

**aitam**

ADITYA INSTITUTE OF  
TECHNOLOGY AND MANAGEMENT



**An Autonomous Institution**

Approved by AICTE, New Delhi

Affiliated to JNTUK

Recognised by UGC under sections 2(f) & 12(b)

Recognised by Scientific & Industrial Research Organisations (SIROs)

# **ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (EXTERNAL)**

**AY: 2020– 2021  
(Date: 12<sup>th</sup> to 13<sup>th</sup> Aug, 2021)**

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**ACADEMIC AND ADMINISTRATIVE AUDIT REPORT FOR AY: 2020 – 2021****(EXTERNAL)***(The activities are to be graded on the following scale)*

<u>Excellent</u>	<u>Good</u>	<u>Satisfactory</u>	<u>Needs improvement</u>
A	B	C	D

Name of the Principal: Dr.A.S. Srinivasa Rao

Details of Programmes in the college:

Name of the Programme	Sanctioned Strength	Actual Strength
<b>UG (ENGG)</b>		
CSE	180	196
ECE	180	193
MECH	180	144
EEE	120	113
CIVIL	120	101
IT	120	129
<b>PG (ENGG)</b>		
CSE	18	08
VLSI SYSTEM DESIGN	18	03
POWER ELECTRONICS & DRIVES	18	04
THERMAL ENGINEERING	18	08
STRUCTURAL ENGINEERING	18	13
<b>MBA</b>	60	53

**1. Academic activities:**

	Item	Grade
1.1	Feedback on curricular and other aspects from stakeholders	B
1.2	Revision/update of regulation or syllabi:	A
1.3	Academic activity conducted beyond the prescribed curriculum during the AY:	B
1.4	Total No. of teaching days during the AY:	
1.5	Preparation, distribution and availability of time-tables, Academic Calendar, curriculum and syllabi	A
1.6	Academic, administrative set-up and functioning	A
1.7	Faculty strength cadre-wise, Teacher student ratio, Non-teaching staff strength	B
1.8	Class rooms, labs availability:	A



**Comments (mention item number):**

- 1.1- Online feedback for all departments has been implemented.
- 1.2- BOS meetings are conducted every year with balanced composition.
- 1.3- Activities beyond the curriculum like extra-curricular are conducted.
- 1.4- 172 working days
- 1.5- Time tables are prepared and distributed well as per the syllabi and Academic calendar
- 1.6- Functioning of administrative set up at department level is to be enhanced in coordination with IQA Cell.
- 1.7- The No.ofPhDs is to be improved to get good funding and accreditations.
- 1.8- Adequate no. of Classrooms(most with LCD projectors and white boards) and laboratories are available.

**2. Research and Innovation:**

	Item	Grade
2.1	Research ambiance and activity and innovation (quality and quantity)	B
2.2	Sponsored research Projects and consultancy(quality and quantity)	B
2.3	Initiatives undertaken towards faculty development	A
2.4	Development programmes for supporting staff	C
2.5	Innovative processes adopted in Teaching and Learning:	B

**Comments:**

- 2.1 Research publications with Scopus/SCI index to be increased.
- 2.2 All departments need to focus on sponsored research projects.
- 2.3 Teaching learning process is enhanced as most of the faculty attended for FDPs and workshops.
- 2.4 Skill development Programs need to be conducted regularly for supporting staff.
- 2.5 Assignments given to the students should be challenging and innovative for the improvement of teaching learning.

**3. Central library facility:**

	Item	Grade
3.1	Services:(Please rate the following services in the library) <ul style="list-style-type: none"> <li>• Circulation services</li> <li>• Clipping services</li> <li>• Bibliographic compilation</li> <li>• Information display services</li> <li>• Reference / referral services</li> </ul> <ul style="list-style-type: none"> <li>• Photocopy and printing services</li> <li>• User Orientation/Information Literacy</li> <li>• Resource sharing</li> <li>• Internet/ digital resources</li> <li>• Suggestion Box</li> </ul>	B
3.2	Usage: Average number of visitors to the library per day, books issued/returned per day, visitors to the digital library per day	A

**Comments:**

- 3.1- services provided to the library visitors are good. Prescribed books are to be kept as per syllabus.
- 3.2- Library facility is mostly utilized by the faculty and students.

**4. Examination Section:**

	Item	Grade
4.1	Availability of space and staff and security measures	A
4.2	Maintenance of records:(Please rate the maintenance of following records) (Register for Answer booklet (used/unused),Register for Marks memos (used/unused) Availability of Answer scripts of earlier semesters/years,Preparation and adherence to time tables)	A
4.3	Adherence to procedures (Question paper setting, Conduct of examinations, Declaration of results, Revaluation)	A

**Comments:**

- 4.1 As per requirement, staff and space for the examination section is maintained as per the norms. There is high level security for preparing, storing and evaluation system.
- 4.2 All the registers are maintained. All Previous years Answer scripts are maintained.
- 4.3 Question paper is randomly picked from TWO different sets. Results will be declared within TWO weeks. Revaluation is entertained.

**5. Amenities and Sports facilities:**

	Item	Grade
5.1	Available facilities like courts/ equipment:	A
5.2	Activities during the period	B
5.3	Special recognitions/prizes/achievements during the period:	B
5.4	Hostels	A
5.5	Additional facilities available on campus like bank/post office/ SSC etc.,	B
5.6	Other facilities	A

**Comments:**

- 5.1 - Facilities for various games and sports are available.
- 5.2 - There are spacious courts for playing Basket-ball, ground for cricket and foot ball.
- 5.3 - University level medals won by some students.
- 5.4 - Hostel facilities are good.
- 5.5 - Additional facilities, namely, ATM, post-office counter are available right outside of the college.
- 5.6 - There is a medical Dispensary and Ambulance facility available.



**6. Internet connectivity:**

	<b>Item</b>	<b>Grade</b>
6.1	Availability of band-width of connectivity	B
6.2	Usage of digital library and computing facilities	B
6.3	Availability of information on college web-site	A

**Comments:**

- 6.1 - Internet bandwidth is good.  
 6.2 - Computing facilities are good. However, needs improvement.  
 6.3 - The College Website is well designed

**7. Student Progression:**

	<b>Item</b>	<b>Grade</b>
7.1	Transition rate from I year to II year(passed all subjects in first attempt)	B
7.2	Remedial teaching for slow learners	B
7.3	Activities of Grievance redressal mechanism	B
7.4	Scholarships and Financial Support	A
7.5	Academic Performance (of outgoing students of the period)	A

7.1-Pass percentage is about 70%. This needs to be improved.

7.2-Faculty should involve more to identify weak students and take necessary steps to improve their performance.

7.3-Grievance and redressal mechanism is existing.

7.4- Guidance shall be given to students for procurement of scholarships through government agencies. Also the institute provides prize money to toppers every year through the Bhagya Lakshmi Charitable trust.

7.5- 78% pass rate

7.6	<b>Attainment levels of POs of the programme</b>	<b>PO Attainment Level</b>
	B.Tech Programme in Civil Engineering	81.06%
	B.Tech Programme in Computer Science and Engineering	83.58%
	B.Tech Programme in Electronics and Communication Engineering	78.33%
	B.Tech Programme in Electrical and Electronics Engineering	77.03%
	B.Tech Programme in Information Technology	75.22%
	B.Tech Programme in Mechanical Engineering	74.31%
	MBA Programme in the college	79.06%

**Comments:**

**Shall be improved to 90%**

**8. Placement cell:**

	item	Grade
8.1	Campus placement activity	A
8.2	Industry Institute collaborations	B
8.3	Details of programmes conducted by the Placement cell for personality development/ communication skill /entrepreneurship development etc.,	A

**Comments:**

- 8.1 –overall On-campus placements improved  
 8.2 – Collaboration with industry/institute need to be improved further  
 8.3 - Training programmes and awareness events are conducted with regard to personality development/ communication skills /entrepreneurship development.

**9. Social service and Extension activities:**

	item	Grade
9.1	Functioning of recognised units available	B
9.2	Activities during the year in the sphere of extension activities and Institutional Social Responsibility	A

**Comments:**

- 9.1- Azadi ka amrut mahostav , World health day, Anti drug awareness programmes are conducted.  
 9.2- Food distributed to COVID affected areas and awareness programmes conducted regarding COVID 19.

**10. Administrative matters:**

	item	Grade
10.1	Financial allocation and expenditure	A
10.2	Procedures and implementation of faculty and staff related matters	A
10.3	Support to socially backward students	A
10.4	Support to differently able students	B
10.5	Support to foreign students on campus	B
10.6	General campus maintenance	A
10.7	Faculty and staff grievance redressal mechanism	B



**Comments:**

- 10.1- All expenditures are pre-planned, approved accordingly.  
 10.2- HR policies are maintained. Salaries credited to accounts of faculty through Bank.  
 10.3- Scholarships to poor students and meritorious students are given.  
 10.4- Differently abled students are provided wheel-chairs.  
 10.5- There are a good number of foreign students studying. Separate hostel facility and very good mess is available for boys and girls.  
 10.6- Campus is well maintained.  
 10.7- Grievances are received through mails. The grievance cell is working well in handling Faculty and staff grievances.

**11. Governance, Leadership and Management**

	item	Grade
11.1	Pursuit of the Vision and Mission of the Institution	A
	Quality improvement strategies adopted by the Institution for each of the following	
11.2	Activities and support from the Alumni Association	A
11.3	Activities and support from the Parent-Teacher Association	B
11.4	Interaction and support from the Industry	A
11.5	Decentralisation of administration	A

**Comments:**

- 11.1- Got accredited by NBA 4<sup>TH</sup> Time. NAAC accreditation has been done twice showing adherence to the standard procedures.  
 11.2- ALUMNI, Industry Institute Participation Cell are functioning.  
 11.3- Meetings are conducting with parents.  
 11.4- Guest lectures and Skill development programmes are conducted by Industry resource persons and state government.  
 11.5- Administration is decentralized through different sectors and Deans, Asst Deans and HOD's of respective sectors took the responsibilities given to them under the guidance of Principal.

**Best Practices of the Institution:**

- LCD projectors are fitted in all classrooms.
- Teaching notes is available in website.
- NPTEL-certifications are good in some departments, shall be followed in other departments.
- Student Activity Centre is doing excellently.
- Finishing school concept is good.
- Placements opportunities are enormous.

**Strengths:**

- Faculty satisfaction and retention is good.
- College environment and classroom ambience is good.
- Internet and Wi-Fi bandwidth and facilities are good.
- Laboratory and Library facility is good.
- Hostels and mess are good.

**Suggestions for improvements:**

- Promote research and publications by providing incentives and recognition.
- MOUS with industries need to be increased
- Introduce computer related courses with latest trends into the curricula of all branches.
- Promote student start-ups, incubators and entrepreneurship cells.
- Encourage students to participate in hackathons, coding competitions, and research projects.
- Encourage faculty to undertake professional consultancy activities.

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