



# 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: 18.11.2019, 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 17.10.2019                             | Yes/No |
| • Meeting held on 24.10.2019                             | 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 |

(Self-adherence document can be filed)



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|---|--------|
| 14. Sample Student's Assignments                                      | Yes/No |
| 15. Internal Assessment schedules                                     | Yes/No |
| 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                              | Yes/No |
| (MOU's, Industrial Projects, Consultancy projects, industrial visits) | X      |
| 21. Consolidated Internal mark sheets                                 | Yes/No |
| 22. Class timetable for every semester                                | Yes/No |
| 23. Attendance registers and log books                                | Yes/No |

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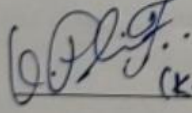


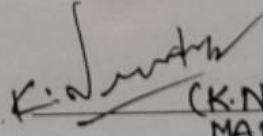
24. Intimation of attendance percentages to students done by displaying on notice boards	Yes/No
25. Exit surveys	Yes/No
26. Alumni surveys	Yes/No
27. Course-end surveys	Yes/No
28. Surveys for Vision, Mission & PEO's	Yes/No
29. Department library details	Yes/No
30. Computer Labs & Software resources	Yes/No
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
39. Details of FDP's/workshops organized	Yes/No
40. Details of student graduation	Yes/No
41. Details of Placement	Yes/No

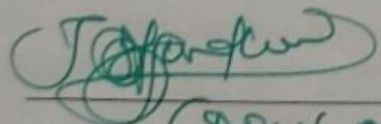
Any other comments:

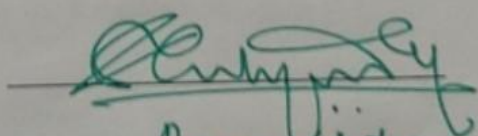
1. Faculty profiles can include testimonials also.
2. Book publication details can be documented separately.
3. Result analysis yet to be filed.

Auditor Signatures with Name & Designation:

  
 (K. PALANI RAJ, M.D)

  
 (K. NANDAKUMAR)  
 MANAGER - HOPINCONS

  
 (DEAN)

  
 Dean Admin.



