

13.07.2021

## Re- Constitution of Internal Academic Audit

### Chairman

Principal

### Member Secretary / Coordinator

Dr. MAGUDESWARAN P N,  
DEAN ACADEMICS.

### Members (Teachers)

1. Dr. A. Udhayakumar
2. Mr. P. Suresh Kumar
3. Mr. A. Muralidharan

### Objectives

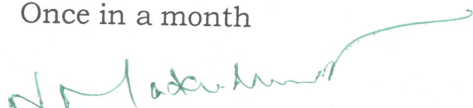
1. Check all class log books and personal log books of all the faculty members.
2. Check the internal attendance of less than 80% students list.
3. Check the log book and e-campus entry with less than 80% students list and informed to parents and come within next week.
4. Slow learners list are identified and give special coaching class to train them.
5. Less than 80 % students are instructed to improve their attendance and marks.

### Activities

1. Peer group verification
2. Attendance verification
3. Log book checking
4. Internal Marks Verification
5. E-campus entry checking

### Meeting

Once in a month

  
Member Secretary / Coordinator

Dean (Academics)  
HICET



PRINCIPAL

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Hindusthan College Of Engineering & Technology  
COIMBATORE - 641 032.