



Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH
(Declared as Deemed - to - be - University under section 3 of UGC Act 1956)

ACCREDITED WITH 'A' GRADE BY NAAC

DEPARTMENT OF MANAGEMENT STUDIES

AUDIT VERIFICATION REPORT

Date of Audit: 26.11.2018, Monday.

Duration of Audit: 10:30 a.m. to 03:30 p.m.

The following documents are available in all aspects:

- | | |
|--|--------------------|
| 1. BOS Meeting Minutes: | |
| • Meeting held on 23.05.2018 | Yes /No |
| • Meeting held on 15.10.2018 | Yes /No |
| 2. Composition of BOS | Yes /No |
| 3. Copy of Regulations, Curriculum and Syllabus: | |
| • Regulations 2015 | Yes /No |
| • Regulations 2018 | Yes /No |
| 4. Details of modifications carried out in each revision | Yes /No |
| 5. Curriculum Design and Syllabus formation | Yes /No |
| 6. Vision, Mission, PEO's | Yes /No |
| 7. Program outcomes and Course Outcomes | Yes /No |
| 8. Syllabus copy | Yes /No |
| 9. Approved lesson plan & its adherence | Yes /No |
| 10. Course file & its information | Yes /No |
| 11. Details of text books and reference books | Yes /No |
| 12. PPT's. | Yes /No |
| 13. Question Banks | Yes /No |



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|---|---------------------------|
| 14. Sample Student's Assignments | Yes/No |
| 15. Internal Assessment schedules | Yes/No (shown separately) |
| 16. Internal Assessment 1: | |
| Question Paper | Yes/No |
| Sample Answer Scripts | Yes/No |
| Scheme of evaluation of internal marks/Answer keys | Yes/No |
| Result Analysis | Yes/No |
| Identification of slow learners | Yes/No |
| Action taken for improving the ability of slow learners | Yes/No |
| 17. Internal Assessment 2: | |
| Question Paper | Yes/No |
| Sample Answer Scripts | Yes/No |
| Scheme of evaluation of internal marks/Answer keys | Yes/No |
| Result Analysis | Yes/No |
| Identification of slow learners | Yes/No |
| Action taken for improving the ability of slow learners | Yes/No |
| 18. Internal Assessment 3: | |
| Question Paper | Yes/No |
| Sample Answer Scripts | Yes/No |
| Scheme of evaluation of internal marks/Answer keys | Yes/No |
| Result Analysis | Yes/No |
| Identification of slow learners | Yes/No |
| Action taken for improving the ability of slow learners | Yes/No |
| 19. Details of Seminars/Events conducted for students | Yes/No |
| 20. Industry-Institute Interactions file
(MOU's, Industrial Projects, Consultancy projects, industrial visits) | Yes/No |
| 21. Consolidated Internal mark sheets | Yes/No |
| 22. Class timetable for every semester | Yes/No |
| 23. Attendance registers and log books | Yes/No |

8-2

24. Intimation of attendance percentages to students done by displaying on notice boards	Yes/No
25. Exit surveys	Yes/No
26. Alumni surveys	Yes/No
27. Course-end surveys	Yes/No
28. Surveys for Vision, Mission & PEO's	Yes/No
29. Department library details	Yes/No
30. Computer Labs & Software resources	Yes/No
31. Sample lab records of experiments	Yes/No
32. Sample project works of students	Yes/No
33. Monitored assessment of student's progress in projects	Yes/ No
34. Faculty coordinators assigned for project groups	Yes/No
35. Regular interaction with guides and follow-up's	Yes/ No
36. Faculty profiles	Yes/No
37. Research Publications of Faculties	Yes/No
38. Student databases	Yes/No <i>(maintained in online portal)</i>
39. Details of FDP's/workshops organized	Yes/No
40. Details of student graduation	Yes/No
41. Details of Placement	Yes/No

Any other comments:

- 1) Patents filed & obtained can be documented.
- 2) More workshops/seminars can be conducted.
- 3) Good maintenance of other records.

Auditor Signatures with Name & Designation:

[Signature]
.. (SERI KUMAR, CEO)

[Signature]
(DEAN ENGG)

[Signature] 26/11/18 (Krishna Kumar, CTC)

[Signature]
- Dean / Admin.



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