



GLOBAL ACADEMY OF TECHNOLOGY

Autonomous Institution Affiliated to Visveswaraya technological University

Approved by UGC, AICTED and Govt. of Karnataka



Office of the Internal Quality Assurance Cell

ACTION TAKEN REPORT ON SEMESTER PREPAREDNESS AUDIT 2026-27 – I, III, V & VII SEMESTER

Name of the Department: Electrical & Electronics Engineering

The Action Taken on the following attributes is tabulated below:

Para/ Gr	Page No.	Key attributes to be addressed (As notified in the audit report)	Action taken on the key attributes	Proposed timelines to achieve the desired results, if any
2/BS	45	Are the Courses allotted to faculty according to their competencies	A consolidated Faculty Competency Matrix has been prepared including faculty specialization, experience, courses handled, research area and certifications. Course allotment is carried out considering competency and preference.	Implemented
12/P	45	Department's readiness for fostering the self-learning component as prescribed by the National Credit Framework	Notional teaching hours have been documented as per NCrF, including classroom engagement, assignments, self-learning and other prescribed learning activities.	Completed
13/P	45 & 59	Design and Development Initiatives by the Department for Complex Engineering Problems/Complex Engineering Activities	Faculty are instructed to identify and document CEPs/CEAs course-wise through mini projects, case studies, design activities and other alternate assessment tools. A consolidated departmental record will be compiled.	In Progress
3	50	Digital Documentation and Preservation	The department is in the process of developing a digital repository for all relevant academic and departmental documents. MS Teams is being used across all semesters as a common platform for student communication and for sharing course materials, academic information, related resources and shortage of attendance.	In Progress

1	64	Monitoring of Alternate Assessment tools	The Alternate Assessment Tools (AATs) committed by the faculty members for their respective courses will be reviewed periodically by the HOD and Module Coordinators to verify their implementation and to ensure effective and consistent grading practices.	In Progress
3	64	Pre commencement Meetings	The schedule and agenda for pre-commencement meetings will be communicated formally through email. Minutes, attendance and geotagged photographs are being maintained systematically.	In Progress
4	64	Lab Index sheet and Lab rubrics	One master hard copy of each laboratory manual is maintained in the concerned laboratory with the suggested Index sheet. Rubrics for experiments have been reviewed with clearly defined criteria and weightages.	Completed
	47/60	Faculty Level Attributes	The faculty-level observations of the Semester Preparedness Audit were discussed in the department meeting. Faculty were guided to strengthen CO articulation, CO-PO mapping, rubrics and alternate assessment tools. The course files were reviewed by the respective Module Coordinators, and the corrective measures suggested during the review have been implemented by the concerned faculty members.	Implemented

Dasand 17/9/26
Signature of the HOD with Date



17.09.2021

Signature of the Principal with Date
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