



EXALT COLLEGE OF MANGEMENT AND TECHNOLOGY

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Ref: ECMT/Pri./Comt/67

Date: 02.08.2025

INTER OFFICE NOTE

From: Principal, ECMT	To: All Faculty & Staff Members – ECMT
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This is to inform all faculty and staff members of ECMT that the IQAC (Internal Quality Audit Committee) will conduct Audit of Teaching – Learning process. Following activities will be audited (for session 2025-26) has been reconstituted as follows.

Teaching – Learning process

1. Course files and LMS
2. Quality of control delivery
3. Checking of class notes of students
4. Laboratory conduction
 - a) Lab manuals
 - b) Lab ambiance
 - c) SOP's
 - d) Student files
 - e) Lab conduction report

Committee:

Sr. No.	Name	Status	Mobile No.	Email I.D.
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Dr. Supriya Kumari
Principal


Copy to:

1. Management
2. CEO
3. Registrar
4. All Dean's/ HOD's/Members
5. Notice Board
6. All concern members