

Hindusthan College of Engineering and Technology, Coimbatore-32

Re-Constitution of Internal Academic Audit Committee – AY:2024 – 2025

Chairman:

- The Principal

Member Secretary / Coordinator:

- Dr. P.N. Magudeswaran, Dean - Academics

Members (Faculty):

1. Mr. Mahesh Kumar, Assistant Professor, EEE
2. Mr. Senthilkumar, Assistant Professor, Civil
3. Dr. M. Arunkumar, Associate Professor, Mechatronics
4. Dr. J. Deepa, Assistant Professor, Food Technology
5. Mrs. K. Ramya, Assistant Professor, Agricultural Engineering
6. Mr. K. Alagarraja, Assistant Professor, Science & Humanities
7. Mr. K. Prabakaran, Assistant Professor, Science & Humanities
8. Mr. A. Muralidharan, E-Campus Coordinator

Objectives of the Internal Academic Audit:

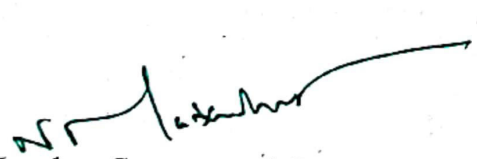
1. Review class log books and personal log books of all faculty members.
 2. Identify students with attendance below 80% and review records accordingly.
 3. Cross-check the log books and E-Campus entries of students with less than 80% attendance, inform their parents, and ensure their presence within the following week.
 4. Identify slow learners and arrange special coaching sessions to improve their academic performance.
 5. Advise students with less than 80% attendance to improve both their attendance and academic performance.
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Activities of the Internal Academic Audit:

1. Class Committee Meeting verification
2. Attendance verification
3. Class Log book / Subject Log book checking
4. Internal marks verification
5. E-Campus entry checking
6. Tutor ward Meeting verification
7. Students Index Card verification
8. I Shall / I Shine activities
9. Students activity / counselling record

Meeting Frequency:

- The committee shall meet once a month.


Member Secretary / Coordinator
Dean (Academics)
HICET


Principal

PRINCIPAL
Hindusthan College Of Engineering & Technology
COIMBATORE - 641 032.

