

Federal Institute of Science and Technology (FISAT)[®]



Policy on KTU Academic Audit



Hormis Nagar, Mookkannoor P.O.
Angamaly -683577, Kerala, India
An ISO9001:2015 Certified Institution
Accredited by NBA (CSE, EEE, ECE, EIE, ME)
& NAAC with 'A' Grade



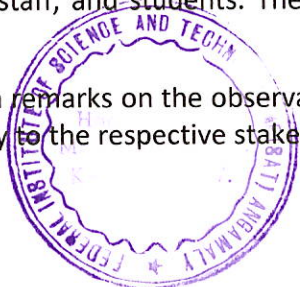
Policy on KTU Academic Audit

To monitor the functioning of academics and enhance the quality of technical education, the Federal Institute of Science and Technology (FISAT) conducts regular academic audits adhering to the university's guidelines.

- The academic auditing system comprises two bodies; the Internal Quality Assurance Cell (IQAC) at the institution level and the external auditor at the university level. The IQAC will function as a body assisting the external auditor. The audit process is jointly carried out by the Internal Quality Assurance Cell of the institution and an external academic auditor appointed by the university.
- The IQAC of the institution shall oversee and monitor all academic activities.

Key assessment components identified for the process:

- Course delivery and adherence to the course plan, syllabus coverage, question papers used for internal examinations, internal evaluation, mini/main projects, and conduct of practical classes and their evaluation.
- Co-curricular and Extracurricular activities are available for students, and the monitoring mechanism of activity points to be earned by the students.
- Academic functioning of the institution encompassing students, faculty, and institution administration covering punctuality, attendance, discipline, educational environment, learning ecosystem, academic achievements, and benchmarking.
- The quality criteria prescribed by NBA/NAAC.
- The head of the institution ensures that the records/documents are maintained and accessible for both IQAC and external auditors. The IQAC coordinator confirms that data are uploaded/mailed, as the case may be, within the stipulated time to the external auditor/university.
- A team from IQAC carries out an internal audit (inter-departmental) of the institution twice a semester. As decided by the coordinator, a group of two members of IQAC verifies the details of a department. It prepares academic audit reports/statements in formats prescribed by the university for each semester. Audit reports based on the internal audit are presented to the external academic auditor, who uses them as an independent auditing reference.
- The external auditor visits the institution as specified by the university, verifies the documents, and interacts with the faculty, staff, and students. The external auditor submits reports to the university after the audit.
- The head of the institution remarks on the observations made by the auditor and shares the response received from the university to the respective stakeholders for necessary actions if required.



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