD																															
		<table border="1"> <thead> <tr> <th>Year</th> <th>Courses</th> <th>Strength</th> </tr> </thead> <tbody> <tr> <td>First</td> <td>ECE</td> <td>06</td> </tr> <tr> <td>Year</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Total</td> <td>06</td> </tr> </tbody> </table>		Year	Courses	Strength	First	ECE	06	Year				Total	06																		
Year	Courses	Strength																															
First	ECE	06																															
Year																																	
	Total	06																															
Faculty Student Ratio	1:16																																

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	Nil
2	Faculty Subject Preferences	Yes	Nil
3	Elective choices from the Students	Yes	Nil
4	Course allotment to the Faculty	Yes	Nil
5	Time Table (UG and PG)	Yes	Nil
6	Lesson plan for each course	Yes	Nil

Recommendations:

Criterion Progression	Remarks
Curricular Aspects	All relevant documents are verified
Teaching, Learning and Evaluation	Provide supporting documents for certificate courses and mandatory courses.
Structured Feedback	All relevant documents are verified
Research, Innovation and Publications	Require enhancements
Collaborations and Linkages	Require enhancements
Student Progression	All relevant documents are verified
Activity Conducted / Organized by the Department	Increase the scope of club activities.
Achievements	All relevant documents are verified
General Remarks	Most of the documents are available in the department

Internal Audit Experts

Dr.A.Thiyagarajan
Associate Professor
Department of Mechanical Engineering
SMVEC, Puducherry



Dr.R.Saravanan
Associate Professor
Department of IT
SMVEC, Puducherry



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

**DEPARTMENT OF
COMPUTER SCIENCE AND ENGINEERING**



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

Internal Audit

SECTION -1: BASIC INFORMATION

Audit Date	19-01-2023			
Name of the Department	Computer Science and Engineering			
Year of Establishment	1999			
Programs Offered	Name of the Program		Approved Intake	
	U.G Programs -B.Tech		180	
	P.G Programs – M.Tech		24	
	Doctoral Program-Ph.D		10	
Head of the Department	Dr.K.Premkumar			
Number of full time Teachers	Professor	3		
	Associate Professor	9		
	Assistant Professor	34		
Number of Technical Staff	5			
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	188	First Year	4
	Second Year	188	Second Year	7
	Third Year	188	Total	11
	Fourth Year	176		
	Total	740		
			For Ph.D	
			Registered	5
	Faculty Student Ratio	1:15		-

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG and PG)	Yes	
6	Lesson plan for each Course	Yes	

Recommendations:

Section	Remarks
Curricular Aspects	Nil
Teaching, Learning and Evaluation	Nil
Structured Feedback	Nil
Research, Innovation and Publications	Nil
Collaborations and Linkages	Need to concentrate on MoUs
Student Progression	Nil
Activity Conducted / Organized by the Department	Need to organize more events
Achievements	Faculties should participate more events
General Remarks	Nil

Signature of the Internal Academic Audit Experts

Dr.A.Jayachithra,
Associate Professor/ECE,
Sri Manakula Vinayagar Engineering College.



Dr.A.G.Ganeshkumar,
Associate Professor/Mech,
Sri Manakula Vinayagar Engineering College.



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ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF INFORMATION TECHNOLOGY



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

SECTION -1: BASIC INFORMATION

Internal Audit

Audit Date	19.01.2023			
Name of the Department	Information Technology			
Year of Establishment	1999			
Programs Offered	Name of the Program		Approved Intake	
	B.Tech (Information Technology)		180	
	M.Tech (Networking)		18	
Head of the Department	Dr.R. Raju, Professor			
Number of full time Teachers	Professor	2		
	Associate Professor	5		
	Assistant Professor	38		
Number of Technical Staff	05			
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	0	First Year	0
	Second Year	186	Second Year	0
	Third Year	160	Total	0
	Fourth Year	161		
	Total	507		
Faculty Student Ratio	1:15			

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	Department follows the common academic calendar approved by the academic council and distributed through Dean Academics for the UG PG students
2	Faculty Subject Preferences	Yes	A common template is floated among the faculty members to collect their subject preferences and attached
3	Elective choices from the Students	Yes	The process of selection of courses and the supporting documents for the implementation of the process is attached
4	Course allotment to the Faculty	Yes	Course Allotted to the faculty on basis of their course preferences
5	Time Table (UG and PG)	Yes	Follows and adheres to all aspects as per AICTE and institution recommendation
6	Lesson plan for each Course	Yes	Prepared in alignment with the academic calendar.

Recommendations:

Section	Remarks
Curricular Aspects	All relevant documents are verified
Teaching, Learning and Evaluation	All relevant documents are verified
Structured Feedback	All relevant documents are verified
Research, Innovation and Publications	Priority to be given for Funding Projects and Importance to be given for Grant Patent
Collaborations and Linkages	All relevant documents are verified
Student Progression	All relevant documents are verified
Activity Conducted / Organized by the Department	A minimum of 2 programme per semester to be conducted
Achievements	All relevant documents are verified
General Remarks	All the documents are arranged properly and maintained

Signature of the Internal Academic Audit Experts**Dr.A.G.Ganeshkumar****Professor****Department of Mechanical Engineering,
SMVEC****Dr.A.Jayachitra****Associate Professor****Department of Electronics & Communication
Engineering, SMVEC**



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF MECHANICAL ENGINEERING



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-23)

Internal Audit

SECTION -1 : BASIC INFORMATION

Audit Date	19.01.2023			
Name of the Department	Mechanical Engineering			
Year of Establishment	2008			
Programs Offered	Name of the Program		Approved Intake	
	B.Tech Mechanical Engineering		180	
	M.Tech Manufacturing Engineering		24	
	Ph.D Mechanical Engineering		Tentative	
	;			
Head of the Department	Dr.G.G.Sozhamannan			
Number of full time Teachers	Professor	7		
	Associate Professor	10		
	Assistant Professor	36		
Number of Technical Staff	4			
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	75	First Year	4
	Second Year	108	Second Year	5
	Third Year	129	Total	9
	Fourth Year	133		
	Total	445		
Faculty Student Ratio	1:15			

SECTION -2 : CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG and PG)	Yes	
6	Lesson plan for each Course	Yes	

Recommendations:

Section	Remarks
Curricular Aspects	All relevant documents are verified
Teaching, Learning and Evaluation	All relevant documents are verified
Structured Feedback	All relevant documents are verified
Research, Innovation and Publications	Publication count need to be increased
Collaborations and Linkages	Sponsored or Industry Projects count need to be increased
Student Progression	All relevant documents are verified
Activity Conducted / Organized by the Department	Organize more FDP/STTP in the department
Achievements	All relevant documents are verified
General Remarks	Most of the documents are available in the department except the file mentioned above

Signature of the Internal Academic Audit Experts

Dr. D.Raja
Associate Professor
Department of EEE
SMVEC



Dr.N.Jothy
Associate Professor
Department of ECE
SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF INSTRUMENTATION AND CONTROL ENGINEERING



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

INTERNAL AUDIT

SECTION -1: BASIC INFORMATION

Audit Date	19.1.2023			
Name of the Department	Instrumentation and Control Engineering			
Year of Establishment	2002			
Programs Offered	Name of the Program		Approved Intake	
	B.Tech		60	
Head of the Department	Dr.L.M.Varalakshmi			
Number of full time Teachers	Professor	1		
	Associate Professor	2		
	Assistant Professor	12		
Number of Technical Staff				
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	47	First Year	-
	Second Year	45	Second Year	-
	Third Year	31	Total	-
	Fourth Year	32		
	Total	155		
Faculty Student Ratio	1:16		-	

SECTION - 2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG)	Yes	
6	Lesson plan for each Course	Yes	

2.2 Participation of the Faculty in the Curriculum development for courses offered in UG and PG programs

S.No	Name of the Faculty	Participated as	Course	Year / Sem
1.	Dr. L. M. Varalakshmi	Planner, Designer, Decision maker R-2020	All Courses	R-2020, R-2023
2.	Mrs. T. Sudha	Manager, Implementer	R-2020	
			Computer Control of Processes	IV/VII

Recommendations:

Section	Remarks
Curricular Aspects	-
Teaching, Learning and Evaluation	-
Structured Feedback	-
Research, Innovation and Publications	Require more focus and attention in research for receiving funds
Collaborations and Linkages	Need more attention with the industrial tie ups
Student Progression	-
Activity Conducted / Organized by the Department	-
Achievements	-
General Remarks	-

Signature of the Internal Academic Audit Experts



Dr. R. Kurinjimalar
Professor
Department of Electronics and Communication Engineering
SMVEC, Puducherry



Dr. K. Hemalatha
Associate Professor
Department of Mechanical Engineering
SMVEC, Puducherry



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF CIVIL ENGINEERING



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year: 2022 - 2023)

INTERNAL AUDIT

SECTION -1: BASIC INFORMATION

Audit Date	19.01.2023			
Name of the Department	Civil Engineering			
Year of Establishment	2012			
Programs Offered	Name of the Program		Approved Intake	
	U.G programs -B.Tech		60	
Head of the Department	Dr.S.Sundararaman			
Number of full time Teachers	Professor	2		
	Associate Professor	Nil		
	Assistant Professor	22		
Number of Technical Staff	1			
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	35	First Year	NA
	Second Year	-	Second Year	NA
	Third Year	40	Total	NA
	Fourth Year	35		
	Total	110		
Faculty Student Ratio	1:15	-		

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1.	Department Academic Calendar	Yes	-
2.	Faculty Subject Preferences	Yes	-
3.	Elective choices from the Students	Yes	-
4.	Course allotment to the Faculty	Yes	-
5.	Time Table (UG and PG)	Yes	-
6.	Lesson plan for each Course	Yes	-

Recommendations:

Section	Remarks
Curricular Aspects	All relevant documents are verified
Teaching, Learning and Evaluation	For Professional and Elective choice a detailed break up of student choice to be made available
Structured Feedback	Sample viva questions can be given for each experiments so students can be able to understand better on the concepts
Research, Innovation and Publications	Need to publish books/ book chapters
Collaborations and Linkages	Publication on International conference to be improved. Placement in core company to be improved
Student Progression	All relevant documents are verified
Activity Conducted / Organized by the Department	All relevant documents are verified
Achievements	All relevant documents are verified
General Remarks	Most of the documents are available in the department except the file mentioned above

Signature of the Internal Academic Audit Experts**Dr. R. Kurinjimalar**

Professor

Department of Electronics & Communication Engineering,
SMVEC**Dr. K. Hemalatha**

Associate Professor

Department of Mechanical Engineering,
SMVEC



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ENGINEERING COLLEGE**

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Puducherry - 605 107



INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF MECHATRONICS



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

Internal Audit

SECTION -1 : BASIC INFORMATION

Audit Date	20.01.2023			
Name of the Department	Mechatronics			
Year of Establishment	2019			
Programs Offered	Name of the Program		Approved Intake	
	B.Tech – Mechatronics		60	
	Dr.G.Balamuruga MohanRaj			
Head of the Department	Professor	1		
	Associate Professor	-		
	Assistant Professor	11		
Number of full time Teachers				
Number of Technical Staff				
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	-	First Year	-
	Second Year	38	Second Year	-
	Third Year	30	Total	-
	Fourth Year	15		
	Total	85		
Faculty Student Ratio	1:8			

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	Academic calendar is framed every semester including the guest lectures, technical competitions and internals and project reviews
2	Faculty Subject Preferences	Yes	At the beginning of every semester subject preferences are collected from the faculties based on their specialization and separate forms are maintained in the department.
3	Elective choices from the Students	Yes	Different electives are floated among students, if more than 20 students optional elective that specific elective is chosen for the particular groups. The electives are categorized in different mechanical specializations.
4	Course allotment to the Faculty	Yes	Once the faculties give their subject willingness, HoD in discussion with academic coordinator allots subjects to the faculties.
5	Time Table (UG and PG)	Yes	Time table are framed by allotting 6 hours for analytical subjects (4 credit papers)with additional tutorial hour and 5

Recommendations:

Section	Remarks
Curricular Aspects	All relevant documents are verified
Teaching, Learning and Evaluation	All relevant documents are verified
Structured Feedback	All relevant documents are verified
Research, Innovation and Publications	Publication count need to be increased
Collaborations and Linkages	Industry and sponsored projects need to be encouraged
Student Progression	Placement in core companies should be arranged.
Activity Conducted / Organized by the Department	More FDP/STTP need to be organized
Achievements	All relevant documents are verified
General Remarks	All relevant documents are verified

Signature of the Internal Academic Audit Experts

Dr.A.Thiyagarajan
Associate professor
Department of Mechanical Engineering
SMVEC

Dr.R.Ramya
Professor
Department of Electronics & Communication
Engineering, SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF BIO MEDICAL ENGINEERING



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

Internal Audit

SECTION -1 : BASIC INFORMATION

Audit Date	20.01.2023			
Name of the Department	BIOMEDICAL ENGINEERING			
Year of Establishment	2019			
Programs Offered	Name of the Program		Approved Intake	
	B.Tech – Biomedical Engineering		60	
Head of the Department	Dr.A.Vijayalakshmi			
Number of full time Teachers	Professor	1		
	Associate Professor			
	Assistant Professor	13		
Number of Technical Staff				
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year		First Year	-
	Second Year	39	Second Year	-
	Third Year	48	Total	-
	Fourth Year	35		
	Total	122		
Faculty Student Ratio	1:13			

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG and PG)	Yes	
6	Lesson plan for each Course	Yes	

9.5 Details of Faculty participated in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences at National and International Level

S.No	Name of the Faculty	FDP /STTP /Workshop /Conference Title	Organized by	Duration (Days)
1	-	-	-	-

Declaration by HoD

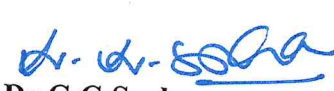
I am aware that the above information provided by the department will be validated by the Academic and Administrative Audit (AAA) committee during the visit


Head of the Department
 Dr.A.Vijayalakshmi

Recommendations:

Section	Remarks
Curricular Aspects	
Teaching, Learning and Evaluation	
Structured Feedback	
Research, Innovation and Publications	Need to publish books / book chapters
Collaborations and Linkages	
Student Progression	
Activity Conducted / Organized by the Department	
Achievements	Staff need to apply for awards and other recognitions and document the same
General Remarks	

Signature of the Internal Academic Audit Experts


Dr.G.G.Sozhamannan
 Professor
 Department of Mechanical Engineering
 SMVEC, Puducherry


Dr.S.Balaji
 Associate Professor
 Department of Information Technology
 SMVEC, Puducherry



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

**DEPARTMENT OF
ARTIFICIAL INTELLIGENCE AND DATA SCIENCE**



ACADEMIC AND ADMINISTRATIVE AUDIT

(ACADEMIC YEAR 2022 - 2023)

INTERNAL AUDIT

SECTION -1 : BASIC INFORMATION

Audit Date	20.01.2023		
Name of the Department	B.Tech(Artificial Intelligence and Data Science)		
Year of Establishment	15.06.2020		
Programs Offered	Name of the Program		Approved Intake
	B.Tech(Artificial Intelligence and Data Science)		120
Head of the Department	Dr. J.MADHUSUDANAN		
Number of full time Teachers	Professor	1	
	Associate Professor	2	
	Assistant Professor	16	
Number of Technical Staff			
Number of Students	For B.Tech:		For M.Tech
	Year	Strength	
	First Year	120	
	Second Year	112	
	Third Year	56	
	Fourth Year	-	
	Total	-	
Faculty Student Ratio	1:15		

SECTION -2 : CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG and PG)	Yes (UG)	
6	Lesson plan for each Course	Yes	

Recommendations:

Section	Remarks
Curricular Aspects	-
Teaching, Learning and Evaluation	It is necessary to capture the follow-up of slow learners in the Assessment book in order to establish a comprehensive record of students' progress.
Structured Feedback	Recommend enhancing the feedback process by implementing regular surveys or focus groups to gather insights from students, enabling continuous refinement of teaching methods and addressing specific needs
Research, Innovation and Publications	Consultancy works initiated and faculty members are asked to publish their journals in reputed journals.
Collaborations and Linkages	-
Student Progression	-
Activity Conducted / Organized by the Department	Faculties are requested to participate in various professional bodies and encouraged to receive awards to their credit
Achievements	-
General Remarks	Establish a continuous improvement framework, fostering a culture of feedback, and implement regular self-assessment practices to ensure sustained excellence.

Signature of the Internal Academic Audit Experts

Dr.S.Ganeshkumaran
Associate Professor
Department of Electrical and Electronics
Engineering, SMVEC



Dr. T. Coumaressin
Associate Professor
Department of Mechanical Engineering,
SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

**DEPARTMENT OF
COMPUTER SCIENCE AND BUSINESS SYSTEMS**



ACADEMIC AND ADMINISTRATIVE AUDIT

Academic Year 2022-2023

Internal Audit

SECTION -1: BASIC INFORMATION

Audit Date	20.01.2023			
Name of the Department	Computer Science and Business Systems			
Year of Establishment	2020			
Programs Offered	Name of the Program	Approved Intake		
	B.Tech. CSBS	60		
Head of the Department	Dr. N. Danapaquame			
Number of full time Teachers	Professor	01		
	Associate Professor	00		
	Assistant Professor	10		
Number of Technical Staff	-			
Number of Students	For B.Tech:		For M.Tech	
	Year	Strength	Year	Strength
	First Year	53	First Year	-
	Second Year	53	Second Year	-
	Third Year	-	Total	-
	Fourth Year	-		
	Total	106		
Faculty Student Ratio	1:20		-	

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S. No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective Choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG and PG)	Yes (UG)	
6	Lesson plan for each Course	Yes	

2.2 Participation of the Faculty in the Curriculum development for courses offered in UG and PG programs

S. No	Name of the Faculty	Participated as	Course	Year / Sem
1	Dr. N. Danapaquame	Board Chairman	UG courses	UG all years

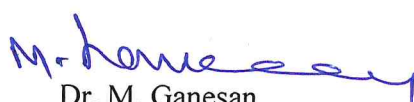
2.3 List of Professional Elective Courses offered by the department

Recommendations:

Section	Remarks
Curricular Aspects	The curriculum is up-to-date and relevant to the needs of students.
Teaching, Learning and Evaluation	Faculty members are well-prepared and knowledgeable about their subject matter.
Structured Feedback	Faculty members provide timely and constructive feedback to students.
Research, Innovation and Publications	The department has a robust process for evaluating research proposals.
Collaborations and Linkages	The department collaborations have contributed to the achievement of its strategic objectives.
Student Progression	The department has a comprehensive plan in place to support student progression.
Activity Conducted / Organized by the Department	The department effectively identifies and prioritizes activities that align with its strategic goals and the needs of its stakeholders.
Achievements	The department has effectively managed its resources.
General Remarks	To Promote Ethical Computing and Social Responsibility.

Signature of the Internal Academic Audit Experts


Dr. P. Arunagiri
Associate Professor
Department of ECE,
SMVEC


Dr. M. Ganesan
Associate Professor
Department of CSE,
SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

**DEPARTMENT OF
COMPUTER SCIENCE AND COMMUNICATION
ENGINEERING**



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022 - 2023)

Internal Audit

SECTION -1: BASIC INFORMATION

Audit Date	20.01.2023		
Name of the Department	Computer and Communication Engineering		
Year of Establishment	2020		
Programs Offered	Name of the Program		Approved Intake
	B.Tech- Computer and Communication Engineering		60
Head of the Department	Dr.V.Bharathi		
Number of full time Teachers	Professor	1	
	Associate Professor	-	
	Assistant Professor	8	
Number of Technical Staff	-		
Number of Students	For B.Tech:		
	Year	Strength	
	First Year	57	
	Second Year	48	
	Third Year	-	
	Fourth Year	-	
	Total	105	
Faculty Student Ratio	1:13		

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the Students	Yes	
4	Course allotment to the Faculty	Yes	
5	Time Table (UG and PG)	Yes	
6	Lesson plan for each Course	Yes	

Recommendations

Section	Remarks
Curricular Aspects	
Teaching, Learning and Evaluation	
Structured Feedback	
Research, Innovation and Publications	Need to concentrate on research oriented projects to get funding from external agencies.
Collaborations and Linkages	MoU to be signed with reputed organization for betterment of students.
Student Progression	
Activity Conducted / Organized by the Department	
Achievements	Need participation of faculty in various committees to get more exposure on various events.
General Remarks	

Signature of the Internal Academic Audit Experts

Dr.M.Ganesan

Professor

Department of Computer Science and Engg.
SMVEC, Puducherry

Dr.P.Arunagiri

Associate Professor

Department of Electronics and Communication Engg.
SMVEC, Puducherry



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

**DEPARTMENT OF
FASHION TECHNOLOGY**



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

(Internal Audit)

SECTION -1 : BASIC INFORMATION

Audit Date	19.01.2023																														
Name of the Department	Fashion Technology																														
Year of Establishment	2020																														
Programs Offered	<table border="1"> <tr> <td>Name of the Program</td> <td>Approved Intake</td> </tr> <tr> <td>B.Tech</td> <td>60</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>			Name of the Program	Approved Intake	B.Tech	60																								
Name of the Program	Approved Intake																														
B.Tech	60																														
Head of the Department	Dr.J.Thanikai Vimal																														
Number of full time Teachers	<table border="1"> <tr> <td>Professor</td> <td></td> </tr> <tr> <td>Associate Professor</td> <td>1</td> </tr> <tr> <td>Assistant Professor</td> <td>8</td> </tr> </table>			Professor		Associate Professor	1	Assistant Professor	8																						
Professor																															
Associate Professor	1																														
Assistant Professor	8																														
Number of Technical Staff																															
Number of Students	<table border="1"> <tr> <td colspan="2">For B.Tech:</td> <td colspan="2">For M.Tech</td> </tr> <tr> <td>Year</td> <td>Strength</td> <td>Year</td> <td>Strength</td> </tr> <tr> <td>First Year</td> <td>-</td> <td>First Year</td> <td>-</td> </tr> <tr> <td>Second Year</td> <td>14</td> <td>Second Year</td> <td>-</td> </tr> <tr> <td>Third Year</td> <td>22</td> <td>Total</td> <td>-</td> </tr> <tr> <td>Fourth Year</td> <td>-</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>36</td> <td></td> <td></td> </tr> </table>			For B.Tech:		For M.Tech		Year	Strength	Year	Strength	First Year	-	First Year	-	Second Year	14	Second Year	-	Third Year	22	Total	-	Fourth Year	-			Total	36		
For B.Tech:		For M.Tech																													
Year	Strength	Year	Strength																												
First Year	-	First Year	-																												
Second Year	14	Second Year	-																												
Third Year	22	Total	-																												
Fourth Year	-																														
Total	36																														
Faculty Student Ratio																															

SECTION -2 : CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	YES	
2	Faculty Subject Preferences	YES	
3	Elective choices from the Students	YES	
4	Course allotment to the Faculty	YES	
5	Time Table (UG and PG)	YES	
6	Lesson plan for each Course	YES	

Recommendations:

Section	Remarks
Curricular Aspects	Document evidences for preference, allotment of courses to faculty and electives chosen by students needs proper documentation and recorded for traceability
Teaching, Learning and Evaluation	Nil
Structured Feedback	Parent meeting record and the feedback mechanism to be initiated and action taken report to be maintained
Research, Innovation and Publications	Research, consultancy, publications of journals, patent filing by faculty members needs to be initiated and require most attention in generating funds.
Collaborations and Linkages	MoU's to be signed for better linkages and collaboration with industry and they must be functional.
Student Progression	Nil
Activity Conducted / Organized by the Department	Nil
Achievements	Need initiation by faculty and students for active participation in various professional societies and get recognition through those societies/ bodies.
General Remarks	Nil

Signature of the Internal Academic Audit Experts

Dr.A.G.Ganeshkumar
Professor
Department of Mechanical Engineering,
SMVEC



Dr.A.Jayachitra
Associate Professor
Department of Electronics & Communication
Engineering, SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

SCHOOL OF ARCHITECTURE



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

INTERNAL AUDIT

SECTION -1: BASIC INFORMATION

Audit Date	19.01.2023	
Name of the Department	School of Architecture	
Year of Establishment	2017	
Programs Offered	Name of the Program	Approved Intake
	B.Arch. (Bachelor of Architecture)	40
Principal	Prof.Ar.S. Manoharan	
Number of full time Teachers	Professor	1
	Associate Professor	3
	Assistant Professor	10
Number of Technical Staff	1	
Number of Students	For B.Arch.:	
	Year	Strength
	First Year	26
	Second Year	16
	Third Year	25
	Fourth Year	24
	Fifth Year	11
	Total	102
Faculty Student Ratio	1:10	

SECTION -2: CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the students	Yes	
4	Course allotment to the faculty	Yes	
5	Time Table (UG)	Yes	
6	Lesson plan for each Course	Yes	

11	Ar.R.Poornima	• Member, Council of Architecture
----	---------------	-----------------------------------

9.2 Details of Faculty Appointed / Nominated on Editorial Boards /Reviewers

S. No	Name of the Faculty	Name of Editorial Boards / Conferences
		NIL

9.3 Awards / Prizes and Recognitions received by teachers at University, State, National and International Level

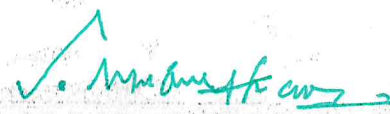
S. No	Name of the Faculty	Name of Awards / Recognition
1	Ar.R.Ragavendira	Best Teacher Award (INSC-Institute of Scholars)

9.4 Details of Faculty participated in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences at National and International Level

Sl. No.	Name of the Faculty	FDP /STTP /Workshop /Conference Title	Duration (Days)
1	Ar. R. Ragavendira	Research Methods and Techniques in Architecture and Planning (Professional Development Programme)	11.04.2022 to 15.04.2022
2	Ar. R. Ragavendira	Barrier-free design and Universal Design Principles in Architecture and Planning (Professional Development Programme)	14.11.2022 to 18.11.2022
3	Ar. S. Adithyan	Barrier-free design and Universal Design Principles in Architecture and Planning (Professional Development Programme)	14.11.2022 to 18.11.2022
4	Ar. R. Nivedha	Barrier-free design and Universal Design Principles in Architecture and Planning (Professional Development Programme)	14.11.2022 to 18.11.2022

Declaration by (Principal SOA/SMVEC)

I am aware that the above information provided by the department will be validated by the Academic and Administrative Audit (AAA) committee during the visit


(Principal SOA/SMVEC)

Signature of the Internal Academic Audit Experts


(Dr. R. Ramya)
Professor
Department of ECE
SMVEC


(Dr. A. Thiagarajan)
Associate Professor
Department of Mechanical
SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

MASTER OF COMPUTER APPLICATIONS



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

Internal Audit

SECTION -1 : BASIC INFORMATION

Audit Date	26/06/2023			
Name of the Department	Master of Computer Applications			
Year of Establishment	2002			
Programs Offered	Name of the Program	Approved Intake		
	P.G programs -MCA	120		
Head of the Department	Dr. A. Ramalingam			
Number of full time Teachers	Professor	02		
	Associate Professor	03		
	Assistant Professor	11		
Number of Technical Staff	01			
Number of Students	For MCA		For M.Tech	
	Year	Strength	Year	Strength
	First Year	117	First Year	NIL
	Second Year	117	Second Year	NIL
	Third Year		Total	NIL
	Fourth Year			
	Total	234		
Faculty Student Ratio	1:15			

SECTION -2 : CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	-
2	Faculty Subject Preferences	Yes	-
3	Elective choices from the Students	Yes	-
4	Course allotment to the Faculty	Yes	-
5	Time Table (UG and PG)	Yes	-
6	Lesson plan for each Course	Yes	-

2.2 Participation of the Faculty in the Curriculum development for courses offered in UG and PG programs

S.No	Name of the Faculty	Participated as	Course	Year / Sem
1.	Dr.A.Ramalingam	Department -In charge	PG-MCA	I,II year
2.	Mr.R.Ramakrishnan	Department -In charge	PG-MCA	I,II year
3.	Dr.T.Amalraj Victoire	Department -In charge	PG-MCA	I,II year
4.	Mrs.M.Vasuki	Department -In charge	PG-MCA	I,II year

Recommendations:

Section	Remarks
Curricular Aspects	-
Teaching, Learning and Evaluation	-
Structured Feedback	-
Research, Innovation and Publications	Research, consultancy, publications of journals, patent filing by faculty members needs to be initiated and require most attention in generating funds.
Collaborations and Linkages	Need initiation by faculty to get more industry projects
Student Progression	-
Activity Conducted / Organized by the Department	-
Achievements	Need documentary evidences on receiving of awards /recognition
General Remarks	-

Signature of the Internal Academic Audit Experts

Dr.A.G.Ganeshkumar
Professor

Department of Mechanical Engineering,
SMVEC



Dr.A.Jayachitra
Associate Professor

Department of Electronics & Communication
Engineering, SMVEC



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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

DEPARTMENT OF MANAGEMENT STUDIES



ACADEMIC AND ADMINISTRATIVE AUDIT

(Academic Year 2022-2023)

Internal Audit

SECTION -1: BASIC INFORMATION

Audit Date	26/06/2023		
Name of the Department	Master of Business Administration		
Year of Establishment	2005		
Programs Offered	Name of the Program		Approved Intake
	MBA		180
	Ph.D.		4
Head of the Department	Dr.N.S.N. Cailassame		
Number of full time Teachers	Professor	03	
	Associate Professor	03	
	Assistant Professor	18	
Number of Technical Staff			
Number of Students	MBA		
	Year	Strength	
	First Year	180	
	Second Year	181	
	Total	361	
Faculty Student Ratio	1:15		

SECTION -2 : CURRICULAR ASPECTS

2.1 Academic Plan

S.No	Particular	Available (Yes / No)	Remarks
1	Department Academic Calendar	Yes	
2	Faculty Subject Preferences	Yes	
3	Elective choices from the students	Yes	
4	Course allotment to the faculty	Yes	
5	Time Table (UG and PG)	Yes	
6	Lesson plan for each Course	Yes	

Recommendations:

22-23
2

Section	Remarks
Curricular Aspects	--
Teaching, Learning and Evaluation	--
Structured Feedback	--
Research, Innovation and Publications	Need more concentration on it.
Collaborations and Linkages	--
Student Progression	There is no any data available.
Activity Conducted / Organized by the Department	--
Achievements	Need to produce hard copy of all the certificates
General Remarks	--

Signature of the Internal Academic Audit Experts



Dr.A.G.Ganeshkumar
Professor

Department of Mechanical Engineering,
SMVEC



Dr.A.Jayachitra
Associate Professor

Department of Electronics & Communication
Engineering, SMVEC



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Puducherry - 605 107



INTERNAL QUALITY ASSURANCE CELL

**ACADEMIC AND ADMINISTRATIVE AUDIT
NON COMPLIANCE - REPORT
ACADEMIC YEAR 2022-2023**



SMVEC / IQAC / INT / AAA/ 2022-23 /01

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Electrical and Electronics Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 01/ CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2023. The following non-conformances were observed during the audit.

Section No.	Particulars	Remarks Given
SECTION – II: CURRICULAR ASPECTS		
2.7	List of Mandatory Courses offered by the department	Supporting Documents need to be maintained for Physical Education
SECTION – III: TEACHING, LEARNING AND EVALUATIONS		
3.3	List of Expert Lectures / Workshop Conducted	Need to arrange more workshops.
SECTION – IX: ACHIVEMENTS		
9.5	Details of Faculty participated in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences at National and International Level	Faculty participation in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences has to increased

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC / INT / AAA/ 2022-23 /01

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Electronics and Communication Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 01/ CIRCULAR / 23 dated 03-1-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19 January 2023. The following non-conformance was observed during the audit.

Secti on No.	Particular	Remarks
1	Curricular Aspects	All relevant documents are verified
2	Teaching, Learning and Evaluation	Supporting documents for Certificate Courses and Mandatory Courses to be provided
3	Structured Feedback	All relevant documents are verified
4	Research, Innovation and Publications	Need improvement
5	Collaborations and Linkages	Need improvement
6	Student Progression	All relevant documents are verified
7	Activity Conducted / Organized by the Department	Club activities can be increased
8	Achievements	All relevant documents are verified
		Most of the documents are available in the department

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2022

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC / INT / AAA/ 2022-23 /01

25-01-2023

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Computer Science and Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg
Ref : SMVEC / IQAC / 01/ CIRCULAR / 23

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.4	Functional Memorandum of Understanding (MoU)	Need to focus on functional MoU's.
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT		
8.1	Technical Event / Workshop for Student	Need a minimum of 2 programme per year
8.2	FDP /Workshop / STTP / Conference for Faculty	
SECTION – IX: ACHIEVEMENTS		
9.1	Awards and Prizes Received by Students	
9.2	Participation of teachers in various activities as a Members of Committees at University Level / State Level / National Level / International Level bodies	

9.3	Details of Faculty Appointed / Nominated on Editorial Boards /Reviewers	Needs encouragement for faculty to participate in events organized outside the institution
9.4	Awards / Prizes and Recognitions received by teachers at University, State, National and International Level	

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly


Dr.AA. Arivalagar
IQAC Coordinator



SMVEC / IQAC / INT/ AAA/ 2022-23 /01

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Information Technology

Sri Manakula Vinayagar Engineering College

Madagadipet, Puducherry - 605 107

Dear Sir

Sub: Requesting Action taken Report for Non-Conformances in AAA - Reg.

Ref: SMVEC / IQAC / 01/ CIRCULAR / 22 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research grants, Projects completed and on-going from various funding agencies	Priority to be given for Funding Projects
5.3.7	Number of Patents Granted	Importance to be given for Grant Patent
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT		
8.1	Technical Event / Workshop for Student	A minimum of 2 programme per semester to be conducted

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before 23rd February 2023.

Thanking You

Yours Truly


Dr.A.A. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC/INT/AAA/ 2022-23 /03

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Mechanical Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 03 / CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V: RESEARCH, INNOVATION AND PUBLICATIONS		
5.3	Faculty Publications	Publication count need to be increased
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.2	Sponsored / Industry Projects	Sponsored or Industry Projects count need to be increased
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT		
8.2	FDP /Workshop / STTP / Conference for Faculty	Organize more FDP/STTP in the department

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



SMVEC / IQAC / INT / AAA/ 2022-23 /01

25-01-2023

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Instrumentation and Control Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg
Ref : SMVEC / IQAC / 01/ CIRCULAR / 23 dated 3-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Require more focus and attention in research for receiving funds
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.2	Sponsored / Industry Projects	Need more attention for more exposure in the industrial requirements

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly


Dr.AA. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC/INT/AAA/ 2022-23 /03

25-01-2023

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Civil Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg
Ref : SMVEC / IQAC / 03 / CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – II: CURRICULAR ASPECTS		
2.1	Academic Plan (Elective choices from the Students)	For Professional and Elective choice a detailed break up of student choice to be made available
SECTION – III: TEACHING, LEARNING AND EVALUATION		
3.1	Course Delivery	Sample viva questions can be given for each experiments so students can be able to understand better on the concepts
SECTION – V: RESEARCH, INNOVATION AND PUBLICATIONS		
5.3	Faculty Publications	Publication on International conference to be improved
5.4	Placement	Placement in core company to be improved

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



SMVEC / IQAC/INT/AAA/ 2022-23 /03

25-01-2023

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Mechatronics
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 03 / CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 20th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Need to initiate to get Funding Agencies
5.2	Consultancy Works	Need to initiate to get Consultancy Works
5.3	Patent	Focus on work to get Patent in Future.
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.2	Sponsored / Industry Projects	Industry and sponsored projects need to be encouraged
SECTION – VII: STUDENT PROGRESSION		
7.1	Placement	Need to improve the placement

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



SMVEC / IQAC/INT/ AAA / 2022-23 / 03

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Biomedical Engineering

Sri Manakula Vinayagar Engineering College

Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 03 / CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the External Expert Members nominated by IQAC for the Academic Year 2021-22 in your department on 20th January 2022. The following non-conformances were observed during the audit.

SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.3	Number of Books / Book Chapters	Need to publish books / book chapters

SECTION – IX: ACHIEVEMENTS		
9.4	Awards / Prizes and Recognitions received by teachers at University, State, National and International Level	Staff need to apply for awards and other recognitions and document the same

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2022.

Thanking You

Yours Truly


Dr.AA. Arivalagar
IQAC Coordinator



SMVEC / IQAC/INT/AAA/ 2022-23 /03

25-01-2023

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Artificial Intelligence and Data Science
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 03 / CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 20th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION –3: TEACHING, LEARNING AND EVALUATION		
3.4	Activities for Slow and Advanced Learners	Slow learners follow up need to be documented in Assessment book to have a clear track record of students.
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT		
8.2	FDP /Workshop / STTP / Conference for Faculty	Need to organize a minimum of 2 programme per year

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC/INT/AAA/ 2022-23 /03

25-01-2023

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Computer Science & Business Systems
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 03 / CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 20th January 2022.

The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
3.3	List of Expert Lectures / Workshop Conducted	Need to conduct more Expert Lectures / workshop

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



SMVEC / IQAC / INT/ AAA/ 2022-23 /01

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Computer and Communication Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 01/ CIRCULAR / 23 dated 31-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 20th January 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Need to concentrate on R &D for research oriented projects to get funding from external agencies, publish paper in reputed journals and Books.
5.2	Consultancy Works	
5.3	Faculty Publications	
5.3.1	Number of Publication in National Journals	
5.3.2	Number of Publication in International Journals	
5.3.3	Number of Publication in National Conferences	
5.3.4	Number of Publication in International Conferences	
5.3.5	Number of Books / Book Chapters	
5.3.6	Number of Patent (Filed)	
5.3.7	Number of Patents Granted	
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.4	Functional Memorandum of Understanding (MoU)	MoU to be signed with reputed organization for better placements, internship etc.,

SECTION – IX: ACHIEVEMENTS		
9.2	Participation of teachers in various activities as a Members of Committees at University Level / State Level / National Level / International Level bodies	Faculty need to participate in various professional bodies and receive awards to their credit. Supporting documents need to be evidenced on the achievements a faculty has obtained.

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023.

Thanking You

Yours Truly


 Dr.AA. Arivalagar
 IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC / 02 / AAA / 2022-23 / 01

25-01-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Fashion Technology

Sri Manakula Vinayagar Engineering College

Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 01/ CIRCULAR / 22 dated 03-01-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 19th January 2022.

The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION -2 : CURRICULAR ASPECTS		
2.1	Academic Plan	
2.1.2	Faculty Subject Preferences	Document evidences for preference, allotment of courses to faculty and electives chosen by students needs proper documentation and recorded for traceability
2.1.3	Elective choices from the Students	
2.1.4	Course allotment to the Faculty	
SECTION – IV : STRUCTURED FEEDBACK		
4.2	Parent Meet / Parent Feedback on Teaching conducted with action taken report	Parent meeting record and the feedback mechanism to be initiated and action taken report to be maintained
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Research, consultancy, publications of journals, patent filing by faculty members needs to be initiated and require most attention in generating funds.
5.2	Consultancy Works	
5.3	Faculty Publications	

5.3.1	Number of Publication in National Journals	
5.3.2	Number of Publication in International Journals	
5.3.3	Number of Publication in National Conferences	
5.3.4	Number of Publication in International Conferences	
5.3.5	Number of Books / Book Chapters	
5.3.6	Number of Patent (Filed)	
5.3.7	Number of Patents Granted	
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.2	Sponsored / Industry Projects	MoU's to be signed for better linkages and collaboration with industry and they must be functional.
6.4	Functional Memorandum of Understanding (MoU)	
SECTION – IX: ACHIEVEMENTS		
9.1	Awards and Prizes Received by Students	Need initiation by faculty and students for active participation in various professional societies and get recognition through those societies/ bodies.
9.2	Participation of teachers in various activities as a Members of Committees at University Level / State Level / National Level / International Level bodies	
9.3	Details of Faculty Appointed / Nominated on Editorial Boards /Reviewers	
9.4	Awards / Prizes and Recognitions received by teachers at University, State, National and International Level	

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before February 23, 2023.

Thanking You
Yours Truly


Dr.AA. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC / INT / AAA / 2022-23 / 01

25-01-2023

NON-CONFORMANCES IN AAA

To
The Principal
School of Architecture
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub: Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref: SMVEC / IQAC / 01/ CIRCULAR / 23 dated 03-01-2023

An Academic and Administrative Audit (AAA) were conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your school on 11th March 2022. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Need to concentrate on publishing research papers in reputed journals and file patents. Documentary evidence essential for receiving funds from external agencies
5.2	Consultancy Works	
5.3	Faculty Publications	
5.3.1	Number of Publication in National Journals	
5.3.2	Number of Publication in International Journals	
5.3.3	Number of Publication in National Conferences	
5.3.5	Number of Books / Book Chapters	
5.3.6	Number of Patent (Filed)	
5.3.7	Number of Patents Granted	

SECTION – VI: COLLABORATIONS AND LINKAGES		
6.2	Sponsored / Industry Projects	Functional MoU's required for training, placements, internship etc.,
6.4	Functional Memorandum of Understanding (MoU)	

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before April 04, 2022.

Thanking You
Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



28-06-2023

SMVEC / IQAC/INT/AAA/ 2022-23 /01

NON-CONFORMANCES IN AAA

To
The Head of the Department
Department of Master of Computer Applications
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg
Ref : SMVEC / IQAC / 01/ CIRCULAR / 23 dated 26-06-2023

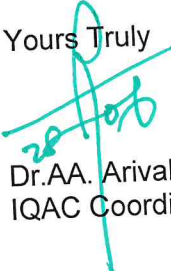
An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in your department on 26th June 2023. The following non-conformances were observed during the audit.

following non-conformances were observed during the audit.		
Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.3.5	Number of Books / Book Chapters	Need to maintained proper documents.
5.3.6	Number of Patent (Filed)	
5.3.7	Number of Patents Granted	
SECTION – VI: COLLABORATIONS AND LINKAGES		
6.2	Sponsored / Industry Projects	Need initiation by faculty to get more industry projects,

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before July 15, 2023

Thanking You

Yours Truly


Dr.AA. Arivalagar
IQAC Coordinator



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INTERNAL QUALITY ASSURANCE CELL

SMVEC / IQAC / 02 / AAA/ 2022-23 /01

28-06-2023

NON-CONFORMANCES IN AAA

To

The Head of the Department

Department of Management Studies

Sri Manakula Vinayagar Engineering College

Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Requesting Action taken Report for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC / 01/ CIRCULAR / 22 dated 26-06-2023

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23(Odd Semester) in your department on 26th June 2023. The following non-conformances were observed during the audit.

Section No.	Particular	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS		
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	There is no any data available in these sections need more concentration on it.
5.2	Consultancy Works	
	International and National Conference	
SECTION – VII: STUDENT PROGRESSION		
7.1	Placements	There is no any data available.
7.2	Higher Studies	
7.3	Entrepreneurs	
SECTION – IX: ACHIEVEMENTS		
9.1	Awards and Prizes Received by Students	Need to produce hard copy of all the certificates

You are requested to take necessary steps to close the above observations and submit a detailed action taken report to IQAC on or before July 15, 2023

Thanking You

Yours Truly

Dr.AA. Arivalagar
IQAC Coordinator



**SRI MANAKULA VINAYAGAR
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INTERNAL QUALITY ASSURANCE CELL

**ACADEMIC AND ADMINISTRATIVE AUDIT
ACTION TAKEN REPORT
ACADEMIC YEAR 2022-2023**



SMVEC / HEAD – EEE /INT / AAA/ 23

22-02-2023

ACTION TAKEN REPORT

To

Dr.AA. Arivalagar
IQAC Coordinator
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry – 605 107

Dear Sir

Sub : Action taken Report submission for Non-Conformances in AAA – Reg

Ref : SMVEC / IQAC /INT / AAA/ 2022-23 /01

An Academic and Administrative Audit (AAA) was conducted by the Internal Expert Members nominated by IQAC for the Academic Year 2022-23 in our department on 19th January 2023. It is hereby informed that we have attached action take report for the non-conformances in AAA as given below.

Section No.	Particulars	Remarks Given	Action Taken
SECTION – II: CURRICULAR ASPECTS			
2.7	List of Mandatory Courses offered by the department	Supporting Documents need to be maintained for Physical Education	For the mandatory course (physical education), various activities like chess, Kabadi, etc were conducted in both indoor and outdoor. All the activity reports were collected and maintained in the department.
SECTION – III: TEACHING, LEARNING AND EVALUATIONS			
3.3	List of Expert Lectures / Workshop Conducted	Need to arrange more workshops.	In the upcoming semester more hands on training / workshops will be planned and executed in all Saturdays.
SECTION – IX: ACHIVEMENTS			
9.5	Details of Faculty participated in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences at National and International Level	Faculty participation in Refresher Courses, Orientation Courses, Seminars, Workshops, Conferences has to increased	All the faculties are encouraged to participate in the various FDPs, STTPs and workshops.

Thanking You
Yours Truly


Dr.P.Jamuna

**SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE**

(An Autonomous Institution)
Puducherry - 605 107

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

SMVEC/ECE/IQAC/INT/AAA/2022-23/01

17.2.2023

From

The Head of the Department
Department of Electronics and Communication Engineering
Sri Manakula Vinayagar Engineering College
Madagadipet, Puducherry-605 107

Dear Sir**Sub:** Action Taken Report for Non-Conformances in AAA –Reg**Ref:** SMVEC / IQAC /INT / AAA/ 2022-23 /01 dated 25.01.23

The following non-conformance was received during the Academic and Administrative Audit (AAA) conducted by the internal Expert members nominated by IQAC for the academic year 2022-23 in ECE on 19 January 2023.

Section No.	Particular	Remarks
1	Teaching, Learning and Evaluation	Provide supporting documents for certificate courses and mandatory courses.
2	Research, Innovation and Publications	Require enhancements
3	Collaborations and Linkages	Require enhancements
4	Activity Conducted / Organized by the Department	Increase the scope of club activities.

In response to the previously mentioned non-conformance the following measures are being put into effect.

Section No.	Particular	Action Taken
1	Teaching, Learning and Evaluation	Emphasized the maintenance of supporting documents for Certificate Courses and Mandatory Courses.
2	Research, Innovation and Publications	Communicate with the Research and Development team, to take necessary actions
3	Collaborations and Linkages	Prompt the Placement team to take necessary actions for effective outcomes.
4	Activity Conducted / Organized by the Department	Emphasized the need to increase club activities.

Department takes careful consideration while offering corrections to any remarks made by the IQAC. Every section has been thoroughly reviewed to ensure that it is appropriate, and the supporting documentation is included for your reference.

Thanking You

Yours Truly

A handwritten signature in blue ink, appearing to be 'Dr. P. Raja', with a long horizontal stroke extending to the right.

Dr. P. Raja

HoD/ECE



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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

SMVEC / Head-CSE /INT / AAA/ 23

23-02-2023

Sir,

Sub: Action taken report for Non-conformances in AAA – Reg.

Ref: SMVEC / IQAC /INT/ AAA/ 2022-23 /01

Action taken report for Non-conformances in AAA, which was held on 19-01-2023. The following sections are Non-conformances and their action plan.

Section No.	Particular	Comments	Action Plan
SECTION – VI: COLLABORATIONS AND LINKAGES			
6.4	Functional Memorandum of Understanding (MoU)	Need to focus on functional MoU's.	MoU will be signed in the upcoming semester
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT			
8.1	Technical Event / Workshop for Student	Need a minimum of 2 programme per year	FDP is planned to conduct in the month of March-23
8.2	FDP /Workshop / STTP / Conference for Faculty		
SECTION – IX: ACHIEVEMENTS			
9.1	Awards and Prizes Received by Students	Needs encouragement for faculty to participate in events organized outside the institution	Faculties are instructed to publish papers in the reputed journals in the upcoming year
9.2	Participation of teachers in various activities as a Members of Committees at University Level / State Level / National Level / International Level bodies		
9.3	Details of Faculty Appointed / Nominated on Editorial Boards /Reviewers		
9.4	Awards / Prizes and Recognitions received by teachers at University, State, National and International Level		

Yours faithfully

HOD/CSE

Dr.K.Premkumar



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DEPARTMENT OF INFORMATION TECHNOLOGY

SMVEC/Head-IT/INT/AAA/23

20.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / INT / AAA/ 2022-23 /02

Action Taken Report for Non-Conformances in AAA, which was held on 19th January 2023.

Section No.	Particular	Comments	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS			
5.1	Research grants, Projects completed and on-going from various funding agencies	Priority to be given for Funding Projects	Various projects initiated for attracting the funding agencies
5.3.7	Number of Patents Granted	Importance to be given for Grant Patent	Applied for Patent Grant
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT			
8.1	Technical Event / Workshop for Student	A minimum of 2 programme per semester to be conducted	Various Technical event planned through the Clubs in the department

Thanking you

Yours Truly

HoD / IT
(Dr.R.Raju)



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DEPARTMENT OF MECHANICAL ENGINEERING

SMVEC/ Head-Mechanical /INT/AAA/23

15.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / INT/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformance in AAA, which was held on 25.01.2023.

Section No.	Particular	Comments	Remarks
SECTION – V: RESEARCH, INNOVATION AND PUBLICATIONS			
5.3	Faculty Publications	Publication count need to be increased	Informed to faculties to publish minimum two publication per year
SECTION – VI: COLLABORATIONS AND LINKAGES			
6.2	Sponsored / Industry Projects	Sponsored or Industry Projects count need to be increased	Made MoU with industries and contacted non-government agencies for sponsored projects
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT			
8.2	FDP /Workshop / STTP / Conference for Faculty	Organize more FDP/STTP in the department	Applied for ATAL FDP and quotation given to management to conduct internal FDP

Thanking you

Yours faithfully

HoD –Mechanical

(Dr.G.G.Sozhamannan)



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DEPARTMENT OF INSTRUMENTATION AND CONTROL ENGINEERING

SMVEC/Head-ICE/INT/AAA/23

20.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC /INT / AAA/ 2022-23 /01

Action Taken Report for Non-Conformances in AAA, which was held on 19.01.2023.

Section No.	Particular	Contents	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS			
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Require more focus and attention in research for receiving funds	Will Put more efforts to increase the research grants and Projects
SECTION – VI: COLLABORATIONS AND LINKAGES			
6.2	Sponsored / Industry Projects	Need more attention for more exposure in the industrial requirements	Will focus more towards the sponsored and industry projects to get the better exposure.

Thanking you

Yours faithfully

HoD – ICE
(Dr.L.M.Varalakshmi)



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DEPARTMENT OF CIVIL ENGINEERING

SMVEC/Head-Civil/INT/AAA/23

15.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

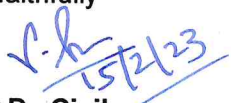
Ref: SMVEC / IQAC / INT/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformance in AAA, which was held on 25.01.2023.

Section No.	Particular	Comments	Remarks
SECTION – II: CURRICULAR ASPECTS			
2.1	Academic Plan (Elective choices from the Students)	For Professional and Elective choice a detailed break up of student choice to be made available	Professional elective course analysis is carried and available in department.
SECTION – III: TEACHING, LEARNING AND EVALUATION			
3.1	Course Delivery	Sample viva questions can be given for each experiments so students can be able to understand better on the concepts	Viva questions included for all laboratory courses
SECTION – V: RESEARCH, INNOVATION AND PUBLICATIONS			
5.3	Faculty Publications	Publication on International conference to be improved	Motivated staff and students to be present more papers in International conference
5.4	Placement	Placement in core company to be improved	Placement in core company are planned in the forthcoming month

Thanking you

Yours faithfully


HoD –Civil
(Dr.S.Sundararaman)



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DEPARTMENT OF MECHATRONICS

SMVEC/Head-Mctr/INT/AAA/23

23.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / INT/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformance in AAA, which was held on 25.01.2023.

Section No.	Particular	Comments	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS			
5.1	Research Grants, Projects completed and on going from various Funding Agencies	Need to initiate to get Research works and Funding Agencies	To publish a Research paper in the month of August 2023.
5.2	Consultancy Works	Need to initiate to get Consultancy Works	Informed to the faculty member to concentrate the consultancy works and patent publications.
5.3	Patent	Focus on work to get Patent in Future.	
SECTION – VI: COLLABORATIONS AND LINKAGES			
6.2	Sponsored / Industry Projects	Industry and sponsored projects	Made MoU with industries and contacted non-government agencies for sponsored projects
SECTION – VII: STUDENT PROGRESSION			
7.1	Placement	Placement in core companies should be arranged	Made MoU with core industries for placement

Thanking you

Yours faithfully

HoD –Mechatronics
(Dr.G.Balamuruga MohanRaj)

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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND DATA SCIENCE

SMVEC/ Head-AI&DS /INT/AAA/23

23.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / INT/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformance in AAA, which was held on 25.01.2023.

Section No.	Particular	Comments	Remarks
SECTION –3: TEACHING, LEARNING AND EVALUATION			
3.4	Activities for Slow and Advanced Learners	Slow learners follow up need to be documented in Assessment book to have a clear track record of students.	Engaging activities cater to the unique pace of both slow and advanced learners, fostering a supportive environment that encourages continuous growth and achievement. Slow learner's documents are maintained periodically.
SECTION – VIII: ACTIVITY CONDUCTED / ORGANIZED BY THE DEPARTMENT			
8.2	FDP /Workshop / STTP / Conference for Faculty	Need to conduct at least 2 programme per year	Planned Workshop/STTP in the month of April/May 2023.

Thanking you

Yours faithfully


HoD – AI&DS
(Dr.J.Madhusudanan)



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry - 605 107

DEPARTMENT OF COMPUTER SCIENCE AND BUSINESS SYSTEMS

SMVEC/Head-CSBS/INT/AAA/23

23.01.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / INT/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformance in AAA, which was held on 20.01.2023.

Section No.	Particular	Comments	Remarks
SECTION –3: TEACHING, LEARNING AND EVALUATION			
3.3	List of Expert Lectures / Workshop Conducted	Need to conduct more Expert Lectures / workshop	Developed a schedule of expert lectures and workshops.

Thanking you

Yours faithfully

HoD –CSBS
(Dr. N. Danapaquame)



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DEPARTMENT OF COMPUTER AND COMMUNICATION ENGINEERING

SMVEC/Head-CCE/INT/AAA/23

22.02.2023

Sir,

Sub: Action taken report for Non-conformances in AAA – Reg.

Ref: SMVEC / IQAC /INT/ AAA/ 2022-23 /01

Action taken report for Non-conformances in AAA, which was held on 20.01.2023. The following section are Non-conformances and their action plan.

S.No	Particular	Comments	Action plan
Section-V: Research, Innovation and Publications			
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Need to concentrate on research oriented projects to get funding from external agencies, publish paper in reputed journals and books.	Faculties are insisted to publish Journals, Books and Patents and also approached for consultancy work in Industries.
5.2	Consultancy Works		
5.3	Faculty Publications		
5.3.3	Number of Publication in National Conferences		
5.3.5	Number of Books/ Book Chapters		
5.3.7	Number of Patents Granted		
Section-VI: Collaborations and Linkages			
6.2	Sponsored / Industry Projects	MoU to be signed with reputed organization for better placements, internship etc.,	Approached the Industry. To be achieved in upcoming academic year.
6.4	Functional Memorandum of Understanding (MoU)		
Section – IX: Achievements			
9.2	Participation of teachers in various activities as a Members of Committees at University Level / State Level / National Level / International Level bodies	Faculty need to participate in various professional bodies and receive awards to their credit. Supporting documents need to be evidenced on the achievements a faculty has obtained.	Motivated the faculty to participate in various activities and they will be recognized for their achievements.

Thanking you
Yours faithfully

HOD/CCE
Dr.V.Bharathi



Department of Fashion Technology

23-02-2023

Action Tacken report for - NON-CONFORMANCES IN AAA

Section No.	Particular	Remarks	Action Taken
SECTION -2 : CURRICULAR ASPECTS			
2.1	Academic Plan		
2.1.2	Faculty Subject Preferences	Document evidences for preference, allotment of courses to faculty and electives chosen by students needs proper documentation and recorded for traceability	Internal Circular sent to subject faculty and get the willingness
2.1.3	Elective choices from the Students		Got Student willingness Signed letter
2.1.4	Course allotment to the Faculty		Through internal circular information sent to the staff With undersigned
SECTION - IV : STRUCTURED FEEDBACK			
4.2	Parent Meet / Parent Feedback on Teaching conducted with action taken report	Parent meeting record and the feedback mechanism to be initiated and action taken report to be maintained	Student Performance sent to the respective parents. Parents contact /visit the dept. staff once in semester if necessary.
SECTION - V : RESEARCH, INNOVATION AND PUBLICATIONS			
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Research, consultancy, publications of journals, patent filing by faculty members needs to be initiated and require most attention in generating funds.	Under process
5.2	Consultancy Works		
5.3	Faculty Publications		
5.3.1	Number of Publication in National Journals		
5.3.2	Number of Publication in International Journals		
5.3.3	Number of Publication in National Conferences		
5.3.4	Number of Publication in International Conferences		
5.3.5	Number of Books / Book Chapters		
5.3.6	Number of Patent (Filed)		
5.3.7	Number of Patents Granted		

SECTION – VI: COLLABORATIONS AND LINKAGES			
6.2	Sponsored / Industry Projects	MoU's to be signed for better linkages and collaboration with industry and they must be functional.	Under process
6.4	Functional Memorandum of Understanding (MoU)		Planning is going on
SECTION – IX: ACHIEVEMENTS			
9.1	Awards and Prizes Received by Students	Need initiation by faculty and students for active participation in various professional societies and get recognition through those societies/ bodies.	Motivate to student participate to various event
9.2	Participation of teachers in various activities as a Members of Committees at University Level / State Level / National Level / International Level bodies		Instruct to faculty to participate various activity's
9.3	Details of Faculty Appointed / Nominated on Editorial Boards /Reviewers		Already Dr.J.Thanikai Vimal reviewer in various Journals.
9.4	Awards / Prizes and Recognitions received by teachers at University, State, National and International Level		Under process

Thanking you

Yours faithfully


HOD-FT

(Dr.J.Thanikai Vimal)



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SCHOOL OF ARCHITECTURE

SMVEC/Principal-B.Arch.INT/AAA/23

23.02.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / 01/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformances in AAA, which was held on 19.01.2023.

Section No.	Particular	Comments	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS			
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	Need to concentrate on publishing research papers in reputed journals and file patents. Documentary evidence essential for receiving funds from external agencies	Publishing research papers in reputed journals and file patents Book and Chapters will be published in the month of April/May 2023.
5.2	Consultancy Works		
5.3	Faculty Publications		
5.3.1	Number of Publication in National Journals		
5.3.2	Number of Publication in International Journals		
5.3.3	Number of Publication in National Conferences		
5.3.5	Number of Books / Book Chapters		
5.3.6	Number of Patent (Filed)		
5.3.7	Number of Patents Granted		
SECTION – VI: COLLABORATIONS AND LINKAGES			
6.2	Sponsored / Industry Projects	Industry sponsored projects need to be accelerated and documented.	Industrial projects proposals will be identified
6.4	Functional Memorandum of Understanding (MoU)	Functional MoU's required for training, placements, internship etc.,	MoU's with Industry and Institution will be Identified

Thanking you

Yours faithfully


Principal –School of Architecture
(Ar.S.Manoharan)



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DEPARTMENT OF MASTER OF COMPUTER APPLICATIONS

SMVEC/Head-MCA/INT/AAA/23

13.07.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / INT/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformance in AAA, which was held on 28.06.2023.

Section No.	Particular	Comments	Remarks
SECTION – V : RESEARCH, INNOVATION AND PUBLICATIONS			
5.3.5	Number of Books / Book Chapters	Need to maintained proper documents.	All the documents related to books, patents received are maintained properly
5.3.6	Number of Patent (Filed)		
5.3.7	Number of Patents Granted		
SECTION – VI: COLLABORATIONS AND LINKAGES			
6.2	Sponsored / Industry Projects	Need initiation by faculty to get more industry projects,	In main project guided the students to do industry projects only. Documents are maintained.

Thanking you

Yours faithfully

HOD-MCA

(Dr. A. Ramalingam)



DEPARTMENT OF MANAGEMENT STUDIES

SMVEC/Head-MBA/01/AAA/23

13.07.2023

Sir,

Sub: Action Taken Report for Non-Conformances in AAA – Reg.

Ref: SMVEC / IQAC / 02/ AAA / 2022-23 / 01

Action Taken Report for Non-Conformances in AAA, which was held on 26.06.2023.

Section No.	Particular	Comments	Remarks
SECTION – V: RESEARCH, INNOVATION AND PUBLICATIONS			
5.1	Research Grants, Projects completed and ongoing from various Funding Agencies	There is no any data available in these sections need more concentration on it.	We have submitted applications for research grants and are currently awaiting the outcomes. Additionally, we have approached several organizations and are in anticipation of their approvals.
5.2	Consultancy Works		
SECTION – VII: STUDENT PROGRESSION			
7.1	Placements	There is no any data available	As it is the third semester, we are initiating the placement process. Given that we are currently midway through the academic year, there is limited opportunity for pursuing higher studies or engaging in entrepreneurial activities at this point.
7.2	Higher Studies		
7.3	Entrepreneurs		
SECTION – IX: ACHIEVEMENTS			
9.1	Awards and Prizes Received by Students	Need to produce hard copy of all the certificates	Hard copies of the documents are now accessible.

Thanking you

Yours faithfully

HoD –Management Studies
(Dr.N.S.N. Cailassame)



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry - 605 107

DEPARTMENT OF BIOMEDICAL ENGINEERING

SMVEC / Head-BME / INT / AAA / 23

23.02.2023

Action taken report for Non-conformances in AAA

To

The IQAC Coordinator

Sri Manakula Vinayagar Engineering College

Puducherry – 605107

Sir,

Sub : Action Taken Report for Non-Conformances in AAA – Reg.

Ref : SMVEC / IQAC / INT / AAA/ 2022-23 / 01

Section No.	Particular	Comments	Remarks
SECTION – V: RESEARCH, INNOVATION AND PUBLICATIONS			
5.3	Number of Books / Book Chapters	Need to publish books / book chapters	Book and Chapters published in the month of February 2023.
SECTION – IX: ACHIEVEMENTS			
9.4	Awards / Prizes and Recognitions received by teachers at University, State, National and International Level	Staff need to apply for awards and other recognitions and document the same	Staff recognized with Long Service Excellence Award and Best Teacher Award


Dr.A.Vijayalakshmi
HOD/BME



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