

CIRCULAR

Ref: HICET/IAA/AY 19-20/01

July 16th , 2019

Dear Professors,

The faculty members handling theory/lab courses are requested to complete the class log/personal log book with regard to attendance, internal marks etc. Also the class advisors & course coordinators are requested to complete the Class advisory file & Course file at the time of final audit. The Semester audit will be conducted at Office of Dean Academics as per following schedule.

Audit No.	Date	Department
1	17th July 2019	AERO & CIVIL, AUTO & CSE
	18th July 2019	BIO, ECE, EIE,FT,EEE & MCT
	19th JULY 2019	BTECH IT, AGRI, MECH & ALL PG
2	29 th August 2019	AERO & CIVIL, AUTO & CSE
	30 th August 2019	BIO, ECE, EIE,FT,EEE & MCT
	31 st August 2019	BTECH IT, AGRI, MECH & ALL PG
3	23 rd September 2019	AERO & CIVIL, AUTO & CSE
	24 th September 2019	BIO, ECE, EIE,FT,EEE & MCT
	25 th September 2019	BTECH IT, AGRI, MECH & ALL PG

Audit Members

- 1.Mr.A.Udhayakumar
- 2.Mr.P.Sureshkumar
- 3.Mrs.N.Menakadevi


Dr. MAGUDESWARAN P N,
DEAN ACADEMICS,
9842009872



To

All HoD's.


16.7.19
Principal

PRINCIPAL
Hindusthan College of Engineering & Technology
COIMBATORE - 641 032

Minuets of Audit

The audit was be conducted at Office of Dean Academics from 17th July 2019 to 19th July 2019, 29th August 2019 to 31st August 2019 and 23rd September 2019 to 25th September 2019 for academic year 2019-20 ODD semester and the following are the observations.

Department of ECE

- Few OD's were found to be wrongly marked for absent students.
- Many missing Attendance in ecampus are found.
- Few wrong entries were identified in the ecampus.
- Few attendance entries were found to be mismatching.

Department of Civil

- Few class logbook entries were found to be missing.
- Few regular absent students were marked as present.
- Few attendance entries were found to be mismatching

Department of IT

- Many missing Attendance in ecampus are found.
- Few regular absent students were marked as present.
- Few wrong entries were identified in the ecampus.

Department of MCT

- Few attendance entries were found to be mismatching.
- Many missing Attendance in ecampus are found.
- Few regular absent students were marked as present.

Department of EIE

- Slow learners marks not written in the logbook.



- Few regular absent students were marked as present.
- Many missing Attendance in ecampus are found.

Department of EEE

- Few attendance entries were found to be mismatching
- Few regular absent students were marked as present.

Department of Auto

- Few attendance entries were found to be mismatching
- Few regular absent students were marked as present.
- Many missing Attendance in ecampus are found.

Department of Mech

- Few attendance entries were found to be mismatching
- Many missing Attendance in ecampus are found.
- Slow learners marks not written in few logbooks,

Department of CSE

- Few topics were not entered in the class logbook
- Few regular absent students were marked as present
- Many missing Attendance in class log book are found.

Department of Aero

- Few attendance entries were found to be mismatching
- Few regular absent students were marked as present.
- Many missing Attendance in ecampus are found.



Dean Academics



Principal



PRINCIPAL
Hindusthan College of Engineering & Technology
COIMBATORE - 641 032

Action Taken Report

The audit was conducted at Office of Dean Academics from 17th July 2019 to 19th July 2019, 29th August 2019 to 31st August 2019 and 23rd September 2019 to 25th September 2019 for academic year 2019-20 ODD semester and the following corrective measures were taken.

Department of ECE

- Few OD's were found to be wrongly marked for absent students and they were corrected to absent.
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
- Few wrong entries were identified in the ecampus and those were corrected.
- Few attendance entries were found to be mismatching and the same is rectified.

Department of Civil

- Few class logbook entries were found to be missing and they are entered.
- Few regular absent students were marked as present and they were rectified.
- Few attendance entries were found to be mismatching and the same is rectified.

Department of IT

- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
- Few regular absent students were marked as present and they were rectified.



- Few wrong entries were identified in the ecampus and those were corrected.

Department of MCT

- Few attendance entries were found to be mismatching and the same is rectified
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
- Few regular absent students were marked as present and they were rectified.

Department of EIE

- Slow learners marks not written in the logbook and the same is rectified
- Few regular absent students were marked as present and they were rectified.
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.

Department of EEE

- Few attendance entries were found to be mismatching and the same is rectified
- Few regular absent students were marked as present and they were rectified.

Department of Auto

- Few attendance entries were found to be mismatching and the same is rectified
- Few regular absent students were marked as present and they were rectified.
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.



Department of Mech

- Few attendance entries were found to be mismatching and the same is rectified
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
- Slow learners marks not written in the logbook and the same is rectified

Department of CSE

- Few topics were not entered in the class logbook
- Few regular absent students were marked as present and they were rectified.
- Many missing Attendance in class log book are found and those entries were entered and the same is verified.

Department of Aero

- Few attendance entries were found to be mismatching and the same is rectified
- Few regular absent students were marked as present and they were rectified.
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.



Dean Academics



Principal

PRINCIPAL
Hindusthan College of Engineering & Technology,
COIMBATORE - 641 032

CIRCULAR

Ref: HICET/IAA/AY 19-20/02

December 30, 2019

Dear Professors,

The faculty members handling theory/lab courses are requested to complete the class log/personal log book with regard to attendance, internal marks etc. Also the class advisors & course coordinators are requested to complete the Class advisory file & Course file at the time of final audit. The Semester audit will be conducted at Office of Dean Academics as per following schedule.

Audit No.	Date	Department
1	21 st Jan 2020	AERO & CIVIL, AUTO & CSE
	22 nd Jan 2020	BIO, ECE, EIE, FT, EEE & MCT
	23 rd Jan 2020	BTECH IT, AGRI, MECH & ALL PG
2	17 th Feb 2020	AERO & CIVIL, AUTO & CSE
	18 th Feb 2020	BIO, ECE, EIE, FT, EEE & MCT
	19 th Feb 2020	BTECH IT, AGRI, MECH & ALL PG
3	23 rd March 2020	AERO & CIVIL, AUTO & CSE
	24 th March 2020	BIO, ECE, EIE, FT, EEE & MCT
	25 th March 2020	BTECH IT, AGRI, MECH & ALL PG

Audit Members

1. Mr. A. Udhayakumar
2. Mr. P. Sureshkumar
3. Mrs. N. Menakadevi

Dr. MAGUDESWARAN P N,
DEAN ACADEMICS,
9842009872



To

All HoD's.


30.12.19
Principal

PRINCIPAL
Hindusthan College of Engineering & Technology
GOIMBATORE - 641 032

Date : 25.03.2020

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Minuets of Audit

The audit was be conducted at Office of Dean Academics from 21st Jan to 23rd Jan 2020, 17th Feb to 19th Feb 2020 and 23rd March to 25th March 2020 for academic year 2019-20 EVEN semester and the following are the observations.

Department of ECE

- Few OD's were found to be wrongly marked for absent.
- Many missing Attendance in ecampus are found.
- Few wrong entries were identified in the ecampus.
- Few attendance entries were found to be mismatching.

Department of Civil

- Few class logbook entries were found to be missing.
- Few regular absent students were marked as present
- Few attendance entries were found to be mismatching.

Department of IT

- Many missing Attendance in ecampus are found.
- Few regular absent students were marked as present.
- Few wrong entries were identified in the ecampus

Department of MCT

- Few attendance entries were found to be mismatching
- Many missing Attendance in ecampus are found.
- Few regular absent students were marked as present.

Department of EIE

- Slow learners marks not written in few of the logbooks.
- Few regular absent students were marked as present.



- Many missing Attendance in ecampus are found.

Department of EEE

- Few attendance entries were found to be mismatching
- Few regular absent students were marked as present.

Department of Auto

- Few attendance entries were found to be mismatching
- Few regular absent students were marked as present.
- Many missing Attendance in ecampus are found.

Department of Mech

- Few attendance entries were found to be mismatching
- Many missing Attendance in ecampus are found.
- Slow learners marks not written in few of the logbooks

Department of CSE

- Few topics were not entered in the class logbook
- Few regular absent students were marked as present.
- Many missing Attendance in class log book are found.

Department of Aero

- Few attendance entries were found to be mismatching
- Few regular absent students were marked as present.
- Many missing Attendance in ecampus are found.



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COIMBATORE - 641 032

Action Taken Report

The audit was conducted at Office of Dean Academics from 21st Jan to 23rd Jan 2020, 17th Feb to 19th Feb 2020 and 23rd March to 25th March 2020 for academic year 2019-20 EVEN semester and the following corrective measures were taken.

Department of ECE

- Few OD's were found to be wrongly marked for absent students and they were corrected to absent.
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
- Few wrong entries were identified in the ecampus and those were corrected.
- Few attendance entries were found to be mismatching and the same is rectified.

Department of Civil

- Few class logbook entries were found to be missing and they are entered.
- Few regular absent students were marked as present and they were rectified.
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Department of IT

- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
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- Few wrong entries were identified in the ecampus and those were corrected.

Department of MCT

- Few attendance entries were found to be mismatching and the same is rectified
- Many missing Attendance in ecampus are found and those entries were entered in ecampus and the same is verified.
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- Slow learners marks not written in the logbook and the same is rectified
- Few regular absent students were marked as present and they were rectified.
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Department of EEE

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Department of Auto

- Few attendance entries were found to be mismatching and the same is rectified
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- Few attendance entries were found to be mismatching and the same is rectified
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- Slow learners marks not written in the logbook and the same is rectified

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- Few attendance entries were found to be mismatching and the same is rectified
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