



**R G M COLLEGE OF ENGINEERING & TECHNOLOGY
(AUTONOMOUS)
NANDYAL-518501 (Dt.) A.P., INDIA**

ACADEMIC AUDIT COMMITTEE

Objectives of the Committee

1. To ensure continuous monitoring and improvement of academic quality.
2. To verify adherence to academic regulations and curriculum delivery.
3. To evaluate teaching-learning processes and student performance.
4. To review course files, lesson plans, and assessment methods.
5. To support outcome-based education and accreditation requirements.

Functions of the Committee

1. Conduct internal academic audits periodically.
2. Review department academic records and documentation.
3. Evaluate course outcomes and program outcomes attainment.
4. Suggest improvements in teaching methodology and assessment practices.
5. Prepare academic audit reports and submit them to the Principal and IQAC.


Dr. T. JAYACHANDRA PRASAD
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PRINCIPAL
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CIRCULAR

Date: 05.03.2024

All the members of the **Academic Audit Committee** are hereby informed that a meeting of the committee will be held on **12.03.2024 (Tuesday)** from **11.00 a.m. to 1.00 p.m.** in the **Board Room**. All members are requested to attend the meeting without fail.

Copy to:

1. All HODs
2. All Committee Members

PRINCIPAL

Dr. T. JAYACHANDRA PRASAD
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ACADEMIC AUDIT COMMITTEE MEETING

Academic Year : 2023-24
Date of the Meeting : 12.03.2024
Venue : Board Room
Time : 11.00 AM – 1.00 PM

AGENDA

1. To approve the minutes of the previous meeting.
2. Review of previous academic audit observations.
3. Verification of course files and lesson plans.
4. Analysis of student performance and results.
5. Review of compliance with autonomous regulations.
6. Planning of department-wise academic audits.
7. Any other point with the permission of the Chair.

Members Present

S.No	Name	Role	Signature
1	Dr. T. Jaya Chandra Prasad	Chairperson	
2	Dr. P. V. Gopi Krishna Rao	Coordinator	
3	Dr. Gopu Srinivasulu	Member	
4	Dr. V. Nagabhaskar Reddy	Member	
5	Dr. K. Subba Reddy	Member	
6	Dr. D. Satyanarayana	Member	
7	Dr. P. Sudarsana Reddy	Member	

Resolutions

It is resolved to

1. Approve the minutes of the previous meeting (The minutes were read and confirmed).
2. Review the previous academic audit observations and ensure necessary corrective actions are implemented by all departments.
3. Verify course files and lesson plans and maintain proper documentation as per academic standards.



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4. Analyse student performance and results and take measures to improve academic outcomes.
5. Ensure strict compliance with autonomous regulations and academic guidelines.
6. Plan and conduct department-wise academic audits systematically.
7. The meeting concluded by expressing the thanks to the Chair.


CHAIRMAN

Dr. T. JAYACHANDRA PRASAD
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CIRCULAR

Date: 10.03.2025

A meeting of the Academic Audit Committee will be held on **17.03.2025 (Monday)** from **11.00 a.m. to 1.00 p.m.** in the **Board Room**.

Meeting Details

Date : 17.03.2025
Time : 11.00 AM – 1.00 PM
Venue : Board Room

Agenda

1. To approve the minutes of the previous meeting.
 2. Review of academic audit reports of previous year.
 3. Evaluation of CO-PO attainment process.
 4. Review of digital academic documentation.
 5. Verification of internal assessment records.
 6. Suggestions for academic process improvement.
- Any other point with the permission of the Chair.

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ACADEMIC AUDIT COMMITTEE MEETING

Academic Year : 2024-25
Date : 17.03.2025
Time : 11.00 AM – 1.00 PM
Venue : Board Room

Agenda

1. To approve the minutes of the previous meeting.
2. Review of academic audit reports of previous year.
3. Evaluation of CO-PO attainment process.
4. Review of digital academic documentation.
5. Verification of internal assessment records.
6. Suggestions for academic process improvement.

Any other point with the permission of the Chair.

Members Present

S.No	Name	Role	Signature
1	Principal	Chairperson	
2	Dr. P. V. Gopi Krishna Rao	Member	
3	Dr. Gopu Srinivasulu	Member	
4	Dr. V. Nagabhaskar Reddy	Member	
5	Dr. K. Subba Reddy	Member	
6	Dr. D. Satyanarayana	Member	
7	Dr. P. Sudarsana Reddy	Member	
8	Dr. R. Kaviarasan	Member	

Resolutions

It is resolved to

1. Approve the minutes of the previous meeting (The minutes of the previous meeting were read and confirmed).
2. Review academic audit reports of the previous year and monitor the implementation of suggested improvements.
3. Evaluate the CO-PO attainment process and ensure accurate measurement and documentation.



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4. Strengthen digital academic documentation for better accessibility and transparency.
5. Verify and approve the internal assessment records to ensure fairness and consistency in evaluation.
6. Implement suggestions for continuous improvement in academic processes.

The meeting concluded by expressing thanks to the Chair.


CHAIRMAN

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CIRCULAR

Date: 09.03.2026

A meeting of the Academic Audit Committee will be held on **16.03.2026 (Monday)** from **11.00 a.m. to 1.00 p.m.** in the **Board Room**.

Meeting Details

Date: 16.03.2026

Time: 11.00 a.m. – 1.00 p.m.

Venue: Board Room

Agenda

1. To approve the minutes of the previous meeting.
2. Comprehensive academic audit of all departments.
3. Review of outcome-based education implementation.
4. Evaluation of student feedback and course effectiveness.
5. Audit of examination and evaluation procedures.
6. Preparation of consolidated academic audit report.
7. Any other point with the permission of the Chair.

PRINCIPAL

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ACADEMIC AUDIT COMMITTEE MEETING

Academic Year : 2025-26
Date : 16.03.2026
Time : 11.00 AM – 1.00 PM
Venue : Board Room

Agenda

1. To approve the minutes of the previous meeting.
 2. Comprehensive academic audit of all departments.
 3. Review of outcome-based education implementation.
 4. Evaluation of student feedback and course effectiveness.
 5. Audit of examination and evaluation procedures.
 6. Preparation of consolidated academic audit report.
- Any other point with the permission of the Chair.

Members Present

S.No	Name	Role	Signature
1	Dr.T.Jaya Chandra Prasad	Chairperson	
2	Dr. P. V. Gopi Krishna Rao	Member	
3	Dr. Gopu Srinivasulu	Member	
4	Dr. V. Nagabhaskar Reddy	Member	
5	Dr. K. Subba Reddy	Member	
6	Dr. D. Satyanarayana	Member	
7	Dr. P. Sudarsana Reddy	Member	
8	Dr. R. Kaviarasan	Member	

Resolutions

It is resolved to

1. Approve the minutes of the previous meeting (The minutes were read and confirmed).
2. It was resolved to conduct a comprehensive academic audit across all departments to ensure quality standards.
3. It was decided to review the implementation of outcome-based education and enhance its effectiveness.



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4. It was resolved to evaluate student feedback and course effectiveness and take necessary improvement measures.
5. It was decided to audit examination and evaluation procedures to maintain transparency and reliability.
6. It was resolved to prepare a consolidated academic audit report and submit it for further action and review.
7. The meeting conclude with thanks to the Chair.

CHAIRMAN

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