

SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY
Internal Quality Assurance Cell

INTERNAL ACADEMIC AUDIT AY 2025 - 2026

Name of Department: **MECHANICAL ENGINEERING**

Date of Audit: **25/09/25**

Name of auditors :

1. **MS BINI OMMEN**

2. **MS RESHMA R**

RATING*
Excellent/Good/Fair/Poor

Sl. No.	A1 – Files (Academic Files)	RATING*	REMARKS
1	Time table (with tutorials) – Staff arranged in hierarchical order (Ensure Vision - Mission Statement is provided)	E	updated.
2	Internal exam QP (DQAC Approved) with scrutiny and cognitive level	E	updated.
3	List the Innovative Teaching approaches 1. Hands on Training → Workshops 2. Students preparing working models 3. 4.	E	updated.
4	Sample Course File (Previous Semester) - 1. Theory : Engg Thermodynamics MET 202 2. Theory with Tutorial : Mechatronics MET 102 3. Lab : Thermal Engg. Lab. MEL 333 4. Mini Project : Nil 5. Seminar : MEE 413 6. Project : MED 116	G	Attachment to be done. Tutorial to be updated to be updated. Attachment not there
5	SFR (Computation as per NBA, these files for the last 3 years)	E	updated

Sl. No.	A2 – File (Academic Files)	RATING*	REMARKS
6	Course files of the previous Semester	E	updated.

Sl. No.	A3 – Files (Academic Files)	RATING*	REMARKS
7	CO-PO Mapping, PSO Statement CO-PSO mapping	G	2024-Updated. checking the CO-PO whether 70-30 or 50-50 for updating 2025
8	PO, PSO attainment	F	2021-22-Updated.
9	Identification of Curriculum Gap (Gaps and course identified to address the POs, PSOs)	G	2021-22 2023-24-Updated 2024-25, to be updated 2025-26 to be updated.
10	Project Details a. List of projects with guides and students b. Project Evaluation Panel, c. Evaluation rubrics d. Split up of evaluation marks e. PO, PSO attainment	G	To be updated under processing
11	Subject Group (List of groups and Faculty, allotment by HoD, Minutes of each group, Programs/Activities organized under each group)	F	updated.
12	Add-on or Value Added Courses 1. 3-D Printing & Additive Manufacturing. 2. Numerical Methods for Flow Analysis (Computing)	G	Report Pending

Sl. No.	B – Files (Staff Files)	RATING*	REMARKS
13	List of Research funding (a. Internal, b. External) received by the Department 1. NA 2. 3. 4. 5.		
14	List of Consultancy received by the Department 1. NA 2. 3. 4. 5.		
15	List of Collaborative works/research undergoing in the department and outcomes of such works 1. NIPMR - 0 2. UMPSA 3. 4. 5.	G	In Progress.

16	No. of Journal Publications: SCI, SCIE, SSCI, SCOPUS, Other Journals : 2	E	updated.
17	No. of Publications: Conference, Books, Book chapters, Articles, etc. : 1 2 1	E	updated
18	No. of workshops/ seminars/ conference related to IPR, Research Methodology and Entrepreneurship conducted by the department with list : 1. Workshop on IPR & Patent Filing 2. 3. 4.	E	updated.
19	List of active MoU's and list the activity related to each MoU 1. AGAPPE 2. NIPMR 3. UMPSA 4. 5.	G	ongoing
20	FDP Attended: (a. Outside own college b. Inside own college) Total No. of Faculty attending FDP for the current AY: 16+7 = 23 No. of Faculty attending online FDP: 6 No. of Faculty attending offline FDP: 17 No of Faculty attending FDP in parent institute : 12 No. of Faculty attending External FDP: 11	E	updated
21	FDP/Conference Organized by the department 1. VANI 2.	G	Report to be updated.
22	Faculty Awards / Honors: 1. 2. 3. 4. 5.	E	25-26-2020 updated.
23	External Interaction 1. FDP on Advanced Materials for a Sustainable Future (Dr Gibin George) 2. Recent Advances in Polymer Matrix Composites (Dr Raghar G. R) 3. 4. 5.	E	updated

Sl. No.	C - Files (Student Files)	RATING*	REMARKS
24	Roll List (for last 3 years)	E	updated.
25	KTU Results and Analysis (Semester-wise)	E	updated.
26	Final Year No. of Students (for last 2 years) : 1. Batch 2024 ²⁰²⁵ - 18 2. Batch 2025 ²⁰²⁶ - 30	F	updated.
27	Final Year Results and Analysis (for last 2 year)	F	updated.
28	Success Data of Passed Out Batch	G	To be updated.
29	No. of Student Placements (Proof- for the previous Academic Year) :	G	2025 to be updated.
30	No. of Student progressing for Higher Studies (Proof- for the previous Academic Year) :	G	Final year to be updated.
31	List the Career/Skill Development Programs attended by the students: 1. Faculty upskilling (Form, Sharing knowledge & Inspiring change. 2. Advanced Solid Data, Additive Manufacturing 3. Bridging Academia & Industry 4. 5.	F	updated
32	No. of students attending Career/Skill Development Programs from the department 88	G	updated
33	List of Student Achievements. 1. Nil 2. 3. 4. 5.	E	updated
34	List of Entrepreneurship / Start ups: 1. Nil 2.		
35	Professional Body Association: 1. ASME 2. AEE	E	updated.
36	List of activities associated with Professional Body: 1. Energy Transition, sustainability & Circular Economy 2. Robotic Workshop for school students 3. Robotic Workshop for Polytechnic students 4. Ornithopter	E	Softcopy updated.

Sl. No.	D – Files (Miscellaneous Files)	RATING*	REMARKS
37	Staff Extension Activities	E	updated.
38	Staff Duties/Responsibilities	E	updated.
39	Staff/Guest Appointment Details	N/C.	
40	Guest Acquaintance (Semester-wise)	E	updated
41	Department Budget	E	updated.

Sl. No.	In addition to above files, following documents shall also be maintained:	RATING*	REMARKS
42	Course/class committee minutes of meeting and action taken reports for UG/PG	G	Previous Semester updated.
43	DAB and PAC minutes of meeting and action taken reports	E	Previous Semester updated.
44	Course Diary for all the courses	N/C	NIL
45	Equipment log registers used in Laboratories	E	updated
46	Log book for summer and contact courses	P	NIL NIL.
47	Question paper and sample answer scripts for assessment of practical courses	E	updated.
48	Details showing the conduct of remedial/minor/honours classes	E	updated.
49	Details of faculty evaluation and action taken on it	E	updated.
50	Department library register showing volume and title of books, journals etc	E	updated.
51	Register showing activity points	E	updated.
52	Details of MOOC courses taken by UG/PG students	43	E updated.
53	No. of Students attending MOOC Courses : 1. UG - <u>43</u> 2. PG - _____	E	updated.
54	No. of Students completed MOOC Courses : 1. UG - <u>N/C</u> 2. PG - _____		
55	Details of relevant licensed software available in the department	E	updated.

General Comments

Audited by,

[Signature]
25/9/2025
[Signature]
25/9/25