INTERNAL QUALITY ASSURANCE CELL

ADITYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT- TEKKALI

ACADEMIC AUDIT REPORT

Name of the Department: **COMPUTER SCIENCE AND ENGINEERING**

Academic Year   : 2017-18

Date of Audit   : 20.08.2018

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.
2.	Stakeholders feedback related to curriculum design	Parents meeting, 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-1.1**
4.	Percentage of lab component	30.13%(22/73) – **AR16** **Annexure-1.2(course structure)** -Three additional experiments are conducted in all Labs
5.	Evidence of academic flexibility	5 open elective + 3 core elective courses 10.95% (8/73) – **AR16**

II. Faculty information and their contribution

S. No	Criterion	Observations
1.	Student Teacher ratio	STR - 19.07
2.	Faculty Cadre ratio	FCR - 04 : 06 : 30
3.	Faculty qualifications	4 out of 40 faculty members are doctorates, 14 registered for Ph.D and rest of the faculty members are post graduates
4.	Faculty experience & retention	**Annexure-2.1**
5.	Faculty contribution in writing: - Books: - Book chapters:	NIL
6.	Faculty in professional bodies -Faculty contributions	**Annexure-2.3** (Memberships and activities)

7.	Faculty as resource persons in workshops / training activities	NIL **Annexure-2.4**
8.	International / National level events organized -Conferences: -Workshops/ Seminars: -FDPs:	Number of events organized: NIL Number of FDPs/Guest Lectures/Seminars organized: NIL **Annexure-2.5**
9.	List of conferences/seminars/ workshops/ FDP's/ any exclusive programs attended for enrichment of teaching - learning process	09 faculty members attended **Annexure-2.6**

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. **Annexure-3.2**
3.	Student counseling /mentoring mechanism	20 students are allotted to each faculty member to mentor for continuous improvement. **Annexure-3.3** (Allotment and sample file scanned)
4.	Tutorial classes	Tutorial classes are conducted as per schedule given in the time table
5.	Initiatives taken for innovative projects	No. of Innovative Projects:NIL Training programs for Faculty & Students in thrust areas **Annexure-3.4** (If any)
6.	Review & Evaluation of Student Projects: - Best projects	Project review and evaluation is carried out as per PRC guidelines. Best projects are identified based on PRC recommendations. **Annexure-3.5** (If any)
7.	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-3.6** (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)

8.	Training programs conducted for students
	   - Guest lectures
	   - Add-on courses
	   - Seminars/workshops
	   - Compliance of department academic calendar
		No. of guest lectures:04
		No. of Add-on courses:NIL
		No. of Seminars/workshops:03
		
		No major deviations are observed in the compliance of department academic calendar.
		Annexure-3.7

9.	MoUs with Industries for internship	No. of MoUs: NIL **Annexure-3.8** (If any)
10.	Students feedback and follow-up action	Online feedback is taken from the students for all courses and review is carried out.

11.	Scope for Self-learning
	   - Certificate courses
	   - Online courses
		Monetary encouragement for certification courses

12.	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-3.9** (Result analysis for all the 8 semesters and details of remedial classes)
13.	Placements (%): Industries / organizations:	Placements(%): 31.11 Total 56 No. of students got selected in various companies **Annexure-3.10**
14.	Higher studies (%): Institutions:	Higher studies(%):2.7 05 students joined for PG programme in various institutes **Annexure-3.11**

15.	Student development Activities:
	   - co-curricular
	   - extra-curricular activities
		No. of technical events in association with student chapters: 01
		No. of NSS Activities:01
		No. of Innovations and Startups:NIL
		Annexure-3.12

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:13 No. in Scopus/SCI indexed journals:11 **Annexure-4.1**

2.	Publications in conferences:
	   - National
	   - International
		No. in Conference publications:NIL

3.	Percentage of faculty contributing in - Research publications:	Percentage of faculty involved in research publications: 60% (22/40)

4.	PhDs
	   - Registered
	   - Submitted
	   - Awarded
		No. registered:NIL
		No. submitted: NIL
		No. awarded:01
		Annexure-4.2

	PhDs guiding /guided:	No. of PhDs guiding : 01 No. of PhDs guided: NIL **Annexure-4.3**

S.No	Criterion	Observations
5.	Funded R&D projects and consultancy work	Total amount of funding for R&D and consultancy projects Ongoing: Rs.5,00,000/- **Annexure-4.4**
6.	Incentives for faculty R&D	Incentives for faculty research publications as per HR policy **Annexure-4.5**
7.	MOU's with industries/ R&D/ Premier Institutes	Department executed MOU's with two organizations **Annexure-4.6**
8.	Research centers of excellence Established	recognized as JNTUK research center for the academic years 2013-14 & 2014-15
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: 11 No. of tutorial rooms:03 No. of laboratories:05 No. of e-Class rooms:03 No. of seminar halls:01 No. of faculty rooms: 20
2.	Internet facilities for faculty & Students:	Wi-Fi enabled campus
3.	Technical & administrative staff support	06 members of Lab Technician for supporting various Laboratories in addition to 02 members for supporting administrative activities **Annexure-5.1**
4.	Department budget - Sanctioned amount - Amount spent - New equipment added - Maintenance of equipment and consumables registers in labs	Amount sanctioned in Rs. 58,50,000/- Amount spent in Rs. 57,84,000/- New equipment added worth Rs. 8,79,000 /- Equipment and maintenance registers are maintained for all the Labs
5.	Details of computing facilities and software	Total number of Computers: 232 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: 187 Number of Volumes: 359 Number of Journals: 31 Number of E-Journals :05 Number of Video courses: NIL

VI. Student information, Support and Progression

S.No	Criterion	Observations
1.	Add-on courses:	List of add-on courses: **Annexure-6.1**

2.	Student publications: Dept. student clubs:	No. of student publications: **Annexure-6.2** (If any) No. of club activities for students: **Annexure-6.3**
3.	Details of coaching provided for GATE/ GRE/CRT/any other competitive exams	No. of GATE classes: NIL No. of CRT classes:284
4.	Industrial visits and internships	No. of Industrial visits: Total number of industries offering internships:18 **Annexure-6.4**

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:22
2.	MoUs with premier Institutions for knowledge exchange	No. of MoUs:NIL **Annexure-7.1** (If any)
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:	Faculty members are sanctioned with Registration fees, TA and Academic leave for attending Conferences and Workshops **Annexure-7.2**
6.	Risk evaluation/safety measures:	Maintaining Fire extinguishers at prominent places

VIII Strengths, Weaknesses and Areas of Improvement

Strengths

1.High Retention rate of Faculty
2.Good Admission ratio.
3.Infosys Campus Connect

Weaknesses:

1.Innovative projects are not designed
2.Student publications are nil
3. No students are cleared GATE exam

Suggestions for improvement:
1.Improve NPTEL/ MOOCs certifications
2.Good number of placements to the students

Sig. of Department Coordinator

Sig. of Academic Auditors

1.

2.

Sig. of HOD

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