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**KMCT INSTITUTE OF
TECHNOLOGY AND MANAGEMENT**

INTERNAL ACADEMIC AUDIT REPORT

Internal Quality Assurance Cell (IQAC)

Academic Audit Report – APJ Abdul Kalam Technological University (KTU)

Academic Year: 2025–26

1. Introduction

The Internal Quality Assurance Cell (IQAC) conducted an Internal Academic Audit to evaluate the quality of academic and administrative practices of the department in accordance with the regulations of APJ Abdul Kalam Technological University (KTU), AICTE guidelines, and NAAC quality benchmarks. The audit aimed to assess the effectiveness of curriculum delivery, teaching-learning practices, student support mechanisms, research activities, documentation, and institutional governance while identifying strengths and areas requiring further improvement.

The audit was carried out through verification of departmental records, classroom observations, laboratory inspections, and review of academic performance. The committee assessed the department's commitment to Outcome Based Education (OBE), continuous quality improvement, and compliance with university regulations.

2. Audit Observations

Academic Planning and Curriculum Delivery

The department has prepared and implemented the academic calendar in accordance with the KTU academic schedule. Course allocation, workload distribution, lesson planning, and timetable preparation were completed before the commencement of the semester. Faculty members maintain updated course files containing lesson plans, course outcomes, mapping with programme outcomes, attendance records, assignments, question papers, answer keys, internal assessment records, and attainment analysis.

ICT-enabled teaching methods, smart classrooms, seminars, group discussions, project-based learning, and laboratory sessions are effectively utilized to enhance student learning. Continuous monitoring of syllabus coverage ensures timely completion of academic activities.

Student Performance and Evaluation

Internal assessment is conducted transparently as per KTU regulations. Assignments, internal examinations, attendance, seminars, and laboratory performance are considered while awarding continuous assessment marks. The department regularly analyses student performance after each internal examination to identify slow learners and advanced learners.

Remedial coaching, tutorial sessions, mentoring, and counselling are provided to academically weaker students. Performance analysis indicates the need for further improvement in university examination results through additional academic support and structured intervention programmes.

Laboratory and Learning Resources

The laboratories are equipped with the required hardware, software, and internet facilities to support practical learning. Laboratory manuals, stock registers, maintenance records, and safety measures are properly maintained. Students receive adequate practical exposure through laboratory exercises, mini-projects, and project-based learning activities.

The department also encourages the effective utilisation of digital learning platforms, online resources, and virtual laboratories for improving technical competencies.

Student Support and Extension Activities

A structured mentoring system is functioning effectively to monitor students' academic progress, attendance, and personal development. Career guidance programmes, placement training, aptitude sessions, technical workshops, internship guidance, and personality development programmes are organised regularly.

The department actively promotes participation in extension activities, professional societies, technical competitions, seminars, workshops, industrial visits, and community outreach programmes, contributing to the holistic development of students.

3. Areas Needing Improvement

Based on the observations made during the audit, the committee identified the following priority areas for improvement:

Research Activities

The department should strengthen its research culture by increasing the number of quality publications in Scopus, Web of Science, and UGC CARE-listed journals. Faculty members should be encouraged to undertake funded research projects, interdisciplinary research, collaborative publications, and innovation-driven activities.

Faculty Development Programmes

Although faculty members participate in external training programmes, the institution should organise more Faculty Development Programmes (FDPs), workshops, seminars, certification programmes, and hands-on technical training within the campus. Regular exposure to emerging technologies will further enhance faculty competency.

University Result Improvement

The department should implement structured action plans to improve KTU university examination results through remedial classes, bridge courses, tutorial sessions, continuous academic monitoring, question paper discussions, mentoring, and periodic performance reviews.

Faculty Pursuing Ph.D.

The number of faculty members pursuing doctoral research should be increased. The institution should motivate eligible faculty members to enrol in Ph.D. programmes by providing academic support, flexible schedules, research facilities, and opportunities for collaborative research.

Consultancy Activities

The department should explore consultancy opportunities in collaboration with industries, government organisations, startups, and local bodies. Consultancy projects can strengthen industry interaction while contributing to institutional development and revenue generation.

Department Associations

The activities of departmental professional associations should be strengthened through regular technical talks, coding competitions, hackathons, project exhibitions, industrial visits, alumni

interactions, innovation challenges, and student chapter activities under professional bodies such as IEEE, CSI, ISTE, ACM, and IEDC.

4. Recommendations and Conclusion

The audit committee appreciates the department's commitment to maintaining academic quality, effective teaching-learning practices, proper documentation, and student support services. The department demonstrates satisfactory compliance with KTU regulations and has established a systematic mechanism for curriculum delivery and internal quality assurance.

To achieve higher academic excellence, the department should focus on enhancing research productivity, increasing faculty participation in doctoral studies, organising more institutional FDPs, strengthening consultancy initiatives, improving university examination results, and expanding the activities of departmental professional associations. Continuous monitoring through IQAC, periodic academic reviews, and effective implementation of Outcome Based Education practices will contribute significantly to institutional quality enhancement.

Overall, the committee concludes that the department possesses a sound academic environment and a strong foundation for continuous quality improvement. With focused efforts in the identified areas, the department is well positioned to achieve higher standards of academic excellence, research productivity, student success, and institutional growth.

Audit Team

Reviewed by

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