ADITYA INSTITUTE OF TECHNOLOGY
AND MANAGEMENT- TEKKALI

ACADEMIC AUDIT REPORT

Name of the Department: **CIVIL ENGINEERING**

Academic Year : 2020-21 I Semester (July to December)

Date of Audit : 21-01-2021

I. COs, POs and Curriculum

S. No	Criterion	Observations
1.	COs and POs assessment	COs and POs attainment calculated as per the procedure established by PAC. **Annexure-1.1**
2.	Stakeholders feedback related to curriculum design	Graduate exit survey, alumni survey and Employer survey are conducted as per format.
3.	Action taken on minutes of BoS	Incorporated changes as per the suggestions of BoS, DAC and PAC. **Annexure-1.2** (BoS minutes and curriculum changes evidences)
4.	Percentage of lab component	32.4%(23/71) – **AR16** **Annexure-1.3 (course structure)** 37.5%(24/64)– **AR-18** -Three additional experiments are conducted in all Labs
5.	Evidence of academic flexibility	5 open elective + 3 core elective courses 11.26% (8/71) – **AR16** 4 open elective + 4 core elective courses 12.5% (8/64) – **AR18**

II. Faculty information and their contribution

S. No	Criterion	Observations
1.	Student Teacher ratio	STR - 19.17
2.	Faculty Cadre ratio	FCR - 4: 05 : 19
3.	Faculty qualifications	07 out of 28 faculty members are doctorates, 12 registered for Ph.D and rest of the faculty members are post graduates
4.	Faculty experience & retention	**Annexure-2.1** (list of faculty, qualifications, total experience, experience at AITAM)
5.	Faculty contribution in writing: - Books:NIL - Book chapters:NIL	NIL
6.	Faculty in professional bodies -Faculty contributions	**Annexure-2.2** (Memberships and activities)

7.	Faculty as resource persons in workshops / training activities	Nil
8.	International / National level events organized -Conferences:Nil -Workshops/ Seminars:Nil -FDPs:01	Number of events organized:02 Number of FDPs/Guest Lectures/Seminars organized:01 **Annexure-2.3**
9.	List of conferences/seminars/ workshops/ FDP's/ any exclusive programs attended for enrichment of teaching - learning process	65 faculty members attended **Annexure-2.4**

III. Teaching-Learning Process and Evaluation

S.No	Criterion	Observations
1.	Student performance indices Attendance Exams	Lists of students for Detention and Condonation are maintained. Results analysis is carried out. **Annexure-3.1**
2.	Mechanism and activities for slow learners improvement	Slow learners are identified based on performance in Mid-exams. Conducted Make-up classes for slow learners.
3.	Student counseling /mentoring mechanism	20 students are allotted to each faculty member to mentor for continuous improvement. **Annexure-3.2** (Allotment and sample file scanned)
4.	Initiatives taken for innovative projects	Nil
5.	Review & Evaluation of Student Projects: - Best projects	Nil
6.	Monitoring of Teaching-Learning Process - Observation of teaching process in classrooms as per schedule - Tracking of syllabus coverage - Uploading of lecture notes, question papers of mid and semester end examinations in e-learning portal - Verification of evaluated answer papers - Checking the quality of mid examination question papers - Innovative teaching methods presented - Verification of course files -Minutes of class committee meetings and action taken	- Attendance registers are verified once in a month. - Compliance of teaching diary with lesson plan is monitored once in a month. - Track sheets are maintained to review syllabus coverage - uploading of course material, mid and semester end question papers in e-Learning Portal - All Mid answer scripts are verified - Mid question papers as per cognitive levels are verified. - PPT's, NPTEL video lectures are used, - Course files are there for all courses. **Annexure-3.3** (Sample lesson plan, teaching diary, sample scanned copy of attendance register with signs of faculty member, HoD and Principal, syllabus coverage and number of classes track sheet, minutes of class committee meetings)

7.	Training programs conducted for students - Guest lectures - Add-on courses - Seminars/workshops - Compliance of department academic calendar	No. of guest lectures : 02 No. of Add-on courses: Nil No. of Seminars/workshops :Nil No major deviations are observed in the compliance of department academic calendar. **Annexure-3.4**
8.	MoUs with Industries for internship	No. of MoUs:04 **Annexure-3.5** (If any)
9.	Students feedback and follow-up action	Online feedback is taken from the students for all courses and review is carried out.
10.	Scope for Self-learning - Certificate courses - Online courses	Monetary encouragement for certification courses
11.	Result analysis and conduct of remedial classes for students with backlogs	Result analysis is carried out after the results of semester end examinations and remedial classes are conducted for students with backlogs **Annexure-3.6** (Result analysis for all the 8 semesters and details of remedial classes)
12.	Placements (%): Industries / organizations:	NIL
13.	Higher studies (%): Institutions:	**NIL**
14.	Student development Activities: - co-curricular - extra-curricular activities	No. of technical events in association with student chapters: No. of NSS Activities: NIL No. of Innovations and Startups: NIL

IV. Research, Consultancy and Extension

S.No	Criterion	Observations
1.	Faculty publications in journals: Peer reviewed Journals: Thomson Reuters Impact factor Journals:	No. in peer reviewed journals:03 No. in Scopus/SCI indexed journals: NIL **Annexure-4.1**
2.	Publications in conferences: - National - International	NIL
3.	Percentage of faculty contributing in - Research publications:	Percentage of faculty involved in research publications: 10.7% (03/28)
4.	PhDs - Registered - Submitted - Awarded	No. registered :NIL No. submitted: NIL No. awarded :NIL
	PhDs guiding /guided:	No. of PhDs guiding : NIL No. of PhDs guided: NIL

5.	Funded consultancy work	**Annexure-4.2**
6.	Incentives for faculty R&D	Nil
7.	MOU's with industries/ R&D/ Premier Institutes	NIL
8.	Research centers of excellence Established	NIL
9.	Skill development centers established	SIEMENS center of excellence in collaboration with APSSDC and SIEMENS

V. Infrastructure and Learning Resources

S.No	Criterion	Observations
1.	Infrastructural facilities to improve the teaching learning process Class rooms: Laboratories: e- class rooms: Seminar halls: Faculty rooms:	No. of class rooms: 09 No. of tutorial rooms:NIL No. of laboratories:09 No. of e-Class rooms:01 No. of seminar halls:NIL No. of faculty rooms: 09
2.	Internet facilities for faculty & Students:	Wi-Fi enabled campus
3.	Technical & administrative staff support	04 members of Lab Technician for supporting various Laboratories in addition to 04 members for supporting administrative activities **Annexure-5.1** (list of technicians and administrative staff with qualifications and experience)
4.	Department budget - Sanctioned amount - Amount spent - New equipment added - Maintenance of equipment and consumables registers in labs	Amount sanctioned in Rs. Amount spent in Rs. New equipment added worth Rs. Equipment and maintenance registers are maintained for all the Labs: Yes
5.	Details of computing facilities and software	Total number of Computers: 2 List of Software procured: Nil
6.	Dept News letter / magazine	Department half-yearly Newsletter is in place **Annexure-5.2**
7.	Department level library resources	Number of Titles: 119 Number of Volumes: 125 Number of Journals: NIL Number of E-Journals :NIL Number of Video courses: NIL

VI. Student information, Support and Progression

S.No	Criterion	Observations
1.	Add-on courses:	List of add-on courses: 03

2.	Student publications: NIL Dept. student clubs:Nil	No. of student publications: Nil No. of club activities for students: Nil
3.	Details of coaching provided for GATE/ GRE/CRT/any other competitive exams	No. of CRT classes:100
4.	Industrial visits and internships	NIL

VII. Governance, Leadership and Management

S. No	Criterion	Observations
1.	Teaching and non-teaching staff attended for skill development programs	No. of teaching staff: Nil No. of Non-Teaching staff: Nil
2.	MoUs with premier Institutions for knowledge exchange	NIL
3.	Display of Vision, Mission and other Quality objectives at prominent places	Display of Vision: Yes Display of Mission: Yes Display of PEOs, POs, PSOs and COs: Yes

4.	Staff and student attendance monitoring system
	   -Biometric
	   -Attendance registers
		Generation of Daily, Weekly and Monthly attendance reports

5.	Financial support/leaves for qualification/skill up- gradation:	Nil
6.	Risk evaluation/safety measures:	Maintaining Fire extinguishers at prominent places

VIII Strengths, Weaknesses and Areas of Improvement

Strengths:
1. Organize conferences and seminars on an international or national level.
2.The number of faculty members who have registered, submitted, and been awarded a PhD has increased.

Weaknesses:
1.There are no initiatives for new ideas.
2.Training programs for students are less.

Suggestions for improvement:
1.Encourage faculty members to undertake professional consultancy activities.
2.Encourage both teaching and non-teaching staff to participate in skill-building programs.

Sig. of Department Coordinator   Sig. of Academic Auditors   1.

2.

Sig. of HOD   Sig. of IQAC Coordinator, IQAC

Aditya Institute of Technology and Management
TEKKALI-532 201   20-21 - I

ADITYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT- TEKKALI

ACADEMIC AUDIT REPORT

Name of the Department: **CIVIL ENGINEERING**

Academic Year : 2020-21 II Semester (January to June)

Date of Audit : 29-07-2021

I. COs, POs and Curriculum

S. No	Criterion	Observations
1.	COs and POs assessment	COs and POs attainment calculated as per the procedure established by PAC. **Annexure-1.1**
2.	Stakeholders feedback related to curriculum design	Graduate exit survey, alumni survey and Employer survey are conducted as per format.
3.	Action taken on minutes of BoS	Incorporated changes as per the suggestions of BoS, DAC and PAC.
4.	Percentage of lab component	32.4%(23/71) – **AR16** **Annexure-1.2(course structure)** 37.5%(24/64)– **AR-18** -Three additional experiments are conducted in all Labs
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S. No	Criterion	Observations
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2.	Faculty Cadre ratio	FCR - 4: 5 : 19
3.	Faculty qualifications	07 out of 28 faculty members are doctorates, 12 registered for Ph.D and rest of the faculty members are post graduates
4.	Faculty experience & retention	**Annexure-2.1** (list of faculty, qualifications, total experience, experience at AITAM)
5.	Faculty contribution in writing: - Books:NIL - Book chapters: NIL	NIL
6.	Faculty in professional bodies -Faculty contributions	**Annexure-2.2** (Memberships and activities)

7.	Faculty as resource persons in workshops / training activities	NIL

8.	International / National level events organized
	   -Conferences: NIL
	   -Workshops/ Seminars: NIL
	   -FDPs: NIL
		Number of events organized: NIL
		
		 Number of FDPs/Guest Lectures/Seminars organized: NIL

9.	List of conferences/seminars/ workshops/ FDP's/ any exclusive programs attended for enrichment of teaching - learning process	10 faculty members attended **Annexure-2.3**

III. Teaching-Learning Process and Evaluation

S.No	Criterion	Observations

1.	Student performance indices
	   Attendance
	   Exams
		Lists of students for Detention and Condonation are maintained.
		 Results analysis is carried out.
		 Annexure-3.1

2.	Mechanism and activities for slow learners improvement	Slow learners are identified based on performance in Mid-exams. Conducted Make-up classes for slow learners.
3.	Student counseling /mentoring mechanism	20 students are allotted to each faculty member to mentor for continuous improvement. **Annexure-3.2** (Allotment and sample file scanned)
4.	Initiatives taken for innovative projects	NIL
5.	Review & Evaluation of Student Projects: - Best projects	**Annexure-3.3**
6.	Monitoring of Teaching-Learning Process - Observation of teaching process in classrooms as per schedule - Tracking of syllabus coverage - Uploading of lecture notes, question papers of mid and semester end examinations in e-learning portal - Verification of evaluated answer papers - Checking the quality of mid examination question papers - Innovative teaching methods presented - Verification of course files -Minutes of class committee meetings and action taken	- Attendance registers are verified once in a month. - Compliance of teaching diary with lesson plan is monitored once in a month. - Track sheets are maintained to review syllabus coverage - uploading of course material, mid and semester end question papers in e-Learning Portal - All Mid answer scripts are verified - Mid question papers as per cognitive levels are verified. - PPT's, NPTEL video lectures are used, - Course files are there for all courses. **Annexure-3.4** (Sample lesson plan, teaching diary, sample scanned copy of attendance register with signs of faculty member, HoD and Principal, syllabus coverage and number of classes track sheet, minutes of class committee meetings)

7.	Training programs conducted for students - Guest lectures - Add-on courses - Seminars/workshops - Compliance of department academic calendar	No. of guest lectures : 01 No. of Add-on courses:03 No. of Seminars/workshops: Nil No major deviations are observed in the compliance of department academic calendar. **Annexure-3.5**
8.	MoUs with Industries for internship	No. of MoUs: 04 **Annexure-3.6** (If any)
9.	Students feedback and follow-up action	Online feedback is taken from the students for all courses and review is carried out.
10.	Scope for Self-learning - Certificate courses - Online courses	Monetary encouragement for certification courses
11.	Result analysis and conduct of remedial classes for students with backlogs	Result analysis is carried out after the results of semester end examinations and remedial classes are conducted for students with backlogs **Annexure-3.7** (Result analysis for all the 8 semesters and details of remedial classes)
12.	Placements (%): Industries / organizations:	Placements (%): Total 73 No. of students got selected in various companies **Annexure-3.8**
13.	Higher studies (%): Institutions:	**NIL**
14.	Student development Activities: - co-curricular - extra-curricular activities	No. of technical events in association with student chapters: NIL No. of NSS Activities: NIL No. of Innovations and Startups: NIL

IV. Research, Consultancy and Extension

S.No	Criterion	Observations
1.	Faculty publications in journals: Peer reviewed Journals: Thomson Reuters Impact factor Journals:	No. in peer reviewed journals: 01 No. in Scopus/SCI indexed journals:02 **Annexure-4.1**
2.	Publications in conferences: - National - International	**NIL**
3.	Percentage of faculty contributing in - Research publications:	Percentage of faculty involved in research publications: 11.53% (03/26)
4.	PhDs - Registered - Submitted - Awarded	No. registered : 01 No. submitted: NIL No. awarded : NIL
	PhDs guiding /guided:	No. of PhDs guiding : 01 No. of PhDs guided: NIL

5.	Funded consultancy work	NIL
6.	Incentives for faculty R&D	NIL
7.	MOU's with industries/ R&D/ Premier Institutes	NIL
8.	Research centers of excellence Established	NIL
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1.	Infrastructural facilities to improve the teaching learning process Class rooms: Laboratories: e- class rooms: Seminar halls: Faculty rooms:	No. of class rooms: 09 No. of tutorial rooms: NIL No. of laboratories:09 No. of e-Class rooms: 01 No. of seminar halls: 01 No. of faculty rooms: 09
2.	Internet facilities for faculty & Students:	Wi-Fi enabled campus
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2.	MoUs with premier Institutions for knowledge exchange	No. of MoUs: Nil
3.	Display of Vision, Mission and other Quality objectives at prominent places	Display of Vision: Yes Display of Mission: Yes Display of PEOs, POs, PSOs and COs: Yes

4.	Staff and student attendance monitoring system
	    -Biometric
	    -Attendance registers
		Generation of Daily, Weekly and Monthly attendance reports

5.	Financial support/leaves for qualification/skill up- gradation:	Nil
6.	Risk evaluation/safety measures:	Maintaining Fire extinguishers at prominent places

VIII Strengths, Weaknesses and Areas of Improvement

Strengths:
1. The placement of students has improved.
2. Faculty members publish papers in reputable journals.
3. The quality of student training programs has increased.

Weaknesses:
1. There is no funded consulting work.
2. There are no initiatives for new projects.
3. No student publications

Suggestions for improvement:
1. Encourage faculty members to enroll for PhD programs.
2. Provide incentives for R&D work.

Sig. of Department Coordinator   Sig. of Academic Auditors

1.

2.

Sig. of HOD
Head of the Department
Department of Civil Engineering
AITA, TEKKALI.

Sig. of IQAC Coordinator
COORDINATOR, IQAC
Aditya Institute of Technology and Management
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20-21—II